

# Memorandum



**Date:** August 17, 2015

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

**From:** *for* Juan Kuryla, Port Director  
PortMiami

**Subject:** Recommendation for 7360 Miscellaneous Construction Contract Services for  
Cruise Terminal H Tent – HVAC Retrofit, Contract / Project No. 2013-051.08

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PortMiami respectfully requests that the Division of Small Business Development (SBD) evaluate Project No. 2013-051.08 - Cruise Terminal H Tent – HVAC Retrofit, to assign a Small Business Enterprise – Construction (SBE-CON) measure.

The project consists of retrofitting six (6) existing twenty (20) ton portable vertical air conditioning units. Six (6) units shall be retrofitted with fresh air capability and four (4) of the units shall be retrofitted with heating elements. The construction cost estimate for the project is \$74,747.20, which includes 10% contingency.

The SBE-CON goal recommendation is 0.00% due to this project being funded 100% by the Florida Department of Transportation; Grant No. 433363-1-94.01 - Cruise Terminal Upgrades.

We appreciate your assistance, in order to proceed with the advertisement and subsequent bidding of the project. Should you have any questions, please feel free to contact Mrs. Gyselle Pino, Chief of Contracts, Procurement & Materials Management at (305) 347-4833.

Attachments

**DEPARTMENT INPUT**  
**CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Check applicable Ordinance(s):  90-143 Responsible Wage and Benefits  03-237 (formerly 03-1) Community Workforce Program

**PROJECT INFORMATION** See attachment

Contract/Project/\*Work Order No.: 2013-051.08  
 \*Reference corresponding project number when submitting a work order

Contract/Project Title: Cruise Terminal H Tent - HVAC Retrofit

Description/Scope of Work: See attached

Estimated Cost: \$74,747.20 Funding Source: FDOT Funds

Location of Project (street address or beginning and ending points) i.e. 12345 NE 23<sup>rd</sup> Ct or Starts at 135 St. ends at 145 St.  
897 S. America Way, Miami, FL 33132

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP)** See attachment

Engineer/Department or Agency's estimated required workforce for Project  Work Order :

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

Comments: \_\_\_\_\_

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE)** See attachment

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
N/A			

**RECOMMENDATION**

Set-Aside: Level 1  Level 2  Level 3  Trade Set-Aside  Sub-Contractor Goal  Workforce Goal  No Measure   
 Basis for Recommendation: No Measure is recommended due to funding source.

Date submitted to DBD: *John Pino*  
 Contact Person: Gyselle Pino  
 Telephone No.: (305) 347-4833

**1.0 SCOPE OF WORK:**

**The Contractor is responsible to verify all quantities to perform this work. The quantities provided are an approximation only. This is a Lump Sum project.**

**THIS PROJECT IS FUNDED IN PART BY THE FLORIDA DEPARTMENT OF TRANSPORTATION. GRANT NO. 433363-1-94-01 - CRUISE TERMINAL UPGRADES.**

The Contractor shall provide all labor, materials, equipment, supervision and all other items necessary to retrofit six (6) existing 20 Ton portable vertical air conditioning units.

Six (6) units shall be retrofitted with fresh air capability and four (4) of the units shall be retrofitted with heating elements.

In addition, the Contractor shall provide all mechanical connections, fixtures, valves, lines, and plugs needed to complete the scope of work.

All work shall be performed in accordance with the Contract Documents.

All permit requirements shall be followed and enforced as required by each respective government agency and documented in the permit.

# PORTMIAMI

Miami-Dade County

Capital Development Division

Statement of Probable Cost

Cruise Terminal H Tent - HVAC Retrofit

Item Description	Unit	Quantity	Item Total
General Requirements (Mobilization, MOT, etc.)	LS	1	\$ 8,200.00
Outside Air Ducting and Connection	LS	1	\$ 9,504.00
Outside Air Damper and Controls	LS	1	\$ 7,920.00
Carbon Dioxide (CO2) Monitor and Controls	LS	1	\$ 24,640.00
Electric Heater Module Installation	LS	1	\$ 7,920.00
Test and Balance	LS	1	\$ 1,320.00
Electric Heater Connections	LS	1	\$ 2,112.00
New Wiring for Electrical Heaters	LS	1	\$ 4,224.00
Smoke Detectors Connections	LS	1	\$ 2,112.00
		<b>Base Total</b>	<b>\$ 67,952.00</b>
		<b>10% Contingency</b>	<b>\$ 6,795.20</b>
		<b>Subtotal</b>	<b>\$ 74,747.20</b>
		<b>3% Dedicated Allowance for Permits</b>	<b>\$ 2,038.56</b>
		<b>Project Grand Total</b>	<b>\$ 76,785.76</b>

## Taylor, Coralee (ISD)

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**From:** Ramirez, Frank (Seaport)  
**Sent:** Monday, August 17, 2015 3:15 PM  
**To:** Johnson, Laurie (ISD)  
**Cc:** Pino, Gyselle (Seaport); Smith, Leticia (Seaport); Ramirez, Frank (Seaport); Taylor, Coralee (ISD); Castellanos, Ruth (ISD); Martin, Marcia (ISD); White, Lourdes (ISD)  
**Subject:** Request for Review for SBE Goal - (7360 MCC) Project No. 2013-051.08 - Cruise Terminal H Tent - HVAC Retrofit  
**Attachments:** 2015 08 17\_SBD Memo\_2013-051.pdf

Good afternoon Laurie,

Attached for your review is the package to Small Business Development which contains:

- Memo (with scope of work)
- Cost Estimate
- Dept. Input Recommendation Form for the subject project.
- CWP Analysis

If you have any questions or comments, please let us know. Your assistance in this matter is greatly appreciated.

Regards,

**Frank Ramirez**

Program Management Consultant

Miami-Dade County PortMiami

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