


# Memorandum



**Date:** April 29, 2019

**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 Request:  
MIA - NTD D41 Road Guardrail & Access Ladder  
Project No. MCC-W-120-A

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## **RECOMMENDATION:**

This is a request for Small Business Development (SBD) to approve the subject project in order for the Department to proceed with the approval to receive a Project Worksheet for the MIA - NTD D41 Road Guardrail & Access Ladder, Project No. MCC-W-120-A.

The Minority Affairs Division and the Contractor's staff have evaluated the subject project and recommend an SBE/Construction Trade Set-Aside for the following trades:

- Package "A" Miscellaneous Metals

This request is for SBD to review the following recommendation in order for the MCC-8-10 Contractor to proceed with the work associated with this project. The purpose of this work is to install new roof guardrail and access ladders in D41. Contractor is responsible to provide and install the parapet guardrails, roof ladders and all the plates, angles, bolts, and any other buildup necessary to complete the project as designated.

The project estimated cost is \$44,032.27. The total suggested SBE/Construction participation for this project is 100% of \$36,886.60 (Trade Set-Aside). This project is to be completed in approximately forty-five (45) calendar days.

The Community Workforce Program (CWP) breakdown is attached for the required goal.

The suggested SBE/Construction subcontract items are listed on the Department Contract Measures Recommendation and Analysis form attached. This evaluation is based on the SBE/Construction Certification List as of June 2018 from the Department of Business Development.

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 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.

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

Recommendation of Contract Measures Request:  
MIA - NTD D41 Road Guardrail & Access Ladder  
Project No. MCC-W-120-A  
Page 2 of 2

#### Attachments

c: L. Johnson, SBD  
A. Calderin, MCM  
V. Mirabal, MCM  
I. McNeill, MCM  
L. Salas, MDAD  
C. Corrales, 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-8-10

Project/Contract Title: MIA - NTD D41 Roof Guardrail & Access Ladder

Contract Number: MCC-W-120-A

Department: Aviation

Estimated Cost of Project/Bid: 44,032.27 Funding Source: Aviation Bonds

Description of Project/Bid: Project consists of the installation of new roof guardrail and access ladders in D41. Contractors is responsible to provide and install the parapet guardrails, roof ladders and all the plates, angles, bolts, and any other buildup necessary to complete the project as designed.

**Contract Measures Recommendations**

Set aside  Trade Set aside | 36,887 | 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>
Misc. Metals Pkg."A"	36,886.60	100.0%	
<b>Total</b>	<b>36,886.60</b>	<b>100%</b>	
<i>Project cost</i>	36,887	input from bid line item	
<i>Allow. &amp; Fee</i>	7,146	input from bid line item	
<i>Pre-Const. Svcs</i>	0	input from bid line item	
<b>Total Project</b>	<b>44,032.27</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-W-120-A

\*Reference corresponding project number when submitting a work order

Contract/Project Title: MIA - NTD D41 Roof Guardrail & Access Ladder

Description/Scope of Work: The purpose of this work is to install new roof guardrail and access ladders in D41. Contractors is responsible to provide and install the parapet guardrails, roof ladders and all the plates, angles, bolts, and any other buildup necessary to complete the project as designed.

Estimated Cost: \$44,032.27      Funding Source: MIA Bonds

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.  
Miami International Airport

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

# PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP)

## Construction Contract/Project Measure Analysis & Recommendation

Project Name: MIA- NTD D41 Roof Guardrail & Access Ladder

Project Number: MCC-W-120-A

Trade/Skills Required	Estimated # of Workforce Required	Estimated # of Total Days to Complete
Miscellaneous General Work	5 Persons	4.5 Days



April 25, 2019

Ms. Lydia Salas,  
Project Manager  
Miami Dade Aviation Department  
P.O. Box 025504  
Miami, Florida 33102-5504

RE: MIA- NTD D41 Roof Guardrail & Access Ladder  
MCC-W-120-A

Dear Ms. Salas:

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

BOTAS ENGINEERING INC.  
7875 NW 12<sup>th</sup> St., Suit 120, Miami, FL 33128  
305-418-9111

Project Estimate: \$44,032.27 (Forty Four Thousand Thirty Two Dollars and Twenty Seven Cents).

Liquidated Damages / Liquidated Indirect Costs: N/A

This project is to be completed in approximately 45 calendar days.

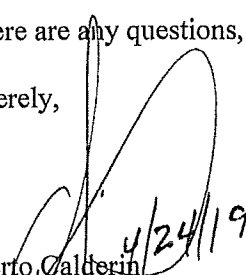
This estimate is broken down on the attached spreadsheet, and is based on the following conditions.

Drawing	Title	Date
S-0	Cover Sheets	03/21/17
S-1	General Structure Notes	03/21/17
S-2	Ladder and Handrail Details	03/21/17

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,

  
Alberto Calderin  
MIA MCC-8-10  
General Manager

# Munilla Construction Management, LLC (MCM)

## Bid Line Item Sheet

Project Name: MIA - NTD D41 Road Guardrail & Access Ladder

Project No.: IMCC W-120-A

ITEM NO.	DESCRIPTION	SUB PKG	SET ASIDE	AMOUNT
05-500	*Miscellaneous Metals	A	SBE/C	\$36,886.60
	Subtotal			\$36,886.60
	Allowanc Account (10%)			\$3,688.66
	Subtotal			\$40,575.26
	MCC Fee (8.52%)			\$3,457.01
	TOTAL			\$44,032.27

\* Package "A" includes all MOT, mobilizaztion, dumpsters, general conditions items, etc. plus all work related to providing and installing Misc. Metals ladders, guardrails, etc.