Memorandum

Jackson PUBLIC HEALTH TRUST
HEALTH SYSTEM

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: April 3, 2017

Re: RFQ 17-14776-SW – Air Duct Cleaning MICU

Background:
The project scope of work will consist of the cleaning of Air Handling Unit (AHU) #20 located in the Medical Intensive Care Units (MICU) B in West Wing Building, 4th floor. In addition, provide air duct work cleaning of MICU A in South Wing floors 3 – 6. This specific area will be supplied with a new unit therefore no cleaning of the AHU is required for MICU A. Both areas are on the main campus of Jackson Memorial Hospital located at 1611 NW 12th 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 no more than $245,000.00, for both areas.

Minimum Requirements and Special Conditions:
Bidders shall provide evidence of two (2) satisfactorily completed similar project within the past three (3) years. Provide the contact information for a reference along with project details with your bid. Provide reference name, phone number and email address.

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

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Project Title: Air Duct Cleaning MICU
Contract/Project No. RFQ-17-14776-SW

DESCRIPTION: To engage a qualified contractor to provide air duct work cleaning of one (1) Air Handling Unit (AHU) in MICU B and additional air ducts in MICU A located in the Medical Intensive Care Units on the main campus of Jackson Memorial Hospital.

DEPARTMENT: JMH-Engineering Services   **CONTACT:** Keith McConnell   **PHONE :** (305) 205-4333

ESTIMATED CONSTRUCTION PROJECT BUDGET COST: $245,000.00   **FUNDING SOURCE:** Department Operational

ANALYSIS

Commodity/Service No.   NIGP: 941-55-00   SIC: 1711   NAICS: 238220

Trade/Commodity/Service Opportunities
HVAC Systems Maintenance and Repair

Contract/Project History of Previous Purchases for Previous Three (3) Years
Check Here [X] **if this is a New Contract/Purchase with no Previous History**

	Existing	2nd Year	1st Year
Contractor			
Ethnicity/Race			
Gender			
Contract Value			

COMMENTS:

RECOMMENDATIONS

CSBE GOAL   BID PREFERENCE   NO MEASURE
100 %
____N/A_____   _____

Analysis for Goal Recommendation

Sub-Trade	Est. Cost	% of Item to base Bid	Availability
Duct work (e.g., cooling, dust collection, exhaust, heating, ventilation)	$245,000	100%	
TOTAL CSBE Recommendation	$245,000	100%	
TOTAL Project Budget	$245,000	100%	

Basis for Recommendation: More than 3 SBE-Cons vendors which are listed for the specified trade.

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For Jaime Cruz, Director, Engineering Services   Date: Small Business Development