



May 21, 2014

Re: Project No. **W130078 – Gerstein Justice Building – Install New Fan Walls**

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 27, 2014, at 1:00 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

Internal Services Department
Small Business Development Division
111 NW 1st Street, 19 fl
Miami, FL 33128
☎ (305) 375-3115 | 📠 (305) 375-3160
coralee@miamidade.gov

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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: Gerstein Justice Building – Install New Fan Walls

PROJECT NUMBER: W130078

Estimated Contract Amount: \$1,006,500.00

(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 |
|---|-------------------------------|--------------------|--------------------|
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VERIFICATION OF AVAILABILITY TO BID

CONTRACT TITLE: Gerstein Justice Building – Install New Fan Walls
1351 NW 12th Street, Miami FL 33125

PROJECT NUMBER: W130078

ESTIMATED CONTRACT AMOUNT: \$1,006,500.00

PROJECT DESCRIPTION

The project is titled as *Install New Fan-walls Project*. The project site is located at the Gerstein Justice Building at 1351 NW 12th Street, Miami, FL 33125. Contractor assumes the risk of all unforeseen matters discovered during the work and shall complete all the work for the fixed contract price. The project involves the retrofit of the supply fan section of nine (9) existing air handling units with the FANWALL System.

The scope of work consists of, but is not limited to, furnishing of all materials, labor, services, permits, supervision, tools and equipment, required or incidental to, removal and replacement of the existing supply fan units, heating coils and VFD units with new fan-wall systems and redundant Variable Frequency Drive (VFD) systems. The work generally includes mechanical, electrical, structural, and general contracting work on removal of existing supply fan units, 'hot deck' heating coils and variable frequency drive (VFD) units and installation of new fanwall systems and redundant VFD systems, as per Construction Documents.

Contractor shall construct, furnish all labor, materials, tools, provide equipment, supervision freight and service, including all incidental expenses, insurance, taxes, permits, overhead and profit as necessary or required for the satisfactory completion of the Work as specified and delivered to the project site for the referenced Work described in Contract Documents. The Contractor is responsible for all of his Sub-Contractor trades. Contractor shall also be in charge of coordinating security of property and traffic control incidental to construction

Additional Conditions

The following steps shall be followed in the order listed to perform the project:

1. Security clearance for workers shall be accomplished prior to the work commencing.
2. Installation of new MCC section, all new redundant VFD systems, and all electrical equipment and wiring, except for fuses, must be purchased and installed prior to any HVAC system shutdown. Installation of the new MCC section may require shutdown of the existing MCC and must be coordinated with the Agency.
3. HVAC system shutdown of paired existing supply fans when work is to begin for said units. Shutdown will be coordinated with Building Manager. Work will not commence on other paired units until work is completed for shutdown paired units.
 - a. Pairing and order of existing fans may be coordinated with Building Manager.
4. Demolition of existing supply fans and 'hot deck' heating coils. Provide end-caps for hot water piping and remaining electrical conduits as per Construction Documents. Cutting fumes must be exhausted from building.
5. Expand and reinforce existing wall openings to fit new fanwall systems. Install structural support steel frames into openings and weld components. Exhaust welding fumes from building.
6. When working on AHU-5 and AHU-6, demolition of specified wall and construction of new masonry walls. Also ductwork supplying cooling air from AHU-6 to VFD control center.
7. Install new fanwall cells on frames, as per manufacturer's instructions, and connected to new redundant VFD systems.
8. After installation work is completed, new fanwall and redundant VFD systems must be tested and balanced.
9. Once work is completed for each paired AHUs work area will be cleaned and debris removed.

Licensing Requirement:

General Building Contractors or General Mechanical Contractors as Primary

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 **Meet** the licensing requirement: **General Building Contractors** or **General Mechanical Contractors** as Primary (Electrical subcontractor); and **meet the experience requirement: Installing at least ONE (1) FANWALL array system** in the last five (5) years and can perform as indicated in the Project Description.

_____ Proposer **DOES NOT Meet** the licensing requirement: **General Building Contractors** or **General Mechanical Contractors** as Primary (Electrical subcontractor); and **does not meet the experience requirement: of installing at least ONE (1) FANWALL array system** in the last five (5) years as well as is indicated in the Project Description.

| Similar contracts completed with similar size and scope: (Name of Project and Owner) | Project Completion Date | Contract Amount | Project Contact Person & Telephone for Verification |
|---|-------------------------|-----------------|---|
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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: _____