


Memorandum



Date: March 25, 2019

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

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

Subject: Contract Measures - Re-Submittal Request:
MCC-7360 for Terrazzo & Miscellaneous Flooring Installation, Maintenance, Repairs
and/or Replacement at MDAD Operated Facilities
Project No. RPQ #1003877-2019

RECOMMENDATION:

This is a Re-Submittal request for Small Business Development Division to approve the subject project in order for the Aviation Department to proceed with obtaining a Project Worksheet for the **MCC-7360 for Terrazzo & Miscellaneous Flooring Installation, Maintenance, Repairs and/or Replacement at MDAD Operated Facilities Project No. RPQ #1003877-2019**. The Minority Affairs Division, MIA Facilities staff have reviewed the subject project and a recommendation of a 0% SBE/Construction Program Goal is being recommended due to this project being a Single Trade and insufficient availability of firms for the SBE/Goods & Services program to perform the scope of services outlined, a No Measure is being recommended. The Community Workforce Program Goal (CWP), 10% will be reflected on the corresponding MCC-7360 RPQ for subsequent advertising.

This Contract shall be for a maximum term of four (4) years. The total contract award allocation is not to exceed \$4,500,000 plus a 10% contingency account to address miscellaneous unforeseen conditions and/or repairs. Work shall be authorized on an as needed basis via Work Orders by the MDAD Project Manager (PM). MDAD offers no guarantee that the full contract allocation award amount will be used.

The contingency account is to be used at the discretion of the MDAD PM for unforeseen conditions, construction changes, additional work, equipment or materials not covered by line items on the Schedule of Prices Supplemental Bid Form. Use of the account shall be only upon written authorization by the MDAD PM.

SCOPE OF SERVICES:

The scope of work entails maintenance, repair, replacement and/or installation of terrazzo flooring. Assigned tasks may include but not be limited to application of maintenance coats, polishing, fill-in penetrations in terrazzo floor matching existing color and texture, repair of cracks, removal of existing flooring systems (i.e., carpet, terrazzo base, vinyl, tile, marble or other existing flooring) for replacement and installation with new terrazzo flooring systems. The new epoxy matrix terrazzo system shall be 3/8" in thickness. Installation shall comply with Manufacturer requirements as well as applicable specifications and/or MDAD Design Guidelines to be distributed at the mandatory pre-bid meeting. When repair is to be performed to the existing terrazzo and/or floor polishing, it shall be as directed by the PM. Floor leveling is required before installation of new terrazzo systems and shall be performed utilizing approved concrete leveling mixes and/or feathering products. Anti-crack/anti-fracture suppressant membranes shall be installed as part of the terrazzo flooring systems. The replacement color for repairs shall match the existing in color, finish and chip composition.

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Preliminary mock-ups and "test patch repairs" shall be required. The majority of work shall be completed at night to minimize impact to routine business operations.

When replacing sections greater than 1 SQ. FT., a waterproofing vapor barrier may be required as well as shot blasting the existing concrete substrate to ensure adhesion predominantly when moisture testing results are above 3 LB/CU.FT. Areas outside the construction limit(s) shall be protected and maintained clean at all times.

Work areas shall be enclosed with 8' or 4' high partition systems, constructed with 2" x 4" studs and one side 5/8" gypsum or plywood painted white with polyethylene (plastic) sheeting attached up to the ceiling to minimize disruptions by the construction activities to routine business operations. The contractor shall protect assigned staging, storage and/or work areas to prevent public exposure to dust, noise, fumes and alike and maintain a safe working environment. All new terrazzo shall be protected during the curing period.

Contractors/Prospective bidders are notified that the MDAD PM will coordinate with the Office of Art in Public Places (AIPP) on those areas where "art work" is present to ensure the artwork's integrity is retained.

All work shall be authorized via independent work orders. Funding sources may vary for each work order. Each work order shall include a purchase order encumbering the pertinent funds for the authorized work scope.

Pricing for Work Orders shall be based on unit prices established on a Schedule of Prices Supplemental Bid Form distributed along with the RPQ documents. Said form will be distributed at the mandatory pre-bid meeting and must be submitted along with the bid documents. Failure to complete and submit the Schedule of Prices Supplemental Bid Form with the bid documents shall result in bids being rescinded. Unit costs and total price for the listed items on the Schedule of Prices Supplemental Bid Forms shall be all inclusive for each line item (i.e., unit cost shall include labor, parts, materials, equipment, overhead & profit, permitting fees if applicable and any other incidentals) required to perform the work. Some or all of the work may have to be completed at night to minimize disruptions to the MDAD's business operations. Line item unit costs must also include costs associated with all labor burden items such as but not limited to demolition of existing floors, debris removal, provision of dumpsters for temporary disposal and subsequent disposal fees, etc. In the case of bids containing supplemental bid schedules (i.e., such as this one), the correct summation the correct line items, obtained by multiplying the established quantities by the quoted unit cost prices entered therein, together with lump sum prices (i.e., if applicable) will be considered as the total bid amount. In the event of a discrepancy between a unit bid price and an extension, the unit bid price will govern. Obvious mathematical errors on the Bid Form discovered by the County will be corrected. The grand total bid price calculated in the Schedule of Prices Supplemental Bid Form shall be reflected on Form 5A. The Schedule of Prices Supplemental Bid Form's grand total cost shall be used to determine the low "responsive and responsible" bidder.

