



Vizcaya Museum and Gardens
3251 South Miami Avenue
Miami, Florida 33129
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miamidade.gov

Date: February 13, 2015

To: Gary Hartfield,
Acting Division Director,
Internal Services Department

From: Alice Arguelles,
Capital Projects Manager,
Vizcaya Museum and Gardens

RE: Project# VZ-MH001-13-Historic Restoration and Preservation of Structural elements at the Main House of Vizcaya Museum and Gardens.

We respectfully request the review of the Department Input and Recommendation (attached) for the above referenced project in order to advertise under the MCC 7360 Plan.

This project is to take place at Vizcaya Museum and Gardens a National Historic Landmark since 1994. The scope of work requires the repair and replacement of critical historic structural elements in the Main House. This work will necessitate the services of a highly specialized restoration contractor with the experience required to implement the work and maintain the historic fabric of the museum intact. Therefore, an exemption from CSBE/SBD goals is also requested.

Repair of affected areas is urgent for the protection of this historic property. It is in the best interest of the organization and that of the county to proceed with the bid process immediately.

This work shall be performed in District 7 - Commissioner Xavier L. Suarez

Thank you for your assistance in this matter.

Delivering Excellence Every Day

Supplement to Bid Form

Instructions for "Contractor's Qualification Application and Affidavit"

**Vizcaya Museum and Gardens Restoration and Preservation of Historic Structural
Elements at the Main House
Project Number VZ-MH001-13**

A. INTRODUCTION

The Vizcaya Museum and Gardens Trust preserves the early twentieth-century Miami estate of American businessman James Deering. The Main House was designed in the 1910s and offers visitors 34 decorated rooms with antique furnishings and art objects spanning 2,000 years. The estate also includes ten acres of formal gardens nestled between a native mangrove forest and a rockland hammock. Across the street stands a northern Italian-style village complex that once housed domestic staff quarters, service functions and livestock barns.

Vizcaya was conveyed to Miami-Dade County and opened as a public museum in 1953. In addition, Vizcaya was designated a National Historic Landmark, an honor granted to only 3% of registered historic sites in the U.S. Vizcaya welcomes an average of 150,000 daytime visitors each year, and is open to the public every day (except Tuesdays, Thanksgiving and Christmas Day). Vizcaya also relies on facility rentals for operating revenues. Museum visitation and outdoor facility rentals must continue uninterrupted, to the fullest extent possible, during construction. At the same time, collections and historic finishes must be fully protected throughout this project.

The attached Contractor's Qualification Affidavit and Application (hereafter "Application and Affidavit") must be completed and submitted with all required documents at the time of bid. It is intended to help ensure that the Contractor (hereafter "Contractor") for the above-referenced project has appropriate experience with construction projects at historic structures and at operational facilities. Specifically, the Application and Affidavit requires Contractors to document their experience in performing construction and/or rehabilitation on at least one (1) Qualifying Historic Project, at least one (1) Qualifying Operational Project for which non-construction operations were maintained during construction, and at least one (1) Qualifying Structural Restoration Project, for a total of three (3) projects.

B. SCOPE OF WORK

A. The scope of this project includes but is not limited to all labor, material, equipment, and supervision required in the selective demolition, alterations and new construction work related to the restoration of critical historic structural components at Vizcaya East Loggia, Entrance Loggia (West), Enclosed Loggia (South), and the replacement of large windows and doors at the historic archways and columns that enclose the East Loggia with an impact resistant glass system. The scope also includes the repair of the building pier at the swimming pool (adjacent and below the East Loggia), as well as that of structural floor framing and components above the ceiling over swimming pool and basement repairs.

- i. All components of this work are located east of South Miami Avenue and addressed as 3251 South Miami Avenue, Miami, Florida 33129.
- ii. The scope of work is shown in the drawings and specifications for the project entitled "Vizcaya Museum and Gardens Main House Repairs" prepared by the consultant Douglas Wood and Associates, Inc., Project number EDP-VZ-SR-GOB-MH001-13. All engineering disciplines necessary to complete this portion of the work are included in the drawings and specifications for this project.

C. REQUIREMENTS TO QUALIFY

1. **Application and Affidavit:** Contractors must document on the Application and Affidavit their experience in construction and/or rehabilitation projects as described above. These must represent three (3) distinct projects, each for a different client and each with a total project cost of at least \$500 Thousand.
2. **Documentation for Qualifying Historic Projects:** Based on the criterion for eligibility that is selected in the Application and Affidavit (options i-iii), Contractors must provide the documentation specified with the Application and Affidavit.
3. **Letters of Reference:** Contractors must provide three (3) letters of reference for their construction restoration/rehabilitation work. Reference letters must each:
 - i. Be signed by the Client, the Client's Project Manager, the Architect of Record, or the Engineer of Record for the project.
 - ii. Be signed by a different person at a different firm or organization.
 - iii. Be on the author's official letterhead.
 - iv. Explicitly identify the role of the Contractor in the project, referencing the same Contractor name used in the Application and Affidavit or the name of a Principal of the applicant identified therein.
 - v. Explicitly confirm that the Contractor completed the referenced project in an "**Above Satisfactory Manner of Workmanship**" or better.
 - vi. For **Qualifying Operational Projects**, confirm that the Contractor performed in an "**Above Satisfactory Manner**" or better relative to maintaining regular operations at an active site for the majority of the construction duration.

D. SELECTED DEFINITIONS

1. **Principal:** An individual who is a Contractor and is either the sole or joint owner of a firm.
2. **Client:** An entity or individual that owns or operates a Qualifying Historic Project, Qualifying Operational Project, or Qualifying Structural Restoration/Rehabilitation Project.

