



May 2, 2014

Re: Project No. **W120176**
South Dade Justice Center Courthouse Annex - Replace Entire Roof

Dear Sir or Madam:

The above-referenced contract is being considered for small business contract measures. If you are interested in participating as a CSBE to perform work in connection with this project and meet the requirements listed in this letter, please complete and return the attached Verification of Availability to bid by **Tuesday, May 6, 2014, at 4:00 P.M.** It is asked that **all pages are returned completed in its entirety. Failure to complete will result in this Verification of Availability to Bid Letter not being considered.**

Please review the enclosed description of the project.

The letter of availability may be sent **via facsimile transmission to (305) 375-3160 or via email to coralee@miamidade.gov.** If you have any questions, please contact me at (305) 375-3115.

Sincerely,

Coralee Taylor, Contract Development Specialist 2
Internal Services Department
Small Business Development (SBD) Division

VERIFICATION OF AVAILABILITY TO BID

INTERNAL SERVICES DEPARTMENT (ISD)
SMALL BUSINESS DEVELOPMENT (SBD) DIVISION
COMMUNITY SMALL BUSINESS ENTERPRISE PROGRAM
111 N.W. 1ST STREET, 19th FLOOR
MIAMI, FLORIDA 33128
PHONE: 375-3111 FAX: 375-3160

PROGRAM COORDINATOR: **Coralee Taylor**

I am herewith submitting this letter of verification of availability and capability to bid, provided the proposed scope of work attached. (**NOTE:** Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.)

CONTRACT TITLE: South Dade Justice Center Courthouse Annex - Replace Entire Roof

PROJECT NUMBER: W120176

Estimated Contract Amount: \$635,500.00

(Scope of work and minimum requirements for this project is attached.)

NAME OF COMMUNITY SMALL BUSINESS ENTERPRISE (CSBE)

ADDRESS CITY ZIP CODE

Certification Expires: _____
DATE

Telephone: _____ *****Bonding Capacity:** _____

PRINT NAME AND TITLE

SIGNATURE OF COMPANY REPRESENTATIVE DATE

Currently Awarded Projects (Name of Project and Owner)	Project Completion Date	Contract Amount	Anticipated Awards

VERIFICATION OF AVAILABILITY TO BID

CONTRACT TITLE: South Dade Justice Center Courthouse Annex - Replace Entire Roof

PROJECT NUMBER: W120176

PROJECT DESCRIPTION

The scope of work includes all materials, equipment, labor, and services, including permits, **to complete a roof replacement** at the South Dade Justice Center facility. The work includes, but is not limited to, the following:

- Removal of the existing roofing material down to the existing concrete deck; and
- Preparation of deck to receive the installation of new roofing material and all necessary roofing accessories as per roofing plans and specifications.

All work is to be performed in accordance with the requirements of the Florida Building Code and the roofing material manufacturer's recommendation. The Technical Specifications, Section 07 5200, Modified Bitumen Membrane Roofing, Sub-Section 1.06 Submittals, A-1, requires that the selected roofing contractor be certified and authorized to install the proposed **Siplast**[®] roofing system. The manufacturer will not issue a warranty on the roof if the roofing contractor is not authorized and certified to install this system. However, this solicitation incorporates an alternate manufacture **Soprema**, in the hopes to broaden the field of competitiveness. All roofing contractors must be certified and authorized to install this roofing system as well.

QUALIFICATIONS OF BIDDERS:

Bidders shall have the following minimum qualifications::

Certified and authorized to install the proposed **Siplast**[®] roofing system **OR**

Certified and authorized to install an alternate **Soprema** roofing system

LICENSES:

Roofing Contractor - must be an acceptable contractor (certified) authorized to install the proposed Siplast roofing system and /or the alternate manufacturer Soprema.

Contractor Qualifications Questionnaire

This questionnaire will assist SBD in identifying the qualified contractors that “comply” to perform the aforementioned scope of work. Indicate yes “Y” or no “N” on the empty line on the left side of this questionnaire and forward it completely filled out to this e-mail address: coralee@miamidade.gov or via fax (305) 375-3160 attention Mrs. Coralee Taylor.

_____ Proposer meets the requirements as listed in the Project Description, Qualification of Bidders, and Licenses as outlined above.

_____ Proposer does NOT meet the requirements as outlined above.

Projects Similar in nature & scope (Name of Project and Owner)	Project Completion Date	Contract Amount	Project Contact Person & Telephone for Verification

I certify that to the best of my knowledge all the information provided is verifiable and correct.

COMPANY NAME: _____

NAME OF REPRESENTATIVE: _____

TITLE: _____ SIGNATURE: _____

TELEPHONE NUMBER: _____ E-Mail Address: _____