


# Memorandum



**Date:** June 29<sup>th</sup>, 2022.

**To:** Gary Hartfield  
Division Director  
Small Business Development  
Internal Services Department

**From:** Kevin Montero  
Acting Division Director   
Facilities and Infrastructure Management Division (FIMD)  
Internal Services Department

**Subject:** Notice of Construction Contract, ISD Contract No. W200011  
Zelda Glazer Soundscape - Project No. W200011

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## **RECOMMENDATION**

The Facilities and Infrastructure Management Division of Internal Services Department (ISD) is requesting that the subject project be reviewed by your office for Small Business Enterprise (SBE) measures, to proceed with the advertisement and subsequent bidding of the construction of the Zelda Glazer Soundscape.

## **BACKGROUND/SCOPE OF SERVICES**

The Zelda Glazer Soundscape, will serve as a multipurpose facility in the southwest community of Miami-Dade County. The Soundscape will be located in Commission District 11, represented by Commissioner Joe A. Martinez., on a parcel of land adjacent to Miami Arts Studio 6-12 at Zelda Glazer, at 15015 S.W. 24 Street, Miami, Florida 33185. There will be joint use of the multipurpose facility, playfield facility and school parking lot by Miami-Dade County and the School Board of Miami-Dade County. Incorporated within the project is a multi-purpose facility with associated restrooms, audio and visual equipment, and an outdoor, ancillary open green space with landscaping. The components of the site will allow the multi-purpose facility to host a variety of public services and events to the community, including as a venue for movie nights for the community, activities hosted by Miami-Dade Public Library Department and the Animal Services Department relating to literacy and animal adoption/ownership, respectively. Additionally, live projections of concerts occurring inside the Miami Arts Studio 6-12 at Zelda Glazer ("MAS") performing arts theater will allow the community to view and listen from the outside, fitness classes for the community such as yoga and Pilates, organized activities for senior citizens, town hall events, and public hearings.

The scope of work of this project consists of, but is not limited to:

Furnishing all supervision, labor, materials, services, equipment, permits, and testing necessary to successfully perform work required for demolition/new construction as indicated and described on the approved plans (Miami-Dade County Public Schools (M-DPCS) Office of Facilities, Project Number – 02116100, and specifications. The bid price is to include purchasing, removal and replacement of the specified materials as described below and identified in the construction documents, and all related permit

fees and permitting expenses related therewith. The Contractor must obtain and submit all permits prior to performing any work.

The scope of work includes but is not limited to the following: The development of a new outdoor Soundgarden with a video wall in a surround sound environment for an attendance capacity of 200-persons, outdoor performance stage, a restroom pavilion structure, a central node structure, public and shared plazas, areas for various events and demonstrations, walking paths, landscaped recreational areas, a 53 car parking lot and hardscaping; Contracting, design (through) manufacturer shop drawings, manufacturing and installation of nine (9) the speaker towers; new fencing, gates, landscaping, parking lot to include a new ingress/egress connection to SW 149th Avenue, landscape lighting, irrigation, pavement markings and signage; New concrete sidewalk on the west edge of the proposed parking lot connecting to the existing school parking lot to the north; New parking lot to include lighting system and the necessary infrastructure to support future equipment for eleven (11) Electric Vehicle Supply Equipment (EVSE) ready spaces in accordance with Miami-Dade County Ordinance No. 19-17; Installation of new storm structures and storm water detention areas; Relocation of the westernmost line of ten (10) existing trees along the existing west fence line to a temporary holding area during construction and then planted in their final location; New storm drainage system design calculations and layout; and the use of an existing green area (to be determined by the County); utilized as a contractor staging area and a temporary tree storage area. Restoration (grade and sod) of the green area will be required prior to project closeout; and the Contractor is responsible for clearing and grubbing of site, debris removal, dumpster and storage fees. At the close of the project, submit all as-built drawings, documentation, warranty, equipment specifications, etc.