- 3. Architect of Record or Engineer of Record:** The architect or engineer licensed in the jurisdiction that a Qualifying Historic Project, Qualifying Operational Project or Qualifying Structural Restoration/Rehabilitation Project is located, who prepares, stamps and signs the construction documents, and is legally recorded as the architect or engineer for the qualifying project.

Contractor's Qualification Application and Affidavit

**Vizcaya Museum and Gardens Restoration and Preservation of Historic Structural
Elements at the Main House
Project Number VZ-MH001-13**

Complete This Application and Affidavit in Accordance with the Preceding Instructions

Name of Applicant Firm: _____

FEIN: _____

Principals of Firm:

Name: _____

Title: _____

Qualifying Historic Project

Site Name: _____

Site Address: _____

Project Description: _____

Project Dates: _____

Project Cost: _____

Client Name: _____

Client Proj Mgr Name/Title: _____

A. Historical Project Eligibility: Place a mark in the blank space next to the appropriate eligibility criterion below **and** provide the documentation specified in the preceding instructions:

- i. Project site is listed on the **National Register of Historic Places**. *To qualify a project under this criterion, you must provide a screen print from the online National Register Information System showing the site's listing thereon.*

- ii. Project site is listed as a **contributing property of a district listed on the National Register**. *To qualify a project under this criterion, you must provide a letter from the Historic Preservation Officer with jurisdiction over the district, confirming the site's inclusion as a contributing property therein.*

- iii. Project site is **designated as a historic property, or as a contributing property to a historic district under the terms of a local preservation ordinance**. *To qualify a project under this criterion, you must provide **either** a copy of the designation legislation **or** a letter from the Historic Preservation Officer with jurisdiction over the site confirming the designation.*

B. Historical Project Letters of Reference: To qualify a project for the purposes of this Application and Affidavit, you must provide 1 (1) letter of reference on behalf of this project as specified in the preceding instructions. Please provide the following information about the authors of the letters:

Reference 1 Name: _____

Title: _____

Telephone: _____

Role in Project (select one or more):

Client

Architect of Record

Historic Preservation Officer

Client's Project Manager

Engineer of Record

C. Principal Information: If a Principal of your firm performed this work as a Principal of another firm, complete the following:

Name of Principal: _____

Current Title: _____

Name of Previous Firm: _____

Principal's Title at Prev Firm: _____

Telephone of Previous Firm: _____

Operational Project

Site Name: _____

Site Address: _____

Project Description: _____

Project Dates: _____

Project Cost: _____

Client Name: _____

Client Proj Mgr Name/Title: _____

A. Operational Project Eligibility: Qualifying Operational Projects must meet all of the five (5) following criteria, and you must indicate this by placing a mark in the blank space preceding each criterion:

- i. The project, building and/or site were not residential.
- ii. The site remained substantially open for intended use for at least 75% of the construction project's duration.
- iii. On average when the site remained open for intended use, over 100 individuals excluding construction personnel, frequented the site per week for the duration of the construction project.
- iv. Furniture, fixtures, equipment, inventory or collections remained in place and were protected in the building for the duration of the construction project.
- v. Contractor had responsibility for maintenance and control of pedestrian ingress and egress through the facility during the course of construction.

B. Operational Project Letters of Reference: To qualify a project for the purposes of this Application and Affidavit, you must provide 1 (1) letter of reference on behalf of this project as specified in the preceding instructions. Please provide the following information about the authors of the letters:

Reference 1 Name: _____

Title: _____

Telephone: _____

Role in Project (select one or more):

Client

Architect of Record

Client's Project Manager

Engineer of Record

C. Principal Information: If a Principal of your firm performed this work as a Principal of another firm, complete the following:

Name of Principal: _____

Current Title: _____

Name of Previous Firm: _____

Principal's Title at Prev Firm: _____

Telephone of Previous Firm: _____

Structural Restoration Project

Site Name: _____

Site Address: _____

Project Description: _____

Project Dates: _____

Project Cost: _____

Client Name: _____

Client Proj Mgr Name/Title: _____

A. Qualifying Structural Restoration Project: To qualify, confirm the below statement by placing a mark in the blank space and provide a description of the restoration project below:

___ The above-referenced project included restoration work related to integral structural elements and cast stone similar to the work to be performed at Vizcaya Museum and Gardens.

Structural Restoration
Footprint in Sq. Feet: _____

Additional Information: _____

B. Structural Restoration Project Letters of Reference: To qualify a project for the purposes of this Application and Affidavit, you must provide 1 (1) letter of reference on behalf of this project as specified in the preceding instructions. Please provide the following information about the authors of the letters:

Reference 1 Name: _____

Title: _____

Telephone: _____

Role in Project (select one or more):

Client

Architect of Record

Client's Project Manager

Engineer of Record

C. Principal Information: If a Principal of your firm performed this work as a Principal of another firm, complete the following:

Name of Principal: _____

Current Title: _____

Name of Previous Firm: _____

Principal's Title at Prev Firm: _____

Telephone of Previous Firm: _____

I HAVE READ AND I UNDERSTAND THE CONTRACTOR'S QUALIFICATION APPLICATION AND AFFIDAVIT AND I STATE THAT ALL INFORMATION I HAVE PROVIDED HEREIN IS ACCURATE.

Signature of Contractor: _____

Print or Type Name: _____

Title: _____

Name of Firm: _____

The foregoing was sworn and subscribed before me this _____ day of _____, _____ by _____, who is personally known to me or who has produced _____ as identification who being duly sworn, deposes and says that the above is true to the best of his knowledge, information and belief.

My Commission expires:

Notary Public Signature

Print Name

NOTARY PUBLIC
STATE OF FLORIDA

Contractor is to include all required documentation with this Application and Affidavit.