

Memorandum



Date: 9/11/2014

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

From: John Gutierrez, Special Projects Administrator 1
Parks, Recreation and Open Spaces Department *JG*

Subject: Crandon Tennis Center Expansion – Food Court Electrical Upgrade #122623A
Crandon Tennis Center Expansion – Telephone System #122623B
Crandon Tennis Center Expansion – Audio System #122623C

We respectfully request that you review the three (3) attached recommendations for CSBE measures. A Competitive Bid Waiver request will be brought before the BCC for all three (3) of the Subject projects.

General Descriptions of Work:

Food Court Electrical Upgrade - Upgrade food court electrical system to include: 400amp waterproof switch with stand, conduit, and comply with permits requirements. License Requirement: (Electrical Contractor)

Telephone System - Furnish and install ShoreTel VOIP System, 227 phones, software, licensing, wiring, equipment testing, new rack system, handset distribution, disposal of old phone system. License Requirement: (Low Voltage Specialty, Electrical Contractor)

Audio System - Furnish and install a new audio system in headend room, 28 speakers on 400 level, 72 suite level awning speakers, 11 media speakers, 16 play area speakers, microphones, pole brackets, wiring, and testing. License Requirement: (Low Voltage Specialty, Electrical Contractor)

An analysis of the CSBE Program Ordinance 97-52 as Amended by A.O 3-22 has been conducted and the Department suggests a 100% Trade Set Aside for the Food Court Electrical Upgrade #122623A and a no-measure for both the Telephone System #122623B and Audio System #122623C; due to the proprietary nature of the equipment being selected by IPC.

Thank you in advance for your cooperation.

Attachments: 3 ea. Project Measure Analysis and Recommendations
3 ea. Exhibit "A" Construction Breakdown

DEPARTMENT INPUT
CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Check applicable Ordinance(s): 90-143 Responsible Wage and Benefits 03-1 Community Workforce Program (CWP)

PROJECT INFORMATION See attachment

Contract/Project/Work Order No: 122623A

Contract/Project Title: Crandon Tennis Center Expansion – Food Court Electrical Upgrade

Description/Scope of Work: (Base Bid) – Upgrade food court electrical system to include: 400amp waterproof switch with stand, conduit, and comply with permits requirements.

Estimated Cost: \$28,955.00

Funding Source: General

Location of Project: 4000 Crandon Blvd., Key Biscayne

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP) See attachment

Engineer's Estimate of required Workforce:

Trade/Skills Required	Est. # of workforce required	Est. # of total days to complete job
N/A	N/A	N/A

Comments:

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
Electrical	\$28,955.00	100.00%	
Total	\$28,955.00	100.00%	

RECOMMENDATION

Set-Aside: Level 1 Level 2 Level 3 Trade Set-Aside Sub-Contractor Goal Workforce Goal No Measure

Basis for Recommendation: Analysis of Ordinance 97-52 and A.O. 3-22 indicates that a CSBE set-aside is appropriate for this project.

Prepared By: John Gutierrez, Special Projects Administrator 1 *JG*

Approved By: _____

Signature: _____

Date submitted to SBD: _____

PARK AND RECREATION DEPARTMENT
CAPITAL PROGRAMS DIVISION
DBD BREAKDOWN - CONSTRUCTION
Exhibit 'A'

PARK NAME: Crandon Tennis Center Expansion Date: 9/10/14
Project Name: Food Court Electrical Upgrade 122623A
Cost Estimate Prepared by: WKO No:

