

# Memorandum



**Date:** February 28, 2018

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

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

**Subject:** Recommendation of Contract Measures  
Request for Qualifications for Miscellaneous Construction Contract  
RFQ No. MCC-9-18

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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 in obtaining a Project Worksheet for the **Request for Qualifications (RFQ) for the Miscellaneous Construction Contract RFQ No. MCC-9-18**. **This is a re-submittal request due to the project not being advertised within the deadline time. The Project Number has also changed from RFQ No. MCC-9-17 to RFQ No. MCC-9-18. No other changes were made.**

**This project was re-submitted due to the Project Number change from ITB No. MDAD-MCC-9-16 to RFQ No. MCC-9-17. No other changes were made.** The Minority Affairs Division and the User division staff have evaluated the subject project and recommend an **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-9-18 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.

The MCC-9-18 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-9-18 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-9-18 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.

The MCC-9-18 Contractor, as part of the contract requirements, will host periodic education and business training seminars.


#### Attachments

cc: L. Johnson, SBD  
B. Pruna, ISD  
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-9-18  
**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-9-18**  
**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-9-18 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:** MISCELLANEOUS CONSTRUCTION CONTRACT **Received Date:** 08/31/2017  
**Project/Contract No:** MCC-9-17 **Funding Source:**  
**Department:** AVIATION **AIRPORT REVENUE BONDS**  
**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 (SBE) subcontractors to perform construction, maintenance, and construction services) so that 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

| <u>Measure</u> | <u>Program</u> | <u>Goal Percent</u> |
|----------------|----------------|---------------------|
| 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 and Pre-Construction Services). The estimated MCC-9-17 Program overall cost is \$80,000,000. The cost breakdown is 8,000,000.00 for Construction Management Services and 72,000,000.00 for Construction Services. The project term is 4 years w/1 year OTR. Each construction services package will be submitted to establish SBE-Cons & CWP measures

This project is issued to replace project # ITB MDAD-MCC-9-16.

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%                 |              |
| <b>Total</b>                                       |          | <b>\$1,600,000.00</b> | <b>20.00%</b>          |              |

**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



## 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 _____                   | _____<br>County Mayor/Designee |                        | Date _____    |