

Date: 2/09/2023

To: **Laurie Johnson**
SBD Section Chief, Internal Service Department
Small Business Department

From: Daniel Joseph
Asst. Div. Chief, Public Housing
Project Manager

Subject: Review Committee – RPQ 76986 - PHCD WORK-ORDER CONTRACT 2023 - SOUTH AREA

SENT VIA EMAIL

PHCD respectfully requests that the following **federally funded** item be submitted to the Review Committee (RC) for **information purposes only**

Project RPQ 76986

Thank you for your assistance, I can be reached at 786-469-4309

Email: josephd@miamidade.gov

CC: Gary Hartfield, SBD Director

ANALYSIS FOR CSBE GOAL RECOMMENDATION

PROJECT TITLE: PHCD WORK-ORDER CONTRACT
PROJECT NUMBER: 2023 - SOUTH AREA
DEPARTMENT: 76986
ESTIMATED COST OF CONSTRUCTION: PHCD
FUNDING SOURCE: \$1,200,000.00
Federal – US HUD

TASK DESCRIPTION: PHCD WORK-ORDER CONTRACT 2023 - SOUTH AREA - GENERAL SCOPE OF WORK

General Description of the Work (Project): The Miami-Dade County Public Housing and Community Development (PHCD) department is among the nation's top ten housing agencies managing nearly 9,300 public housing units located throughout Miami-Dade County, in approximately 100 development sites. Public housing units' range in size from zero- and one-bedroom apartments in high rise buildings to multi-bedroom family units. PHCD must maintain all units in an expedited manner. Currently, work orders serve to identify the source, nature, and priority of maintenance work. They also identify the cost of labor and materials used, time of performance, and provide valuable information on the overall condition of our units. PHCD is seeking a Maintenance Work Order Contractor for South Area, which consist of 25 developments that will create and manage the entire operation of a maintenance work order system, to include performing all maintenance and repair work required for its development sites and ensuring the quality of the work and completion, in a timely manner. PHCD South Area generates an average of about 92 work orders daily. The Maintenance Work Order Manager must have the capacity and organization to complete work orders in all development sites simultaneously and within the required time frame.

ESTIMATED UNITS CSBE: N/A
ESTIMATED CSBE COSTS: N/A
QUANTITY COST CSBE: N/A

TOTAL CONSTRUCTION: \$1,200,000.00

Daniel Joseph

Project Manager, PHCD

Date Submitted to DBD 2/09/2023

DEPARTMENT INPUT

CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Check applicable Ordinance(s): Davis Bacon 03-237 (formerly 03-1) Community Workforce Program

PROJECT INFORMATION See attachment

Contract/Project/*Work Order No.: **RPQ 76986 MCC 7360 Plan CICC 7360-0/08 PHCD WORK-ORDER CONTRACT 2023 - SOUTH AREA** for Miami Dade Public Housing and Community Development_*Reference corresponding project number when submitting a work order

Contract/Project Title: MCC 7360 Plan-CICC7360-0/08 RPQ.

Description/Scope of Work:

GENERAL SCOPE OF WORK

General Description of the Work (Project): The Miami-Dade County Public Housing and Community Development (PHCD) department is among the nation's top ten housing agencies managing nearly 9,300 public housing units located throughout Miami-Dade County, in approximately 100 development sites. Public housing units' range in size from zero- and one-bedroom apartments in high rise buildings to multi-bedroom family units. PHCD must maintain all units in an expedited manner.

Currently, work orders serve to identify the source, nature, and priority of maintenance work. They also identify the cost of labor and materials used, time of performance, and provide valuable information on the overall condition of our units.

PHCD is seeking a Maintenance Work Order Contractor for Southern Areas, which consist of 25 developments that will create and manage the entire operation of a maintenance work order system, to include performing all maintenance and repair work required for its development sites and ensuring the quality of the work and completion, in a timely manner.

PHCD South Areas generates an average of about 92 work orders daily. The Maintenance Work Order Manager must have the capacity and organization to complete work orders in all development sites simultaneously and within the required time frame.

Approximate Budget for this project is: \$1,200,000.00

Estimated Cost: \$1,200,000.00 Funding Source: US HUD

Location of Project: 100 Various Locations/Developments throughout PHCD's Portfolio.

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP) See attachment

Engineer/Department or Agency's estimated required workforce for Project Work Order :

Trade/Skills Required	Est. # of workforce required per trade	Est. # of total days to complete job
Plaster	10	365 calender days
A/C Tech & Helper	1	365 calender days
General Builder	10	365 calender days

Comments: _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability

RECOMMENDATION

Set-Aside: Level 1 Level 2 Level 3 Trade Set-Aside Sub-Contractor Goal Workforce Goal No Measure

Basis for Recommendation: _____

Date submitted to DBD: 2/09/2023

Contact Person: Danny Joseph _____

Telephone No.: 786-469-4309 _____