


Memorandum



Date: March 1, 2018

To: Gary Hartfield, Division Director
Internal Services Department, Small Business Development

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

Subject: Recommendation of Contract Measures:
MIA-Relocation of Swissport Shop and Offices
Project No. MCC P-256-C(S)

RECOMMENDATION:

This is a request for Small Business Development (SBD) to approve the subject project in order for the Department to proceed to obtain a Project Worksheet for the MIA-Relocation of Swissport Shop and Offices, Project No. MCC P-256-C(S). The Minority Affairs Division and the User Department staff have evaluated the subject project and recommend **SBE /Construction Trade Set Aside** for the following packages:

- Package "A" Miscellaneous General Work
- Package "B" Drywall
- Package "C" Doors
- Package "D" Windows
- Package "E" Painting
- Package "F" Fire Sprinklers
- Package "G" Plumbing
- Package "H" HVAC
- Package "I" Electrical

PROJECT DESCRIPTION:

This request is for SBD to review the following recommendation in order for the MCC-8-10 Contractor to proceed with the necessary work to convert a warehouse into a repair shop and offices for Swissport at Building 701 ground floor. Work includes demolition, new construction, drywall, windows, doors, painting, and new upgrades to existing mechanical, plumbing and electrical work.

The Community Workforce Program (CWP) breakdown is attached for the required goal. The total suggested SBE/Construction participation for this project is: 100% of \$471,583.88 (Trade Set-Aside) – Total Estimated Amount is \$560,034.15. This project is to be completed in approximately (90) calendar days.

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 (SBE/Construction) participation in the work to be performed, and will establish on each Project Order Draft as it is transmitted to the Contractor.

Recommendation of Contract Measures:
MIA-Relocation of Swissport Shop and Offices
Project No. MCC P-256-C(S)
Page 2 of 2

Please advise our office if additional information is needed to complete this process.

Attachments

c: L. Johnson, SBD
A. Calderin, MCM
V. Mirabal, MCM
R. Solorzano, MDAD
C. Corrales, MDAD
File

**DEPARTMENT CONTRACT MEASURES RECOMMENDATION AND ANALYSIS
CSBE**

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

From: Alberto Calderin MCC-8-10
General Manager/Munilla Construction Management,LLC (MCM) MCC-8

Project/Contract Title: MIA-Relocation of Swissport Shop and Offices

Contract Number: MCC-P-256-C(S)

Department: Aviation

Estimated Cost of Project/Bid: 560,034.15 Funding Source: Aviation Bonds

Description of Project/Bid: Construction of new offices and shops for Swissport. Work includes upgrades to electrical, plumbing, HVAC, fire sprinkler, painting, etc.

Contract Measures Recommendations

Set aside Trade Set aside | 471,584 | Bid Preference
Goal 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>SBE/Construction Availability</u>
General Work Pkg. "A"	93,504.13	19.8%	
Drywall Pkg. "B"	49,464.55	10.5%	
Doors Pkg. "C"	5,432.15	1.2%	
Windows Pkg. "D"	7,062.00	1.5%	
Painting Pkg. "E"	16,886.67	3.6%	
Fire Sprinklers Pkg. "F"	8,622.70	1.8%	
Plumbing Pkg. "G"	111,016.17	23.5%	
HVAC Pkg. "H"	18,928.87	4.0%	
Electrical Pkg. "I"	160,666.64	34.1%	

Total	471,583.88	100%
Project cost	471,584	input from bid line item
Allow. & Fee	88,450	input from bid line item
Pre-Const. Svcs	0	input from bid line item
Goal basis	560,034.15	



February 27, 2018

Mr. Ricardo Solorzano
Project Manager
Miami Dade Aviation Department
P.O. Box 025504
Miami, Florida 33102-5504

RE: MIA – Relocation of Swissport Shop and Offices Phase II
MCC-P-256-C(S)

Dear Mr. Solorzano:

We are pleased to present to you the following **Project Construction Packaging Plan** for the above referenced project, based on **100% drawings** prepared by:

Jorin and Associates, Inc.
1627 Brickell Ave., Unit 1906
Miami, Florida 33129
(305)854-3633

Project Estimate: \$560,034.15 (Five Hundred Sixty Thousand Thirty Four Dollars and Fifteen Cents).

Liquidated Damages and Liquidated Indirect: \$ N/A Calendar Days

This project is to be completed in approximately 90 calendar days.

