

Memorandum



Date: September 28, 2015

To: Gary Hartfield, Division Director
Small Business Development

From: *JK* 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-R

PortMiami respectfully requests that the Division of Small Business Development (SBD) evaluate Project No. 2013-051.08-R - 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 \$86,911.00, 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-R

*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: \$86,911.00 Funding Source: FDOT Funds

Location of Project (street address or beginning and ending points) i.e. 12345 NE 23rd 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: 09/28/2015
 Contact Person: Gyselle Pino *for Leticia Smith*
 Telephone No.: (305) 347-4833 *MANAGER*

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 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.

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

Lastly, Contractor shall contract with original tent manufacturer to cut and re-seal penetration for exhaust ventilation duct-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	\$ 8,000.00
Outside Air Ducting and Connection	LS	1	\$ 9,720.00
Outside Air Damper and Controls	LS	1	\$ 8,100.00
Carbon Dioxide (CO2) Monitor and Controls	LS	1	\$ 25,200.00
Electric Heater Module Installation	LS	1	\$ 9,000.00
Test and Balance	LS	1	\$ 1,350.00
Tent Fabric Cut & Seal	LS	1	\$ 9,000.00
Electric Heater Connections	LS	1	\$ 2,160.00
New Wiring for Electrical Heaters	LS	1	\$ 4,320.00
Smoke Detectors Connections	LS	1	\$ 2,160.00
		Base Total	\$ 79,010.00
		10% Contingency	\$ 7,901.00
		Subtotal	\$ 86,911.00
		3% Dedicated Allowance for Permits	\$ 2,370.30
		Project Grand Total	\$ 89,281.30

Taylor, Coralee (ISD)

From: Ramirez, Frank (Seaport)
Sent: Friday, September 25, 2015 4:34 PM
To: Johnson, Laurie (ISD)
Cc: Pino, Gyselle (Seaport); Smith, Leticia (Seaport); Ramirez, Frank (Seaport); Taylor, Coralee (ISD); Bechtold, Richard (ISD)
Subject: RPQ/Project No. 2013-051.08-R - Cruise Terminal J HVAC Retrofit



2015 08 17_SBD 2015 08 21_SBD
Memo_2013-051...Worksheet_2013...

Good afternoon Laurie,

PortMiami is preparing to re-advertise the subject project via 7360 MCC. The re-advertisement is due to a minor modification in scope, which increased the base cost estimate from \$67,952.00, to \$79,010.00, and the addition of license categories for the prime contractor (A/C unlimited), and the sub-contractor (canopy).

This project is FDOT funded; therefore, no measures were applied for the first solicitation (see attached).

Since no measures are applicable due to the funding source, is it necessary to re-submit the SBD Memo and receive a new Project Worksheet?

Please advise.

Thank you in advance, and have a great weekend!!!

Frank Ramirez

Program Management Consultant
Miami-Dade County PortMiami
1007 N. America Way, Suite 311
Miami, Florida 33132
T: 305-347-5508
C: 305-609-9976
E: rfrank@miamidade.gov

PORTMIAMI



Small Business Development Division Project Worksheet

Project/Contract Title: CRUISE TERMINAL H TENT - HVAC RETROFIT
Project/Contract No: RPQ NO. 2013-051.08
Department: SEAPORT
Estimated Cost of Project/Bid: \$74,747.00
Description of Project/Bid: To establish a contract to provide all labor, materials, equipment, supervision and all other items necessary to retrofit six (6) existing 20 Ton portable vertical air conditioning units. The six (6) units shall be retrofitted with fresh air capability and four (4) of the units shall be retrofitted with heating elements.

Received Date: 08/17/2015
Funding Source: FDOT FUNDS
Resubmittal Date(s):

Contract Measures Recommendation		
Measure	Program	Goal Percent
No Measure	DBE	

Reasons for Recommendation
<p>THIS IS A FEDERALLY FUNDED CONTRACT. THE FUNDING SOURCE (FDOT) PRECLUDES THE APPLICATION OF LOCAL SMALL BUSINESS PARTICIPATION GOALS.</p> <p>CWP Not Applicable: Funding Source - FDOT</p> <p>Trade Category: 238220-Plumbing, Heating, And Air-Conditioning Contractors</p>

Small Business Contract Measure Recommendation				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Plumbing, Heating, and Air-Conditioning Contractors	DBE			
Total				

Living Wages: YES NO
Highway: YES NO
Heavy Construction: YES NO

Responsible Wages: YES NO
Building: YES NO

Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.

REVIEW RECOMMENDATION			
Tier 1 Set Aside _____	Tier 2 Set Aside _____		
Set Aside _____	Level 1 _____	Level 2 _____	Level 3 _____
Trade Set Aside (MCC) _____	Goal _____	Bid Preference _____	
No Measure _____	Deferred _____	Selection Factor _____	
CWP _____	 SBD Director	8/21/15 Date	



BUSINESS & PROFESSIONAL DEVELOPMENT DIVISION
ASSIGNMENTS/CORRESPONDENCE

FROM: Marcia Martin

DATE: August 19, 2015

Request for Approval

Signature and Date of Approval

- Laurie Johnson
- Veronica Clark
- Gary Hartfield

[Handwritten signatures and dates in blue ink]

COMMENTS

Project Worksheet: Project No: RPQ NO. 2013-051.08

CRUISE TERMINAL H TENT - HVAC RETROFIT

Logged out by

_____ **Date**

[Red handwritten mark]

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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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

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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: _____

Contact Person: Gyselle Pino

Telephone No.: (305) 347-4833

1.0 SCOPE OF WORK:

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PORTMIAMI

Miami-Dade County

Capital Development Division

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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
		Base Total	\$ 67,952.00
		10% Contingency	\$ 6,795.20
		Subtotal	\$ 74,747.20
		3% Dedicated Allowance for Permits	\$ 2,038.56
		Project Grand Total	\$ 76,785.76

Taylor, Coralee (ISD)

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

1007 N. America Way, Suite 311

Miami, Florida 33132

T: 305-347-5508

C: 305-609-9976

E: rfrank@miamidade.gov

PORTMIAMI

Martin, Marcia (ISD)

From: Martin, Marcia (ISD)
Sent: Wednesday, August 19, 2015 10:27 AM
To: (SPEE) WEP Portal Request
Cc: Johnson, Laurie (ISD); Taylor, Coralee (ISD); White Jr., Tyrone (ISD); Castellanos, Ruth (ISD); Duncombe, Kelly (ISD); White, Lourdes (ISD); Washington, Latoya (ISD)
Subject: SBE- Construction (Coralee)
Attachments: 2013-015.08-project-package.pdf

Good afternoon:

Please update the Project Review Website – **(Construction) - SBE** as follows:

Date Received: August 19, 2015

Project No.: 2013-015.08

Project Title: Cruise Terminal H Tent – HVAC Retrofit

2013-015.08- Project Package

Department's Recommendation – No Measure (Federally Funded)

SBD Project Breakout – N/A

Additional Information - N/A

Verification of Availability – Under Review

SBD Analysis and Recommendation – Under Review

SBD Final Recommendation – Under Review

Regards,

Marcia Martin, Capital Improvements Analyst
Miami-Dade County – Internal Services Department, Small Business Development
111 N.W. 1st Street, 19th Floor, Miami, FL 33128
(305) 375-2660; vreedon@miamidade.gov
"Delivering Excellence Every Day"

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"For the New Project Review & Analysis Process"

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