

# Memorandum



To: **Gary Hartfield, Director**  
Small Business Development Division

From: **Steven Williams, Procurement Contracting Officer**  
Procurement Management Department– Construction Services, Jackson Health System

CC: Veronica Clark, Eddy Etienne, Laurie Johnson, Keith McConnell, Kenneth Robertson

Date: January 13, 2017

Re: RFQ 17-14569-SW – Air Duct Cleaning SICU

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## Background:

The project scope of work will consist of the cleaning of Air Handling Units (AHU) #145 and AHU #260 located in the Surgical Intensive Care Units (SICU) A in Central Building, and SICU B in the Diagnostic Treatment Center, at Jackson Memorial Hospital located at 1611 NW 12<sup>th</sup> Avenue, Miami, Florida. The scope includes detailed cleaning of the AHU's supply ducts and return ducts. Vents, VAV boxes, duct heaters and/or coils must also be cleaned. The awarded contractor shall ensure that all OSHA and EPA requirements that are applicable to this scope of services are fully adhered to during the entire project. The awarded contractor shall follow all hospital pre-construction risk assessment and follow all infection control protocols. The estimated cost for this project is \$100,000.00, for both units.

## Minimum Requirements and Special Conditions:

Bidders shall be required to possess a valid Certificate of Competency or License for General, Mechanical, A/C Class A, B, or C contracting work issued by State of Florida; or General Mechanical, Refrigeration and Air Conditioning (Unlimited) Contractor by the County Examining Board. Bidders must provide this information together with his/her bid response.

## Recommendation:

It is the recommendation of the Procurement Management Department that the Construction Review Committee (RC) approve the Small Business Enterprise Construction (SBE-Cons) set-aside for the above-referenced solicitation.

If you have any questions regarding this matter, please contact me at (305) 585-8286.

Regards,

**Steven M. Williams, MBA, CPPB**  
Procurement Contracting Officer, Construction Services  
Procurement Management Department