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

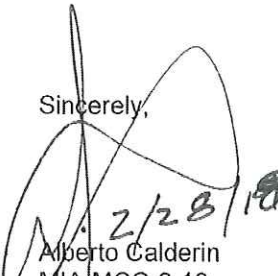
Drawing	Title	Date
C-0.0	COVER SHEET	
D-1	EXISTING / DEMOLITION PLAN	01/18/2018
A-1	PROPOSED FLOOR PLAN	01/18/2018
A-2	PROPOSED FLOOR PLAN	01/18/2018
A-3	PROPOSED FLOOR PLAN	01/18/2018
A-4	PROPOSED FLOOR PLAN	01/18/2018
A-5	PROPOSED FLOOR PLAN	01/18/2018
S-1	PROPOSED GROUND FLOOR PLAN – STRUTURAL	01/18/2018
S-2	PROPOSED GROUND FLOOR PLAN – STRUTURAL	01/18/2018
S-3	PROPOSED GROUND FLOOR PLAN – STRUTURAL	01/18/2018
S-4	PROPOSED GROUND FLOOR PLAN – STRUTURAL	01/18/2018
FP-1	PROPOSED FIRE PROTECTION PLAN	01/18/2018
FP-2	PROPOSED FIRE PROTECTION PLAN	01/18/2018
P-1	EXISTING / DEMOLITION PLUMBING PLAN	01/18/2018
P-2	PROPOSED PLUMBING FLOOR PLAN	01/18/2018
P-3	PROPOSED PLUMBING FLOOR PLAN	01/18/2018
P-4	PROPOSED PLUMBING FLOOR PLAN	01/18/2018
P-5	PROPOSED PLUMBING FLOOR PLAN	01/18/2018
M-1	EXISTING / DEMOLITION PLAN MECHANICAL	01/18/2018
M-2	PROPOSD MECHANICAL PLAN	01/18/2018

M-3	PROPOSD MECHANICAL PLAN	01/18/2018
E-1	EXISTING / DEMOLITION PLAN - ELECTRICAL	01/18/2018
E-2	PROPOSED ELELCTRICAL PLAN	01/18/2018
E-3	PROPOSED LIGHTING PLAN	01/18/2018
E-4	PROPOSED ELECTRICAL PLAN	01/18/2018
E-5	PROPOSED ELECTRICAL PLAN	01/18/2018
E-6	PROPOSED FIRE ALARM PLAN	01/18/2018
E-7	PROPOSED ELECTRICAL PLAN	01/18/2018

1. Work to begin, after approved Project Order and after receipt of approved Building Permits and Notice to Proceed.
2. This estimate includes 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,



2/28/18
Alberto Calderin
MIA-MCC-8-10
General Manager
/gm

Cc: Milton Collins – MDAD Minority Affairs Division

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

Project Name: MIA - Relocation of Swissport Shop and Offices

Project No. MCC-P-256-C(S)

ITEM NO.	DESCRIPTION	SBE/C TRADE SET-ASIDE		AMOUNT
	General Work	PKG. A	SBE/C	\$93,504.13
	Drywall	PKG. B	SBE/C	\$49,464.55
	Doors	PKG. C	SBE/C	\$5,432.15
	Windows	PKG. D	SBE/C	\$7,062.00
	Painting	PKG. E	SBE/C	\$16,886.67
	Fire Sprinklers	PKG. F	SBE/C	\$8,622.70
	Plumbing	PKG. G	SBE/C	\$111,016.18
	HVAC	PKG. H	SBE/C	\$18,928.87
	Electrical	PKG. I	SBE/C	\$160,666.63
	Subtotal			\$471,583.88
	Allowance Account (10%)			\$47,158.39
	Subtotal			\$518,742.27
	MCC Fee (.0796%)			\$41,291.88
	TOTAL			\$560,034.15

MCM, LLC
1/24/2018
MCC-8-10

Pre-Construction Project Order Draft # 77

PROJECT NAME: MIA Relocation Of Swissport Shop And Offices
 PROJECT NO: P-256C (S)
 CONTRACT TITLE: MCC 8 DATE: 1/24/2018
 CONTRACTOR: MCM ATTACHED PAGES: 0

PLEASE SUBMIT WITHIN 25 DAYS OF THIS PROJECT ORDER DRAFT YOUR PROJECT ORDER PROPOSAL FOR THE SUBJECT PROJECT IN ACCORDANCE WITH THE FOLLOWING PROJECT DESCRIPTION AND CONDITIONS:

SCOPE :Provide Labor and material to convert a warehouse to a repair shop for Swissport at building 701 ground floor.

PLANS AND SPECIFICATIONS:




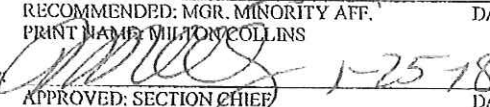
- C-0
- D-1,A-1,A-2, A-3, A-4, A-5
- E-1,E-2, E-3,E-4, E-5, E-6, E-7
- FP-1, FP-2
- M-1, M-2, M-3
- P-1, P-2, P-3, P-4, P-5

SUBCONTRACTING REQUIREMENTS TBD (SBE MEASURES: _____ OR DBE GOALS: _____ %

TIME OF COMPLETION: 4 months

LIQUIDATED DAMAGES:N/A

SPECIAL INSTRUCTIONS:

By:  1/24/18	By:  1/25/18
APPROVED: PROJECT CONSULTANT	RECOMMENDED: MGR. MINORITY AFF.
PRINT NAME: Sylvia Jorin	PRINT NAME: MILTON COLLINS
By:  1/24/18	By:  1-25-18
RECOMMENDED: MDAD PROJECT MANAGER	APPROVED: SECTION CHIEF
PRINT NAME: Ricardo Solorzano	PRINT NAME: Enrique Perez

cc: A/E, MDAD-Project Control, MDAD-Minority Affairs, MCM Corp., MDAD Project Mnnager, Project File.