

Memorandum



Date: February 12, 2013

To: Sherri McGriff, Business Support Services Division Director,
Regulatory & Economic Resources Department

From: Milton L. Collins, Associate Director *MJC*
Miami-Dade Aviation Department, Minority Affairs Division

Subject: CSBE Recommendation
MIA-South Terminal 5th Floor Mechanical Room 5K502 Existing Modification
MCC-B-313-A

The Minority Affairs Division has reviewed the subject project for recommendation of contract measures and concurs with the MCC-8-10 Contractor Recommendation of 79% or \$31,250.00 of \$39,741.25.

The Community Workforce Program (CWP) does not apply as duration of the project is less than 30 days and contract amount is less than \$100,000.00.

If additional information is needed, please call me at (305) 876-7221 or C. Corrales at (305) 876-7991.

Attachments (7)

cc: V. Clark, SBD
L. Johnson, SBD
K. Duncombe, SBD
J. Gonzalez, MDAD
A. Calderin, MCM
V. Mirabal, MCM
C. Corrales, MDAD
Project File

Duncombe, Kelly (RER)

From: Corrales, Caridad (Aviation) [CCORRALES@miami-airport.com]
Sent: Tuesday, February 12, 2013 12:05 PM
To: McGriff, Sherri (RER)
Cc: Clark, Veronica (RER); Johnson, Laurie (RER); Duncombe, Kelly (RER); Gonzalez, Juan A. (Aviation); acalderin@MCMcorp.com; vmirabal@MCMCORP.com; Collins, Milton (Aviation)
Subject: Recommendation Memorandum MCC-B-313-A
Attachments: MinorityAffairsSharpScannerDoNotReply_20130212_120745.pdf

Good afternoon, attached is the Recommendation Memo for the MIA South Terminal 5th Floor Mechanical Room 5K502 Existing Modification , MCC-B-313-A. Please advise our office if additional information is needed.

Thank you,

Caridad "Cookie" Corrales
Contract Compliance Specialist II
MDAD-Minority Affairs Division
Phone: (305) 876-7991 Fax: (305)-876-0382
E-mail: ccorrales@miami-airport.com



Date: January 18, 2013
To: Milton L. Collins, Associate Director, MDAD Minority Affairs
From: Alberto Calderin, Munilla Construction Management, LLC (MCM) - MCC-8-10
Subject: **CSBE Recommendation**
MJA- South Terminal 5th Floor Mechanical Room 5K502 Exiting Modification, MCC-B-313-A

This is a request for the Miami-Dade County Regulatory and Economic Resources Department, Small Business Development to review the following recommendation for CSBE contract measures, in order for the MCC-8-10 Contractor to proceed with the necessary work to furnish and install metal stairs, railings, and "Exit" signs and minor paint.

The Contractor's staff has evaluated the project and recommends a CSBE trade set-aside measures for the following trades:

- Package "A" Miscellaneous Metals
- Package "B" Miscellaneous Work,
- Package "C" Electrical

The suggested CSBE subcontract items are listed on the Department Contract Measures Recommendation and Analysis form attached. This evaluation is based the CSBE Certification List as of January 17, 2013 from the Department of Small Business Development.

The Community Workforce Program (CWP) does not apply as duration of the project is less than 30 days and contract amount is less than \$100,000.00.

Total suggested Community Small Business Enterprise participation for this project is:

79% or \$ 31,250.00 of \$39,741.25

The MDAD Miscellaneous Construction Contract (MCC-8-10) requires that the General Contractor shall enter into subcontractor agreements to perform the work. Prior to the issuance of each Project Order Draft, or in the event of

an emergency, as soon thereafter as practicable, per Ordinance 97-52, Miami Dade County will review each project for the establishment of contract measures relevant to Community Small Business Enterprise (CSBE) participation in the work to be performed, and will establish on each Project Order Draft as it is transmitted to the Contractor.