ITEM #	TASK DESCRIPTION	TOTALS	%
1	GENERAL REQUIREMENTS	\$2,605.95	9.0%
2	SITWORK	\$0.00	0.0%
3	CONCRETE	\$0.00	0.0%
4	MASONRY	\$0.00	0.0%
5	METAL	\$0.00	0.0%
6	WOOD AND PLASTIC	\$0.00	0.0%
7	THERMAL AND MOISTURE PROTECTION	\$0.00	0.0%
8	DOORS AND WINDOWS	\$0.00	0.0%
9	FINISHES	\$0.00	0.0%
10	SPECIALTIES	\$0.00	0.0%
11	EQUIPMENT	\$0.00	0.0%
12	FURNISHINGS	\$0.00	0.0%
13	SPECIAL CONSTRUCTION (Audio System)	\$0.00	0.0%
14	CONVEYING SYSTEMS (NOT USED)	\$0.00	0.0%
15	PLUMBING, HEATING, A/C	\$0.00	0.0%
16	ELECTRICAL	\$26,349.05	81.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	DIVISION SUBTOTAL	\$28,955.00	100%
	OVERHEAD AND PROFIT (15%)	\$0.00	
	BASE ESTIMATE (B.E.)	\$0.00	
	(5%)CONTINGENCY ALLOWANCE (.05 * B.E.)	\$0.00	
	PERMIT ALLOWANCE	\$0.00	
	ART IN PUBLIC PLACES ALLOWANCE (.015*B.E.)	\$0.00	
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SUBTOTAL - SPECIAL DEDICATED ALLOWANCE	\$0.00	
	TOTAL DEDICATED ALLOWANCE (PERMIT + AIPP)	\$0.00	
	TOTAL ESTIMATED CONSTRUCTION COST	\$28,955.00	

DEPARTMENT INPUT
CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Check applicable Ordinance(s): 90-143 Responsible Wage and Benefits 03-1 Community Workforce Program (CWP)

PROJECT INFORMATION See attachment

Contract/Project/Work Order No: 122623B

Contract/Project Title: Crandon Tennis Center Expansion – Telephone System

Description/Scope of Work: (Base Bid) – Furnish and install ShoreTel VOIP System, 227 phones, software, licensing, wiring, equipment testing, new rack system, handset distribution, disposal of old phone system.

Estimated Cost: \$127,141.57

Funding Source: General

Location of Project: 4000 Crandon Blvd., Key Biscayne

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP) See attachment

Engineer's Estimate of required Workforce:

Trade/Skills Required	Est. # of workforce required	Est. # of total days to complete job
N/A	N/A	N/A

Comments: _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
No-measure			
Total			

RECOMMENDATION

Set-Aside: Level 1 Level 2 Level 3 Trade Set-Aside Sub-Contractor Goal Workforce Goal No Measure

Basis for Recommendation: Analysis of Ordinance 97-52 and A.O. 3-22 indicates that a CSBE no-measure is appropriate for this project.

Prepared By: John Gutierrez, Special Projects Administrator 1 *JG*

Approved By: _____

Signature: _____

Date submitted to SBD: _____

PARK AND RECREATION DEPARTMENT
CAPITAL PROGRAMS DIVISION
DBD BREAKDOWN - CONSTRUCTION
Exhibit 'A'

PARK NAME: Crandon Tennis Center Expansion
Project Name: Telephone System
Cost Estimate Prepared by:

Date: 9/10/14
122623B
WKO No.

ITEM #	TASK DESCRIPTION	TOTALS	%
1	GENERAL REQUIREMENTS	\$11,442.74	9.0%
2	SITWORK	\$0.00	0.0%
3	CONCRETE	\$0.00	0.0%
4	MASONRY	\$0.00	0.0%
5	METAL	\$0.00	0.0%
6	WOOD AND PLASTIC	\$0.00	0.0%
7	THERMAL AND MOISTURE PROTECTION	\$0.00	0.0%
8	DOORS AND WINDOWS	\$0.00	0.0%
9	FINISHES	\$0.00	0.0%
10	SPECIALTIES	\$0.00	0.0%
11	EQUIPMENT	\$0.00	0.0%
12	FURNISHINGS	\$0.00	0.0%
13	SPECIAL CONSTRUCTION (Telephone System)	\$115,698.83	91.0%
14	CONVEYING SYSTEMS (NOT USED)	\$0.00	0.0%
15	PLUMBING, HEATING, A/C	\$0.00	0.0%
16	ELECTRICAL	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	DIVISION SUBTOTAL	\$127,141.57	100%
	OVERHEAD AND PROFIT (15%)	\$0.00	
	BASE ESTIMATE (B.E.)	\$0.00	
	(5%)CONTINGENCY ALLOWANCE (.05 * B.E.)	\$0.00	
	PERMIT ALLOWANCE	\$0.00	
	ART IN PUBLIC PLACES ALLOWANCE (.015*B.E.)	\$0.00	
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SUBTOTAL - SPECIAL DEDICATED ALLOWANCE	\$0.00	
	TOTAL DEDICATED ALLOWANCE (PERMIT + AIPP)	\$0.00	
	TOTAL ESTIMATED CONSTRUCTION COST	\$127,141.57	

