


# **Memorandum**



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

From: **Kevin L. Guhl, CPPB - Procurement Contracting Officer**   
Procurement Management Department— Construction Services  
Jackson Health System

CC: Veronica Clark, Laurie Johnson, Eddy Etienne, Jhonnatan Escalante, Eugene Baer,  
Kenneth Robertson

Date: May 31, 2017

Re: RFQ 17-14987-KG –LTCC Kitchen RTU Replacement

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## **Background:**

The project scope of work will consist of replacement of existing rooftop air handling unit (RTU) Jackson Memorial Long Term Care Center, located at 2500 NW 22 Avenue, Miami FL 33142. The scope is HVAC contracting related and may be performed by a contractor which, at a minimum, holds an Unlimited Air Conditioning Contractor license from Miami-Dade County. The estimated cost for this project is \$27,000.00.

## **Minimum Requirements and Special Conditions:**

Bidders shall be required to possess, at a minimum, an Unlimited Air Conditioning Contractor license from Miami-Dade County, or a State-Certified Class B Air Conditioning license from the State of Florida and have experience with a minimum of (2) projects of a similar size, scope and complexity satisfactorily completed within the past (2) years. The contractor shall be familiar with current codes/requirements per authorities having jurisdiction (City of Miami). Bidders must provide this information together with his/her bid response.

## **Recommendation:**

It is the department's recommendation that the Construction Review Committee (RC) approve the Small Business Enterprise Construction (SBE-C) measure of 100% set-aside for the above-referenced contract.

If you have any questions regarding this matter, please contact my office at (305) 585-7829.

Regards,

**Kevin L. Guhl, CPPB**

Procurement Contracting Officer – Construction Services  
Procurement Management Department  
Jackson Health System