Contractor/Prospective bidders are responsible for taking into consideration all applicable Ordinances and/or Regulations in force at time of the bid, such as Responsible Wages, that may affect their unit prices. For multi-year contracts such as this one, bidders shall project wage increases based on previous years and adjust unit costs accordingly.

Omission by the Contractor/Prospective bidders shall not constitute grounds for change order(s). Furthermore, the awarded contractor shall obtain and submit all permits (i.e., as applicable) before performing any work.

Terrazzo floor work, maintenance and/or repairs will be required throughout all airport facilities operated by the MDAD including MIA, Opa-Locka G.A. Airport, Kendall-Tamiami G.A. Airport, Homestead G.A. Airport and the Training and Transition G.A. Airport. Therefore, valid MDAD identification (ID) badges with a Customs Seal are required as well as vehicle permits (with accompanying insurance) for access to the Airside Operations Area (AOA). The awarded contractor, its employees, its subcontractors and suppliers shall comply with all MDAD security requirements including background checks, security badges, identification badging bonding requirements, specialized aviation-related insurance requirements, etc. The awarded contractor shall be responsible for all costs associated with the ID badges, insurance and vehicle permits as needed.

All bidders shall comply with the qualification requirements for maintenance, repair, replacement and/or new installation of terrazzo floors outlined below:

- 1. Terrazzo installation must be performed by contractors certified by terrazzo manufacturer(s). All bidders must be individually certified by the terrazzo manufacturer. Please insure your firm complies with this requirement.**
- 2. Company terrazzo installers (i.e., applicators) performing the work must be individually certified by the manufacturer. Proof or certification must be submitted with bid documents. Please insure that your firm employs certified terrazzo installers.**
- 3. Subcontracting any phase of the terrazzo work is unacceptable. Please insure that your firm can self-perform all the terrazzo and related work without subcontracting any portions.**
- 4. Bidders shall have at least five (5) years of verifiable experience installing cementous, epoxy and pre-fabricated epoxy terrazzo flooring systems. In addition, based on the previous contracts, individual terrazzo projects may range between \$250,000 to \$1,000,000 or more in cost. Please submit a list of at least five (5) verifiable projects within this cost range completed over the past five (5) years. Provide the list with the bid documents and include the client contact information to verify each project.**
- 5. The terrazzo related work will be implemented at the airport facilities including the MIA Terminal and/or Concourses. Accordingly, experience at similar facilities is preferred. Please verify that the firm or its employees have satisfactorily completed terrazzo flooring related projects at MIA or a similar port facility over the past five (5) years. Provide the list of at least three (3) projects completed at airport facilities with the bid documents. Be sure to include the contact information to verify each project.**
- 6. Please verify experience in preparation and implementation of Movement of Traffic (MOT) plans including fabrication and installation of fully encapsulating containment systems for flooring work. The containment systems shall consist of 8' or 4' high plywood barricades, painted white and with plastic sheeting attached all the way to the ceiling.**

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7. **The contract will be awarded through the MCC-7360 program as a multi-year service contract for terrazzo floor maintenance, repairs, installation and/or full replacement with a total allocation up to \$5 million in value. Work will be authorized as needed via individual work orders. Please insure your firm has the necessary bonding capacity before submitting a bid.**

8. **All employees for the awarded bidder shall obtain MDAD photo identification (ID) badges which are subject to a fingerprint-based Criminal History Records Background Check by the Federal Bureau of Investigation (FBI). Employees that fail the FBI Background Check will not receive MDAD ID badges and will not be allowed to work on the contract. Please insure that your employees will pass the background check and will be able to obtain the required ID badges.**

Please advise our office if additional information is needed.

