



# **Memorandum**



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

From: **John G. Ellis, III, Senior Procurement Contracting Officer**  
Procurement Management Department Jackson Health System

CC: Veronica Clark, Laurie Johnson, Matthew Weber, Jamie Cruz, David Clark,  
Kenneth Robertson, Kevin Guhl

Date: September 28, 2015

Re: RFQ 15-13530-KG –Replacement of Heat Wheels for AHU #16 & #17 at East Tower

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The project scope of work will consist of the selective demolition and replacement of HVAC heat wheels on existing air handling units (AHU) #16 & #17 at East Tower Building located at 1611 NW 12<sup>th</sup> Avenue, Miami, Florida. The work includes HVAC associated trades as required for the replacement of the heat wheels. The estimated cost for this project is \$68,000.00.

## **Minimum Requirements and Special Conditions:**

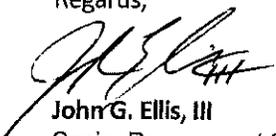
Bidders shall hold a current Certificate of Competency and/or license from the State of Florida as either a RM (Registered or State Certified Mechanical Contractor or CA (Registered or State Certified Class A Air Conditioning Contractor). The Contractor shall have experience of successfully completing a minimum of two (2) similar HVAC projects within the last five (5) years. Bidders shall also have knowledge, experience, and familiarity with current codes and requirements of authorities having jurisdiction.

## **Recommendation:**

It is the department's recommendation that the Construction Review Committee (RC) approve the Small Business Enterprise Construction (SBE-C) measure of 100% for the above-referenced contract.

If you have any questions regarding this matter, please contact my office at (305) 585-2243.

Regards,



**John G. Ellis, III**

Senior Procurement Contracting Officer – Construction Services  
Procurement Management Department  
Jackson Health System