

# Memorandum



**Date:** September 11, 2014

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

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

**Subject:** CSBE Recommendation  
MIA - Elevator Sump Pumps @ Cc "E" Lobby  
Project #MCC-P049A - 132702

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The Minority Affairs Division has reviewed the subject project for the recommendation of contract measures and concurs with the MCC-8-10 Contractor's Recommendation of a **No Measure** as per the attached CSBE Schedule of Intent Affidavits for the following trades:

- **Package "A" Plumbing – Richlin Plumbing Inc. CSBE Cert. No.13866**
- **Package "B" Electrical – Thevenin Enterprises, Inc. CSBE Cert. No. 11717**

Total suggested Community Small Business Enterprise participation for this project is: **80% - \$127,104.00 of the total contract amount of \$158,024.51.**

The review process for contract measures was omitted as the MCC-8-10 Contractor' was directed by MDAD to proceed on an emergency basis. Therefore, the bidding process was expedited and local contractors were called to submit proposals for immediate review and recommendation to award for emergency work to commence immediately after.

The Community Workforce Program (CWP) will not apply as work per trade will be less than thirty (30) days and below the budget amount per ordinance.

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

Attachments (12)

cc: J. Cueto, MDAD  
A. Calderin, MCM  
V. Mirabal, MCM  
L. Johnson, SBD  
C. Taylor, SBD  
C. Corrales  
Project File



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**Date:** August 22, 2014  
**To:** Milton L. Collins, Associate Director, MDAD Minority Affairs  
**From:** Alberto Calderin, Munilla Construction Management, LLC (MCM) - MCC-8-10  
**Subject:** **CSBE Recommendation**  
MIA – Elevator Sump Pumps @ Cc "E" Lobby – Project # MCC-P049A - 132702

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This is a request for review of the following recommendation for CSBE contract measures, in order for the MCC-8-10 Contractor to proceed with the necessary emergency work. The work consists of furnishing and installing new elevator sump pumps with new branch circuit wiring and drain connections. This work is critical to the operations of the MIA Hotel Lobby as elevators are required to be in full operation in order to meet code. Per this directive from the Owner, the MCC contractor had to proceed on an emergency manner to secure contracts. The bidding process had to be expedited in order to have contractors perform the work as soon as possible. Therefore, the project was bid, contractors have already been recommended to the Owner, and work is expected to begin shortly. Attached you will find copies of sign in sheets for the bidding process.

The Contractor's staff has evaluated the project and recommends a CSBE trade set-aside measures as per the attached CSBE Schedule of Intent Affidavits for the following trades:

- Package "A" Plumbing – Richlin Plumbing Inc. (CSBE)
- Package "B" Electrical – Thevenin Enterprises, Inc. (CSBE)

The suggested CSBE subcontract items are listed on the Department Contract Measures Recommendation and Analysis form attached. This evaluation is based on the CSBE Certification List as of August, 8, 2012 from the County Small Business Development Department.

Total suggested Community Small Business Enterprise participation for this project is:  
**80% - \$127,104.00 of the total contract amount of \$158,024.51**

The Community Workforce Program (CWP) will not apply as work per trade will be less than 30 days and below the budget amount per ordinance.

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.

**Cc:** Jose E. Cueto - MDAD  
File

**DEPARTMENT CONTRACT MEASURES RECOMMENDATION AND ANALYSIS  
CSBE**

**To:** Miton 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 - Elevator Sump Pumps @ Co "E" Lobby

**Contract Number:** MCC- P049A - 132702

**Department:** Aviation

**Estimated Cost of Project/Bid:** 158,024.51 **Funding Source:** Aviation Bonds

**Description of Project/Bid:** Demolition of existing gardening planters and portion of roof due to planters to remediate roof leak problem.

**Contract Measures Recommendations**

Set aside  Trade Set aside | 127,104 | 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>CSBE Availability</u>
Pkg. "A" Plumbing	118,634	75.1%	
Pkg. "B" Electrical	8,470	5.4%	

<b>Total</b>	<b>127,104</b>	<b>80%</b>
<i>Project cost</i>	127,104	input from bid line item
<i>Allow. &amp; Fee</i>	29,333	input from bid line item
<i>Pre-Const. Svcs</i>	1,588	input from bid line item
<b>Goal basis</b>	<b>158,025</b>	

**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.: MCC-7049A - 132702

\*Reference corresponding project number when submitting a work order

Contract/Project Title: MIA - Elevator Sump Pumps @ Cc "E" Lobby

Description/Scope of Work: furnish and install elevator sump pumps to include electrical + plumbing work

Estimated Cost: \_\_\_\_\_ Funding Source: \_\_\_\_\_

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.

**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
<u>n/a</u>		

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.: \_\_\_\_\_