C: Juan Gonzalez - MDAD
File

CC1313604

BUILDING EXCELLENCE
4301 N.W. 22nd Street, Bldg. 3030, 2nd Floor, Miami, FL 33102-5504
PHONE 305.860.4503 www.mcmcorp.com FAX 305.860.4566

E971501

**DEPARTMENT CONTRACT MEASURES RECOMMENDATION AND ANALYSIS
CSBE**

To: Milton Collins - Associate Director
MDAD - Minority Affairs Division

From: Alberto Calderin MCC-B-10
General Manager/Munilla Construction Management, LLC (MCM) MCC-B

Project/Contract Title: MIA - South Terminal 5th Floor Mechanical Room 5K502 Exiting Modifc

Contract Number: MCC-MCC-B-313-A

Department: Aviation

Estimated Cost of Project/Bid: 39,741.25 Funding Source: Aviation Bonds

Description of Project/Bid: Furnish and install staircase with railings, install "Exit" signs and minor painting

Contract Measures Recommendations

Set aside Trade Set aside | 31,250 | Bid Preference
Goal 0% No Measures

Reasons for Recommendation

This is a reasonable contract measure, based on the availability of CSBE firms for the trades available on this project.

Analysis for Recommendation of a Goal

<u>Subtrade</u>	<u>Estimated Cost</u>	<u>% Of Item to Base Bid</u>	<u>CSBE Availability</u>
Pkg. "A" Miscellaneous Metals	20,000	50.3%	
Pkg. "B" Miscellaneous Work	3,760	9.4%	
Pkg. "C" Electrical	7,500	18.9%	

Total	<input type="text"/> 31,250	<input type="text"/> 79%
Project cost	31,250	Input from bid line item
Allow. & Fee	6,054	Input from bid line item
Pre-Const. Svcs	2,438	Input from bid line item
Goal basis	<input type="text"/> 39,741	

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.: 7788 B-313-A
 *Reference corresponding project number when submitting a work order

Contract/Project Title: MIA-South Terminal 5th Floor Mechanical Room 5K502
Existing modify.

Description/Scope of Work: Furnish / Install metal stairs
with "EXIT" signs and minor painting

Estimated Cost: \$ 39,744.05 Funding Source: _____

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.

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

Comments: _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

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

RECOMMENDATION

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

Basis for Recommendation: _____

Date submitted to DBD: _____
 Contact Person: _____
 Telephone No.: _____



January 18, 2013

Mr. Juan Gonzalez
Project Manager
Miami Dade Aviation Department
P.O. Box 028504
Miami, Florida 33102-5504

RE: MIA-South Terminal 5th Floor Mechanical Room 5K502 Exiting Modification
MCC- B-313-A

Dear Mr. Gonzalez:

We are pleased to present to you the following **Project Construction Packaging Plan** for the above referenced:

Project Estimate: **\$39,741.25** (Thirty Nine Thousand Seven Hundred Forty One Dollars and Twenty Five Cents).

This project is to be completed in approximately **21 calendar days**.

This estimate is broken down on the attached spreadsheet, and is based on the following conditions.

Drawing	Title	Date
A-1	Floor Plan, Section and Elevation	11/01/2012
A-1.1	Life Safety Plan	11/01/2012
E-SK-522	Luminaire Schedule	11/01/2012
E-SK-523	Light Fixture	11/01/2012
E-SK-524	Luminaire Schedule	11/01/2012
E-SK-525	Lighting Fixture Schedule	11/01/2012

1. Work to begin, after approved Project Order and after receipt of approved Building Permits and Notice to Proceed.
2. This estimate does not include an allowance account for unforeseen conditions.
3. This estimate will stay in effect for a period of not more than thirty (30) days from the date of this correspondence.

If there are any questions, please do not hesitate to contact me.

Sincerely,

Alberto Calderin
General Manager

/s/ gm
Cc: File

Munilla Construction Management, LLC (MCM) Bid Line Item Sheet

Project Name: South Terminal 5th Floor Mechanical Room 5K502 Exiting Modification

Project No.: TMCC-B-313-A

ITEM NO.	DESCRIPTION	SUB PKG	SET ASIDE	AMOUNT
	Miscellaneous Metals	A	CSBE	\$20,000.00
	Miscellaneous Work	B	CSBE	\$3,750.00
	Electrical	C	CSBE	\$7,500.00
	Subtotal			\$31,250.00
	Allowance Account (10%)			\$3,125.00
	Subtotal			\$34,375.00
	MCC Fee (8.52 %)			\$2,928.75
	SUBTOTAL			\$37,303.75
	Pre-Construction Project Order Draft Service Cost:	Hours	Rate	
	Estimator - hourly rate	32	\$42.00	\$1,344.00
	Scheduler/Safety Coordinator - hourly rate	20	\$35.75	\$715.00
	CSBE Program Manager - hourly rate	6	\$41.00	\$246.00
	CSBE Clerk - hourly rate	5	\$26.50	\$132.50
			TOTAL	\$39,741.25