The audio and visual equipment within the restroom pavilion structure and landscaping related to trees, shrubs, and ground cover/sod has been excluded from the scope of work. The trees and shrubs are being coordinated with Miami-Dade Parks, Recreation, and Open Spaces through the Million Trees Miami program. The audio and visual equipment, will be procured, installed and maintained through a modified County contract.

All work shall be in accordance with the accepted practices and design standards of Miami- Dade County and local regulatory agencies, Miami-Dade County Ordinance No. 19-17, Code of Miami-Dade County Sections 33-112.5 and 30-423 for EV Parking ready spaces and infrastructure. This project falls under the jurisdiction of the Miami-Dade County Public Schools (M-DPCS) Office of Facilities, Project Number – 02116100.

The minimum experience required for this project is five to ten years of experience with projects in similar scope related to civil, electrical and landscaping services, having completed at least two similar projects with the same magnitude in the past five years.

**ISD recommends that a 18.84% SBE-Construction goal and a 13.87% SBE-Goods & Services goal be established for this contract.**

For further details, please see Departmental Input Construction Contract/Project Measure Analysis and Recommendation (attached). If additional information is required, please contact Marc LaFrance, Chief PMO, at [marc.lafrance@miamidade.gov](mailto:marc.lafrance@miamidade.gov) or (786) 493-7809 or Sally Contreras, Program Management Manager, at [sally.contreras@miamidade.gov](mailto:sally.contreras@miamidade.gov) or (305) 815-8065. Your favorable response to this request is most appreciated.

c: Alex Munoz, Director, ISD  
Kevin Montero, Acting Division Director, FIMD, ISD  
Marc LaFrance, Chief PMO, FIMD ISD  
Laurie Johnson, Chief SBD Manager, ISD  
Project File

**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.:**    **W200011**

**Contract/Project Title:**                    **Zelda Glazer Soundscape Project**

**Description/Scope of Work:** The scope of work consists of, but is not limited to, furnishing all supervision, labor, materials, services, equipment, permits, and testing necessary to successfully perform work required for demolition/new construction as indicated and described on the approved plans (Miami-Dade County Public Schools (M-DPCS) Office of Facilities, Project Number – 02116100, and specifications as noted on the approved plans. Bid price is to include purchasing, removal and replacement of the specified materials as described below and identified in the construction documents, and all related permit fees and permitting expenses related therewith. Contractor must obtain and submit all permits prior to performing any work.

Prospective bidder shall carefully examine the site of the work to be performed and be satisfied as to all observable conditions. Bidder shall be responsible for measuring, calculating, and performing adequate field verification and takeoffs for the scope of work. Bid price is to include the removal and proper disposal of all work-related debris. The scope includes but is not limited to the following:

1. The development of a new outdoor Soundgarden with a video wall in a surround sound environment for an attendance capacity of 200-persons, outdoor performance stage, a restroom pavilion structure, a central node structure, public and shared plazas, areas for various events and demonstrations, walking paths, landscaped recreational areas, a 53 car parking lot and hardscaping.
2. Contracting, design (through) manufacturer shop drawings, manufacturing and installation of nine (9) the speaker towers.
3. New fencing, gates, landscaping, parking lot to include a new ingress/egress connection to SW 149th Avenue, landscape lighting, irrigation, pavement markings and signage.
4. New concrete sidewalk on the west edge of the proposed parking lot connecting to the existing school parking lot to the north.
5. New parking lot to include lighting system and the necessary infrastructure to support future equipment for eleven (11) Electric Vehicle Supply Equipment (EVSE) ready spaces in accordance with Miami-Dade County Ordinance No. 19-17
6. Installation of new storm structures and storm water detention areas.
7. Relocation of the westernmost line of ten (10) existing trees along the existing west fence line to a temporary holding area during construction and then planted in their final location.
8. New storm drainage system design calculations and layout.
9. Use of an existing green area (to be determined by the County); utilized as a contractor staging area and a temporary tree storage area. Restoration (grade and sod) of the green area will be required prior to project closeout.
10. Landscaping related to trees, shrubs, and ground cover/sod is excluded from the scope of work.
11. Contractor is responsible for clearing and grubbing of site, debris removal, dumpster and storage fees.

