



June 23, 2011

To: 1st Tier CBE Architectural Firms – PRIME & (1st & 2nd Tier CBE firms – Sub-consultants)

Re: Westchester Cultural Arts Center

Project No.: A11-PARK-01 GOB ESP

The above-referenced project is being considered for competition solely among **Community Business Enterprise CBE-A/E** firms. If you are interested in participating as a **1st Tier CBE Prime Consultant** (or a **1st or 2nd tier CBE** sub-consultant in technical categories 12.00 and/or 13.00) to perform work in connection with this project, **please complete and return the attached Verification of Availability form and provide examples of work your firm has completed (required) on similar projects as outlined in the attached project description, by 12:00pm, Monday June 27, 2011.**

Please review the attached project description and requirements. These specifications are being reviewed and are subject to change.

The Verification of Availability form and required examples of previous work may be sent via facsimile transmission (305) 375-3160 or email walterv@miamidade.gov. If you have any questions, please contact me at (305) 375-3138.

Sincerely,

A handwritten signature in black ink, appearing to read "Vivian O. Walters, Jr.", written in a cursive style.

Vivian O. Walters, Jr.,
Contract Development Specialist 2
Business and Professional Development Division

Attachments

Do you have prior experience satisfying the above requirements? Yes _____ No _____

Sub-consultants providing services in technical categories **12.00 (General Mechanical Engineering)** and/or **13.00 (General Electrical Engineering)** must demonstrate previous project experience in the design of a minimum of three (3) black box (studio) performing arts theaters within the last five (5) years including theatrical lighting, acoustics, moveable seating, lighting and sound system control rooms, and catwalks.

Do you have prior experience satisfying the above requirements? Yes _____ No _____

CBE firms are required to provide the project names, dollar values, and contact names of the projects worked on (satisfying the above stated requirements).

***This information is REQUIRED along with the signed Verification Form**