

Memorandum



Date: February 2, 2015

To: Vivian Forhat-Diaz, Construction Project Manager
ISD Small Business Development (SBD)

From: Milton Collins *MCC*
Associate Director of Minority Affairs
Miami-Dade Aviation Department (MDAD)

Subject: Request for MCC-7360 Solicitation – Glazing Trade
MDAD CSBE/MCC-7040 Work Order Service Contract for Glazing Maintenance, Repairs
and/or Replacement

The MDAD respectfully requests that the SBD reviews the attached recommendation for advertisement under the MCC-7360 Program.

The scope of work for the project is the performance of on-call maintenance construction services in the glazing trade throughout the facilities operated by the MDAD.

BACKGROUND AND RECOMMENDATION

The MDAD submitted a Request for Quotation (RPQ) under the MCC-7040 Plan for a multi-year service based contract under the glazing trade in the amount of \$2 million. The RPQ scope entailed miscellaneous sealing, tinting, repair and/or replacement of damaged glazing structures throughout the facilities operated by the MDAD. The contract is critical to have a licensed glazing contractor available to respond on call and address glazing related issues that would have a detrimental impact in the ability of the MDAD and/or its business partners to conduct routine business operations.

The SBD returned the RPQ and indicated that the limited pool of three (3) glass/glazing contractors currently available under the MCC-7040 Program would be unable to bond and/or acquire the \$5 million insurance required for the project. At a subsequent meeting, the SBD liaison suggested to use the MCC-7360 Plan to advertise and bid-out the contract in order to provide a robust pool of contractors capable of complying with the bonding and insurance requirements established on the RPQ.

Accordingly, the MDAD hereby requests authorization to resubmit the RPQ and solicit glass/glazing contractors from the MCC-7360 Program.

COST BREAKDOWN

The Glazing Service Contract will be for a not to exceed amount of \$2 million. The contract will be for a single (i.e., glass/glazing) trade.

Your cooperation and assistance to approve this request is appreciated.

Milton Collins

Milton Collins., Associate Director
MDAD Minority Affairs

w/ attachments: Construction Contract/Project Measure Analysis and Recommendation

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-7360/MDAD 2015-2019 Glazing Serv. Contract/MDAD 718
 *Reference corresponding project number when submitting a work order

Contract/Project Title: MCC-7360/MDAD 2015-2019 Glazing Serv. Contract.

Description/Scope of Work: Miscellaneous maintenance, repairs, replacement and tinting of glazing structures. On-call services required.

Estimated Cost: \$2,000,000 (not to exceed) Funding Source: MDAD Reserve Maintenance Fund

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.
Various locations throughout MDAD operated facilities.

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>Glazing</u>	<u>TBD based on Work Orders issued and required work scopes</u>	<u>1,460 days (4 years)</u>

Comments: A RFP was submitted under the MCC-7040 program. The RFP was denied by S&D indicated the limited pool of contractors (3) under the MCC-7040 plan would be unable to bond or provide the req'd ins. A CWP of 10% was already assigned by S&D for the project.

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
<u>N/A</u>	<u>---</u>	<u>---</u>	<u>---</u>

RECOMMENDATION

Set-Aside: Level 1 Level 2 Level 3 Trade Set-Aside Sub-Contractor Goal Workforce Goal No Measure
 Basis for Recommendation: This will be a single trade contract for performance of miscellaneous glazing maintenance, repairs and/or replacement at MDAD operated facilities.

Date submitted to DBD: _____
 Contact Person: Alex Montalvo
 Telephone No.: 305-876-7513