At the close of the project, submit all as-built drawings, documentation, warranty, equipment specifications, etc.

All work shall be in accordance with the accepted practices and design standards of Miami- Dade County and local regulatory agencies, Miami-Dade County Ordinance No. 19-17, Code of Miami-Dade County Sections 33-112.5 and 30-423 for EV Parking ready spaces and infrastructure.

This project falls under the jurisdiction of the Miami-Dade County Public Schools (M-DPCS) Office of Facilities, Project Number – 02116100.

**GENERAL NOTES:**

- a)** The Contractor is responsible for maintaining a safe and clean job site at all times.
- b)** Contractor staging and storage area will be limited to an existing green area (to be determined by the County); Restoration (grade and sod) of the green area will be required prior to project closeout.
- c)** Contractor will be responsible for maintaining a dumpster for construction debris and disposal.
- d)** If Contractor conducts any work that may disrupt the power at the adjacent facilities, the Contractor must coordinate the work to afterhours or weekend work in order to avoid disrupting the school.
- e)** Contractor may work during the day, however, all after hours work must be approved ahead of time and all correspondence has to go through the Project Manager.2123e
- f)** All work to be performed shall comply with the requirements of the 2017 Florida Building Code (F.B.C.), and Miami Dade County Zoning Ordinances Regulations and any agency having jurisdiction on this project.
- g)** No trenches deeper than 5'-0" in which a person is to descend shall be allowed without the contractor obtaining a required permit.
- h)** The Contractor shall verify that no conflicts exist in locations of any and all mechanical, telephone, electrical, lighting and plumbing (to include all piping, ductwork and conduits) and that required clearances for installation and maintenance of above-mentioned equipment are provided.
- i)** The Contractor shall exercise extreme caution when excavating on areas of existing utilities. Existing utilities shall be located and marked in advance of excavation in all areas. Any damage done to known utilities shall be repaired immediately by the contractor at its expense. The location of any utilities shown on the plans is approximate only, and depths may not be known. The contractor shall be responsible for replacing or repairing all damage to known utilities and school property caused by its forces and its subcontractor's forces.
- j)** Any utilities that are broken or damaged during construction shall be repaired by the Contractor or at the Contractor's expense.
- k)** The Contractor is to provide security barriers and other applicable devices as required by the contract documents and / or local and state code and regulations. Placement of safety devices is to take place in a manner so as not to disrupt the facility operations and protect pedestrians and the general public at all times.
- l)** In compliance with the provisions of Section 1012.468(1)2(e) F.S., the Jessica Lunsford Act, a new chain link fence or alternatively a barrier fence will be erected. Throughout construction, security barriers and fences, should include fabric, and separate the project site from the adjacent properties. In order to ensure the safety of the faculty and students at the adjacent property, under no circumstances, will the Contractor and subcontracts venture outside of the project site or have any contact with the students.
- m)** The Contractor shall take all necessary precautions to protect Miami Dade Public Schools Property, furnishings, and equipment in the areas where work is being performed. The Contractor shall be responsible for any damages caused to existing spaces and equipment due to construction operations.
- n)** The Contractor must contact SUNSHINE811(800-423-4770 OR WWW.SUNSHINE811.COM) two (2) full business days before start of construction and, unless otherwise specified, maintain all utility lines in operation. Contractor must comply with guidelines for renewing utility markings and provide evidence of such. The contractor must exercise extreme caution when excavating on areas of existing utilities. Existing utilities shall be located and marked in advance of excavation in all areas. Any damage done to known utilities shown on plans is approximate only, and depths may not be known. The contractor shall be responsible for replacing or repairing all damage to known utilities and Miami-Dade County Public School's Property caused by its forces and its subcontractor's forces.

