

Memorandum



Date: January 9, 2018

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

From: Vivian Forhat-Diaz
Engineer 4
Miami-Dade Aviation, Facilities Management

Subject: Request for MCC 7360 Solicitation; RPQ# MDADTF-004 - Terrazzo Flooring Trade
All Operated MDAD Facilities Service Contract

The Miami Dade Aviation Department (MDAD) respectfully requests that you review the attached recommendation to access the Miscellaneous Construction Contract MCC 7360 for the Terrazzo Flooring project under the Work Based Program; RPQ No. MDADTF-004.

The scope of work for this Request for Price (RPQ) include the maintenance, repair, replacement and/or installation of terrazzo flooring at all the facilities operated by the Miami-Dade Aviation Department (MDAD). The total contract allocation for this RPQ will be \$ 200,000.00 for a maximum term of 18 months (540 calendar days). Work shall be authorized on as needed basis via Work Orders by MDAD.

As per the result of the survey conducted by SBD regarding this project (see attached) we request the Small Business Development Division of the Internal Service Department to allow this project to be advertised under MCC 7360 Plan.

Thank you in advance for your cooperation.

A handwritten signature in black ink, appearing to read "Vivian Forhat-Diaz". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Vivian Forhat-Diaz,
Engineer 4
MDAD – Facilities Management

Attachments: Project Analysis

DEPARTMENT INPUT
CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Check applicable Ordinance(s): 90-143 Responsible Wage and Benefits 03-237 (formerly 03-1) Community Workforce Program

PROJECT INFORMATION See attachment

Contract/Project/*Work Order No.: MDADTF-004

*Reference corresponding project number when submitting a work order

Contract/Project Title: MDAD CSBE/MCC 7040 Pilot Program – Terrazzo Flooring Service Contract

Description/Scope of Work: Maintenance, repair, replacement and/or installation of terrazzo flooring at all the facilities operated by the Miami-Dade Aviation Department (MDAD)

Estimated Cost: \$200,000.00 Funding Source: MDAD Reserve Maintenance Fund

Location of Project (street address or beginning and ending points) i.e. 12345 NE 23rd Ct or Starts at 135 St. ends at 145 St.
Various location throughout MDAD's facilities (TBD)

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 |
|-----------------------|---|--------------------------------------|
| Terrazzo Flooring | TBD based on Work orders issued and scopes required | 540 (18 months) |
| | | |

Comments: Only one company is listed in CIIS for this particularly trade.

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: Insufficient certified vendors.

Date submitted to DBD: 01/09/18

Contact Person: Vivian Forhat-Diaz 

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