DEPARTMENT INPUT
CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Check applicable Ordinance(s): 90-143 Responsible Wage and Benefits 03-1 Community Workforce Program (CWP)

PROJECT INFORMATION See attachment

Contract/Project/Work Order No: 122623C

Contract/Project Title: Crandon Tennis Center Expansion – Audio System

Description/Scope of Work: (Base Bid) – Furnish and install a new audio system in headend room, 28 speakers on 400 level, 72 suite level awning speakers, 11 media speakers, 16 in play area, microphones, pole brackets, wiring, and testing.

Estimated Cost: \$138,471.30

Funding Source: General

Location of Project: 4000 Crandon Blvd., Key Biscayne _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP) See attachment

Engineer's Estimate of required Workforce:

Trade/Skills Required	Est. # of workforce required	Est. # of total days to complete job
N/A	N/A	N/A

Comments: _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
No-measure			
Total			

RECOMMENDATION

Set-Aside: Level 1 Level 2 Level 3 Trade Set-Aside Sub-Contractor Goal Workforce Goal No Measure

Basis for Recommendation: Analysis of Ordinance 97-52 and A.O. 3-22 indicates that a CSBE no-measure is appropriate for this project.

Prepared By: John Gutierrez, Special Projects Administrator 1

Approved By: _____

Signature: _____

Date submitted to SBD: _____

PARK AND RECREATION DEPARTMENT
CAPITAL PROGRAMS DIVISION
DBO BREAKDOWN - CONSTRUCTION
Exhibit 'A'

PARK NAME: Crandon Tennis Center Expansion	Date: 9/10/14
Project Name: Audio System	122623C
Cost Estimate Prepared by:	WKO No.:

ITEM #	TASK DESCRIPTION	TOTALS	%
1	GENERAL REQUIREMENTS	\$12,462.42	9.0%
2	SITework	\$0.00	0.0%
3	CONCRETE	\$0.00	0.0%
4	MASONRY	\$0.00	0.0%
5	METAL	\$0.00	0.0%
6	WOOD AND PLASTIC	\$0.00	0.0%
7	THERMAL AND MOISTURE PROTECTION	\$0.00	0.0%
8	DOORS AND WINDOWS	\$0.00	0.0%
9	FINISHES	\$0.00	0.0%
10	SPECIALTIES	\$0.00	0.0%
11	EQUIPMENT	\$0.00	0.0%
12	FURNISHINGS	\$0.00	0.0%
13	SPECIAL CONSTRUCTION (Audio System)	\$126,008.88	91.0%
14	CONVEYING SYSTEMS (NOT USED)	\$0.00	0.0%
15	PLUMBING, HEATING, A/C	\$0.00	0.0%
16	ELECTRICAL	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	DIVISION SUBTOTAL	\$138,471.30	100%
	OVERHEAD AND PROFIT (15%)	\$0.00	
	BASE ESTIMATE (B.E.)	\$138,471.30	
	(5%)CONTINGENCY ALLOWANCE (.05 * B.E.)	\$0.00	
	PERMIT ALLOWANCE	\$0.00	
	ART IN PUBLIC PLACES ALLOWANCE (.015*B.E.)	\$0.00	
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SUBTOTAL - SPECIAL DEDICATED ALLOWANCE	\$0.00	
	TOTAL DEDICATED ALLOWANCE (PERMIT + AIPP)	\$0.00	
	TOTAL ESTIMATED CONSTRUCTION COST	\$138,471.30	