- o)** The Contractor shall remove structures by demolition and lawful disposition of debris off-site. Demolition and transportation of debris shall comply with applicable codes and regulations governing these operations; any resulting fees shall be paid by the Contractor. Accumulation of debris on the site will not be allowed.
- p)** The Contractor shall notify the Project Manager of any conditions capable of affecting the safety of adjacent buildings, the normal use of these facilities, or the physical condition of the structures.
- q)** In case of accidental disruption of utilities or the discovery of previously unknown utilities, the Contractor must stop work immediately and notify the Project Manager. The Contractor shall not continue working until the Project Manager and the Contractor agree on a plan to correct the situation or identify a utility service line.
- r)** The Contractor shall be responsible for following the National Pollutant Discharge Elimination System (Npdes) General Storm Water Pollution Prevention Plan (Swppp) and obtaining all the required permits.
- s)** During the bid process and site visit, the Contractor shall examine the site where work is to be performed and satisfy itself as to all visible conditions. Any questions regarding materials, obstacles or other shall be address through a Request for Information (RFI) for clarification bidding period.
- t)** Any changes to the scope of work shall be issued in writing to the Contractor and signed by both parties. Any field directives, which change the scope of work, may result in the County issuing a change order to the contract. If the Contractor considers such field directive is not a part of the original contract, the Contractor shall inform/advise the Project Manager in writing no later than forty-eight (48) hours after such directive has been issued.
- u)** The Contractor shall be held responsible to protect all adjacent properties to the site from the actions or lack of actions by the Contractor or his personnel. The Contractor shall repair or replace any damaged to adjacent properties prior to final payment being made.

**Estimated Cost:**        **\$4,993.013.03**                      **Funding Source:** **No-Grant GOB (CBF12)**

**Location of Project:**        **15015 S.W. 24 Street, Miami, Florida 33185**

**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
01. General Requirements	14	378
02. Existing Conditions	7	6
03. Concrete	18	150
04. Masonry and Stone	0	0
05. Metal	8	14
06. Wood and Plastic	6	9
07. Thermal and Moisture Protection	9	30
08. Openings	6	14
09. Finishes	15	45
10. Specialties	0	0
11. Equipment	0	0
12. Furnishings	0	0
14. Conveying Systems	0	0
21. Fire Suppression	0	0
22. Plumbing	8	16
23. Heating Ventilating & Air Conditioning	5	18
26. Electrical	9	90
27. Communications	0	0
28. Electronic Safety and Security	0	0
31. Earthwork	14	90
32. Exterior Improvements	28	220
33. Utilities	14	56

Comments: Disclaimer. Estimate prepared by FIMD is a place holder until bid process is completed.

**PROJECT ANALYSIS FOR CONSTRUCTION GOAL RECOMMENDATION (SBE-CONS)** See attachment

Sub-Trade	Estimated Cost	% of Item to Base Bid	Availability
01. General Requirements	\$647,687.76	12.97%	2.11%
02. Existing Conditions	\$34,650.21	0.69%	0.00%
03. Concrete	\$841,407.42	16.85%	3.34%
04. Masonry and Stone	\$0.00	0.00%	0.00%
05. Metal	\$258,418.84	5.18%	0.00%
06. Wood and Plastic	\$16,565.31	0.33%	0.00%
07. Thermal and Moisture Protection	\$37,548.04	0.75%	0.00%
08. Openings	\$13,560.00	0.27%	0.00%
09. Finishes	\$45,450.45	0.91%	0.00%
10. Specialties	\$23,346.62	0.47%	0.00%
11. Equipment	\$0.00	0.00%	0.00%
12. Furnishings	\$0.00	0.00%	0.00%
14. Conveying Systems	\$0.00	0.00%	0.00%
21. Fire Suppression	\$7,650.34	0.15%	0.00%
22. Plumbing	\$23,732.43	0.48%	0.00%
23. Heating Ventilating & Air Conditioning	\$5,400.00	0.11%	0.00%
26. Electrical	\$788,078.94	15.78%	2.87%