Attachments

c: L. Johnson, SBD
F. Pereira, MDAD
M. Blanco, MDAD
A. Montalvo, MDAD
C. Corrales, MDAD
File

MDAD's CONTRACT MEASURES AND ANALYSIS WORKSHEET

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

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

PROJECT/CONTRACT TITLE: MCC-7360 for Terrazzo & Miscellaneous Flooring Installation, Maintenance, Repairs and/or Replacement at MDAD Operated Facilities

PROJECT/CONTRACT NUMBER: Project No. MDAD RPQ #1003877-2019

DEPARTMENT: Miami Dade Aviation Department

ESTIMATED OF PROBABLE CONSTRUCTION COST: \$4,950,000.00

FUNDING SOURCE: Various sources (depending on work scope) (includes MDAD Operational, Reserve Maintenance, Improvement Fund and/or Capital Funding)

DESCRIPTION OF PROJECT/BID:

The scope of work entails maintenance, repair, replacement and/or installation of terrazzo flooring. Assigned tasks may include but not be limited to application of maintenance coats, polishing, fill-in penetrations in terrazzo floor matching existing color and texture, repair of cracks, removal of existing flooring systems (i.e., carpet, terrazzo base, vinyl, tile, marble or other existing flooring) for replacement and installation of new terrazzo flooring systems.

CONTRACT MEASURES RECOMMENDATION:

Measures: SBE-Con – 0%
SBE-G/S – NM
CWP – 10%

REASONS FOR RECOMMENDATION:

Analysis of the factors contained in Implementing Order #3-37 indicates that a CWP Program Goal is also applicable to this project.

**MIAMI-DADE AVIATION DEPARTMENT (MDAD)
MIA TERRAZZO AND FLOOR PREPARATION AND REPAIRS IN MIA'S TERMINAL AND CONCOURSES
RPQ #10038377-2019
Recommendation for Contract Goals**

Item #	Work Description	Estimated Annual Cost	Contract Term (Yrs.)	Anticipated Total Cost	% of Total Cost	Notes
1	New Epoxy Terrazzo Flooring 3/8" thick including installation of arts in public places inserts	\$ 822,074.15	4	\$ 3,288,296.60	72.40%	Annual cost estimate based on work orders issued up to 3/1/19 for RPQ #1003877. To be self-performed.
2	Temporary Patching of Existing Terrazzo and/or Repair Existing Cement or Epoxy Terrazzo flooring or base	\$ 16,474.99	4	\$ 65,899.96	1.45%	Annual cost estimate based on work orders issued up to 3/1/19 for RPQ #1003877. To be self-performed.
3	Full spread crack/anti-fracture suppressant membrane, Moisture Vapor treatment membrane and Concrete Crack Membrane Treatment	\$ 53,572.86	4	\$ 214,291.44	4.72%	Annual cost estimate based on work orders issued up to 3/1/19 for RPQ #1003877. To be self-performed.
4	New Terrazzo floor divider strips, expansion joints and insulation strips	\$ 39,557.95	4	\$ 158,231.81	3.48%	Annual cost estimate based on work orders issued up to 3/1/19 for RPQ #1003877. To be self-performed.
5	Floor preparation and leveling	\$ 23,724.64	4	\$ 94,898.58	2.09%	Annual cost estimate based on work orders issued up to 3/1/19 for RPQ #1003877. To be self-performed.
6	Base installation	\$ 1,542.52	4	\$ 6,170.08	0.14%	Annual cost estimate based on work orders issued up to 3/1/19 for RPQ #1003877. To be self-performed.
7	Refinishing, general cleaning, polishing and buffing terrazzo floors	\$ 86,805.60	4	\$ 347,222.40	7.64%	Annual cost estimate based on work orders issued up to 3/1/19 for RPQ #1003877. To be self-performed.
8	Containment enclosures	\$ 12,469.77	4	\$ 49,879.08	1.10%	Work available for SBE-C goal.
9	Field labor for miscellaneous work including relocation of containment enclosures, repainting, etc.	\$ 3,431.25	4	\$ 13,725.01	0.30%	Work available for SBE-C goal.
10	Demolition of existing flooring components, tile, carpet, VCT, exp. joints, floor adhesives, etc.	\$ 71,077.09	4	\$ 284,308.37	6.26%	Work available for SBE-C goal.
11	20' Dumpster for Demo work.	\$ 4,756.23	4	\$ 19,024.92	0.42%	Work available for SBE-Goods & Services goal.
		Estimated Total Cost		\$ 4,541,948.26	100.00%	

* Estimated annual costs are all inclusive (i.e., include Workman's Compensation, Labor Burden Unemployment (SS), etc.).

Notes: The exact nature of the scope of work for the project is presently unknown since the entire contract work will be on an as-needed basis. Work will be authorized on as-needed basis via Work Orders.

Recommended SBE-C goal for existing floor demolition, building and painting containment enclosures and miscellaneous labor work: **7.66%** Line items #8, 9, 10 (Recommend 8%-10%)
Recommended goal for SBE-Goods and services: **0.42%** Line item #11 (Recommend 1%)