


# Memorandum



**Date:** August 31, 2017

**To:** Gary Hartfield, Division Director  
Internal Services Department, Small Business Development

**From:** Milton L. Collins, Division Director   
Miami-Dade Aviation Department, Minority Affairs Division

**Subject:** Recommendation of Contract Measures  
Re-Submittal Request for Qualifications for Miscellaneous Construction Contract  
RFQ No. MCC-9-17

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## **RECOMMENDATION:**

This is a re-submittal request for Small Business Development (SBD) to approve the subject project in order for the Aviation Department to proceed with the approval for the **Request for Qualifications (RFQ) for the Miscellaneous Construction Contract RFQ No. MCC-9-17**. **This project is being re-submitted due to the Bids for Invitation to Bid for Project Number ITB MDAD-MCC-9-16 were rejected by the Board on 06/06/17. The project number has changed from ITB MDAD-MCC-9-16 to RFQ No. MCC-9-17. No other changes were made. Therefore, we are requesting that a new project worksheet be issued to reflect these changes.** The Minority Affairs Division and the User division staff have evaluated the subject project and hereby recommended to adopt or maintain the previously approved SBE/Construction Program Goal of 20%.

The estimated project cost is \$80,000,000.00. The estimated project cost for the Part I Fee is estimated at \$8 million (10% X \$80 million = \$8 million). The 20% recommended goal would be on the estimated \$8 million under Part I and Part II for Construction Management Services. Goals related to the Part II Fee would be established independently for each Project Order.

The Term for this project will be four (4) years with up to one additional year to complete work initiated during the term of the contract at the discretion of the County.

This project is in a Designated Target Area (DTA), therefore a 10% Community Workforce Program (CWP) goal applies to this contract and will be included in future Project Order(s), when applicable.

## **DESCRIPTION OF PROJECT:**

Obtain the services of a licensed General Contractor who shall enter into subcontractor agreements and provide education and business training with/for subcontractors (with an emphasis on SBD Certified (SBE) subcontractors to perform construction, maintenance and construction services) so that the Miami-Dade County Aviation Department is able to respond to the demand for miscellaneous construction projects at its airports on a timely basis, in a cost-effective and efficient manner, and in accordance with the terms of these Contract/Project Order Documents.

The term "miscellaneous construction" includes new construction; renovations; refurbishment; repairs; modifications; upgrades; expansions; installation of landscaping and related lighting; irrigation and maintenance work; and various types of emergency and periodic maintenance for various MDAD Airport Facilities. The Project Construction Cost is the approved amount determined in the Project Order for specific work and includes the MCC-9-17 Contractors Part II Fee on Construction. Project construction costs shall include costs related to construction materials, supplies, and labor used in the performance of construction work authorized for specific Project Orders.

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The MCC-9-17 Contractor will be required to manage and complete a variety of construction projects simultaneously, each capable of being performed by a Subcontractor, and to provide construction management services, SBEs' participation and business training programs to accomplish the goals set forth on the Request for Qualifications and each Project Order Draft (POD). Project Orders (which are instructions for the scope of work and which establish goals for the participation and training of SBE firms) will be issued by the Contract Officer. Such Project Orders may describe minor task such as the repair of a roof or the installation of doors, or a major task such as the construction of a facility involving all the major trades and requiring an extensive range of construction knowledge and experience.

The MCC-9-17 Contractor shall assume full responsibility for bonding, field supervision work, and the role of coordination, scheduling and overall project management for all authorized projects. The Contractor will be responsible for the review of plans and specifications for each Project Order prior to bidding, for evaluating completeness of plans and specifications, coordination, conflicts, phasing, constructability, identification of long lead items and storage and accordingly advise the Contract Officer of any omissions, additional requirements and/or required changes.

The MCC-9-17 Contractor shall be responsible for obtaining all required permits, coordinating all construction work, and ensuring that all construction is completed on time and within budget. The work to be performed shall be done on a Lump Sum basis, a time and material basis, or a Unit Price basis, as such costs are defined on the contract document and on the Project Order.