27. Communications	\$0.00	0.00%	0.00%
28. Electronic Safety and Security	\$0.00	0.00%	0.00%
31. Earthwork	\$652,000.00	13.06%	3.65%
32. Exterior Improvements	\$1,431,516.67	26.87%	4.89%
33. Utilities	\$256,000.00	5.13%	1.98%
<b>ESTIMATED CONSTRUCTION COST (SBE-CONS)</b>	<b>\$4,993,013.03</b>	<b>100%</b>	<b>18.84%</b>

Comments: N/A

**RECOMMENDATION**

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

**Basis for Recommendation:** ISD recommends a 18.84% SBE-Cons goal be established for this contract.

**PROJECT ANALYSIS FOR GOODS AND SERVICES GOAL RECOMMENDATION (SBE G&S)**

Sub-Trade	Estimated Cost	% of Item to Base Bid	Availability
Security Fencing	\$30,789.39	0.62%	4.75%
Construction Cleaning Services	17,117.49	0.34%	0.26%
Temporary Utilities	\$9,939.19	0.20%	1.53%
Temporary Facilities	\$11,927.02	0.24%	1.84%
Portable Toilets	\$8,547.70	0.17%	1.32%
Rental Equipment	\$0.00	0.00%	0%
Scaffolding	\$0.00	0.00%	0%
Dumpster (30 Cubic Yard)	\$22,793.87	0.46%	3.52%
Project Identification	\$4,196.54	0.08%	0.65%
<b>ESTIMATED CONSTRUCTION COST (SBE- G&amp;S)</b>	<b>\$105,311.20</b>	<b>2.11%</b>	<b>13.87%</b>

Comments: N/A

**RECOMMENDATION**

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

**Basis for Recommendation:** ISD recommends a 18.84% SBE-Cons goal be established for this contract.

## **MINIMUM REQUIREMENTS/QUALIFICATIONS FOR THE SELECTED CONTRACTOR**

The minimum experience required for this project is five to ten years of experience with projects in similar scope related to civil, electrical and landscaping services, having completed at least two similar projects with the same magnitude in the past five years.

The Prime Contractor and all Major Subcontractors shall be required to provide a list of Example Projects that demonstrate the Firm's key individuals' ability and experience to successfully plan and complete the project. The Prime Contractor and all Major Subcontractors are required to perform their due diligence to ensure that all references submitted, is up to date information and have current contact persons names, company name, company position, phone numbers, fax numbers, e-mail addresses which are spelled and listed correctly prior to the date of submission. All documentation submitted to support these requirements will be subject to verification by County staff.

Potential bidders are required to include in their bid submissions all information necessary to establish their satisfaction of the minimum requirements in this section, general information regarding their companies' management and operations, financial resources, bonding capacity, payment of subcontractors, and a history of commenced and completed projects to support these requirements. The County shall be authorized to request from the bidder all information which the County may reasonably require to determine the bidder's and Major Subcontractor's compliance with this section. Failure to provide such information may be considered by the County in its determination of compliance. Upon determination of the apparent lowest responsive bidder, the County shall review further its qualifications including verification of, but not limited to, the firm's past performance, the capacity of its personnel to perform the services, available business and litigation reports, financial condition, integrity, capability, experience, and quality of services provided under other contracts. The County shall make determinations of the bidder's compliance with the requirements of this section in its sole discretion, and the County's decision shall be final.

The selected contractor shall be required, before awarding of the contract, to demonstrate to the complete satisfaction of the County that they have the necessary resources to execute the work in a satisfactory manner and within the time specified, that they have had experience of a same or similar nature; that they have history and reference which will assure the owner of the contractor's qualifications for executing the work.

**Date submitted to SBD:** 06/29/2022  
**Contact Person:** Sally Contreras, Program Management Manager, ISD  
**Telephone No.:** 305-815-8065