PROJECT ESTIMATE

5th FL Mechanical Room

PROJECT: LOCATION:

5th FL Mechanical Room
Miami-Dade County FL

Design/Construct: 30 Days
Budget: 25000

BID DATE:
BID TIME: 2:00 PM
Lia. Name:

DESCRIPTION:
MINORITY RECD:

SOFT: 100
Attendee:

Group	Phase	Description	Notes	Labour	Material	Equipment	Other	Sub	Total	
5000.000		METALS								
A	5500.000	Miscellaneous Metals								
		Plate, Railings						20,000	20,000	
		Miscellaneous Metals	B					20,000	20,000	
		METALS						20,000	20,000	
7900.000		THERMAL & MOISTURE PROT.								
B	7500.000	Roof								
		Roof Protection	Visqueen/Plastic protection						1,600	1,600
		Roof							1,600	1,600
		THERMAL & MOISTURE PROT.						1,500	1,500	
8000.000		FINISHES								
B	8500.000	Paints & Coatings								
		Painting							1,250	1,250
		Paints & Coatings	B						1,250	1,250
		FINISHES						1,250	1,250	
10000.000		SPECIALTIES								
B	10400.000	Identification Devices								
		Exit Sign							1,000	1,000
		Identification Devices	B						1,000	1,000
		SPECIALTIES							1,000	1,000
16000.000		ELECTRICAL SYSTEMS								
C	16100.000	Electrical Work								
		Lighting of Panel							7,500	7,500
		Electrical Work	B						7,500	7,500
		ELECTRICAL SYSTEMS						7,500	7,500	

Estimate Totals

Description	Amount	Total	Hours	Rate	Cost Basis	Cost per Unit	Percent of Total
Labour							
Material							
Subcontract	31,250					312,500 /SF	75.50%
Equipment							
Other	31,250	31,250				312,500 /SF	75.50%
Allowance Account	3,125			10.000 %	T	31,250 /SF	7.55%
	3,125	34,375				343,750 /SF	7.55%
MCM Gen. Conditions	3,438			10.000 %	T	34,375 /SF	8.32%
	3,438	37,813				378,125 /SF	8.32%
Overhead & Profit	3,522			8.520 %	T	35,217 /SF	8.52%
Total		41,335				413,342 /SF	



Phone: 305-869-4562
Fax: 305-869-4566

TRANSMITTAL
No. 00024

PROJECT: MCC 8-10

DATE: 22/JAN/13

TO: Miami Dade Aviation Department

REF: MIA-So. Terminal 5th Floor
Mechanical Room 5K02
MCC-B-813-A

ATTN: Juan Gonzalez

WE ARE SENDING:	SUBMITTED FOR:	ACTION TAKEN:
<input type="checkbox"/> Shop Drawings	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Approved as Submitted
<input type="checkbox"/> Letter	<input type="checkbox"/> Your Use	<input type="checkbox"/> Approved as Noted
<input type="checkbox"/> Prints	<input checked="" type="checkbox"/> As Requested	<input type="checkbox"/> Returned After Loan
<input type="checkbox"/> Change Order	<input type="checkbox"/> Review and Comment	<input type="checkbox"/> Resubmit
<input type="checkbox"/> Plans		<input type="checkbox"/> Submit
<input type="checkbox"/> Samples	SENT VIA:	<input type="checkbox"/> Returned
<input type="checkbox"/> Specifications	<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Returned for Corrections
<input type="checkbox"/> Other: Construction Packaging Plan	<input type="checkbox"/> Separate Cover Via:	<input type="checkbox"/> Due Date:

ITEM NO.	ITEM	SUBMITTAL	DATE	REV.	DESCRIPTION	STATUS	COPIES
01			21/JAN/13		Construction Packaging Plan including Contract Measure Recommendations	OPN	01

Remarks:

cc: *Muthon Collins*

Received By: _____

Date: _____

Expedition

Signed: _____

Alberto Calderin

*1/24/2013 left messages for Juan -
Est. 8310*