Attachments

cc: L. Johnson, SBD  
P. Hernandez, MDAD  
M. Clark-Vincent, MDAD  
M. Kosoko, MDAD  
E. Perez, MDAD  
A. Montalvo, MDAD  
C. Corrales, MDAD  
File

**REVISED MDAD's CONTRACT MEASURES AND ANALYSIS WORKSHEET**

**To:** Gary Hartfield, Division Director  
Internal Services Department, Small Business Development

**From:** Milton L. Collins, Division Director  
Miami-Dade Aviation Department  
Minority Affairs Division



**PROJECT/CONTRACT TITLE:** Miscellaneous Construction Contract  
**PROJECT/CONTRACT NUMBER:** RFQ No. MCC-9-17  
**DEPARTMENT:** Miami Dade Aviation Department  
**ESTIMATED PROJECT COST:** \$80,000,000.00  
**FUNDING SOURCE:** Airport Revenue Bonds

**DESCRIPTION OF PROJECT/BID:**

Obtain the services of a licensed General Contractor who shall enter into subcontractor agreements and provide education and business training with/for subcontractors (with an emphasis on SBD Certified (SBE) subcontractors to perform construction, maintenance, and construction services) so that the Miami-Dade County Aviation Department is able to respond to the demand for miscellaneous construction projects at its airports on a timely basis, in a cost-effective and efficient manner, and in accordance with the terms of these Contract/Project Order Documents.

**CONTRACT MEASURES RECOMMENDATION:**

**Measures:** SBE/Construction 20%

**REASONS FOR RECOMMENDATION:**

Analysis of the factors contained in Implementing Order #3-22 indicates that an SBE-Construction Program goal is appropriate for this contract.

**MCC-9-17**  
**Breakdown Analysis for SBE - Construction Management Goal**

Item #	Service	Estimated Annual Cost	4 Yr. Projection
1	SBE Program Management	\$85,300.00	\$341,200.00
2	Clerical	\$55,200.00	\$220,800.00
3	Construction Management	\$115,000.00	\$460,000.00
11	Project Specific Construction Management & Pre-Construction Services		\$578,000.00
12	SBE – Total Fee		\$1,600,000.00
13	MCC-9-16 Estimated Total Construction Management Services		\$ 8,000,000.00
14	Recommended SBE % Goal		20%

- Note:**
1. The services listed above are part of the proposed SBE goal for the MCC-9-17 Part I and Part II SBE Construction Man. Fees.
  2. Goals for "Project Specific Construction Management & Pre-Construction Services" will be established independently for each Project Order.
  3. Amounts reflected herein were based on MCC-8 fees.



## Small Business Development Division Project Worksheet

**Project/Contract Title:** INVITATION TO BID FOR MISCELLANEOUS CONSTRUCTION CONTRACT  
**Received Date:** 07/07/2016  
**Project/Contract No:** ITB NO. MDAD-MCC-9-16  
**Funding Source:** AIRPORT REVENUE FUNDS  
**Department:** AVIATION  
**Estimated Cost of Project/Bid:** \$8,000,000.00  
**Resubmittal Date(s):**

**Description of Project/Bid:** Obtain the services of a licensed General Contractor who shall enter into subcontractor agreements and provide education and business training with/for subcontractors (with an emphasis on SBD Certified Small Business Enterprise (SBE) subcontractors to perform construction, maintenance, and construction services) so that the Miami-Dade County Aviation Department (MDAD) can respond to the demand for miscellaneous construction projects at its airports on a timely basis, in a cost-effective and efficient manner and in accordance with the terms of these Contract/Project Order Documents. The term "miscellaneous construction" includes new construction, renovations, refurbishment, repairs, modifications, upgrading, installation of landscaping and related lighting, irrigation, and maintenance work as well

Contract Measures Recommendation		
Measure	Program	Goal Percent
Goal	SBE/CONS	20.00%

**Reasons for Recommendation**

An analysis of the factors contained in Section VII of Implementing Order 3-22 indicates that a 20% SBE-Con goal is appropriate in the category of construction management (Program Management, Clerical, Construction Management & Pre-Construction Services). The estimated MCC-9-16 Program cost is \$80,000,000. The project term is 4 years w/1 year OTR. Each construction services package will be submitted to establish SBE-Con & CWP measures.  
 CWP Not Applicable: N/A - Construction Management Services  
 Trade Category: 236220-Commercial And Institutional Building Construction

Small Business Contract Measure Recommendation				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Commercial and Institutional Building Construction	SBE/CONS	\$1,600,000.00	20.00%	314
<b>Total</b>		\$1,600,000.00	20.00%	

**Living Wages:** YES  NO      
 **Highway:** YES  NO      
 **Heavy Construction:** YES  NO   
**Responsible Wages:** YES  NO      
 **Building:** YES  NO

*Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.*

REVIEW RECOMMENDATION			
Tier 1 Set Aside _____	Tier 2 Set Aside _____		
Set Aside _____	Level 1 _____	Level 2 _____	Level 3 _____
Trade Set Aside (MCC) _____	Goal _____	Bid Preference _____	
No Measure _____	Deferred _____	Selection Factor _____	
CWP _____	County Mayor/Designee		Date _____