

Memorandum



Date: October, 6, 2014

To: Gary Hatfield, Division Director
Small Business Development Division, ISD

From: Maggie Tawil, Project Management Division Chief
Parks, Recreation and Open Spaces Department

Signature on behalf
of MT 10.17.14

Subject: Zoo Miami – Animal Hospital Expansion, Project No. 59250014004

The scope of services is to design, review and approve construction documents, and perform construction administration for an expansion to the existing Animal Hospital at Zoo Miami. The Zoological Society of Florida (ZSF) is donating approximately \$385,000 Dollars for this project to Miami-Dade County and the ZSF will hire the Design Firm paid by the donated funds. Of the total donation, \$52,500 will be used for Professional Services. The Department is assisting the ZSF to obtain CBE goals for this endeavor and is proposing a 13% CBE goal for the Professional Services. The recommended goal may be achieved by the General Structural and Landscape Architecture sub-consultants which would not require the level of experience requested in the following criteria. The criteria we are requiring for the remaining categories are as follows:

Must have been in business for at least five (5) years; and have worked on at least three (3) hospital/medical projects in the last five (5) years.

Please have CBE firms provide the project names, dollar values and contact information for the projects worked on.

PCS Code	Professional Consultant Services	Cost Estimate	% of Total
11.00	General Structural Engineering	\$5,000	10%
13.00	General Electrical Engineering	\$5,000	10%
14.00	Architecture (Prime)	\$25,500	51%
16.00	General Civil Engineering	\$10,000	20%
18.00	Architectural Construction Management (Prime)	\$3,000	6%
20.00	Landscape Architecture	\$1,500	3%
	Subtotal	\$50,000	100%
	10% Contingency Allowance	\$5,000	
	Dedicated Allowance	\$0.00	
	Total Estimated Professional Services	\$55,000	

Thank you in advance for your cooperation.

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Maggie Tawil