



December 20, 2013

To: CBE Architectural & Engineering Firms

Re: MIA Building 863 Roof Replacement

Project No.: A13-MDAD-02 ESP

The above-referenced project is being considered for competition measures among Community Business Enterprise (CBE) firms. If you are interested in participating as a **CBE Prime** (in **Technical Categories 4.02 & 14.00**) or **CBE Sub-Consultant** (in **Technical Categories 4.01, 9.05, 10.01, 11.00, 12.00, 13.00, & 16.00, & 18.00**) perform work in connection with this project in, **please complete and return the attached Verification of Availability form and provide examples of work your firm have completed on similar projects as outlined in the attached project description, by 10:00am, Friday December 27, 2013.**

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

The Verification of Availability form and examples of previous work (if any), may be sent via facsimile transmission (305) 375-3160 or email to **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." with a stylized flourish at the end.

Vivian O. Walters, Jr.

Contract Development Specialist II

Internal Services Department

Small Business Development Division

111 NW 1st Street #19 Floor

Miami, FL 33128

walterv@miamidade.gov

Office (305) 375-3138 | 6Fax (305) 375-3160

"Delivering Excellence Every Day"

Attachments

VERIFICATION OF AVAILABILITY

DEPARTMENT OF SMALL BUSINESS DEVELOPMENT
COMMUNITY BUSINESS ENTERPRISE PROGRAM
111 N.W. 1st STREET, 19TH FLOOR
MIAMI, FLORIDA 33128

PROGRAM COORDINATOR: MR. VIVIAN WALTERS, JR.

I am herewith submitting this letter of verification of availability and capability to propose at such time as this project is advertised. (NOTE: Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.)

CONTRACT TITLE AND NUMBER: MIA Building 863 Roof Replacement

A13-MDAD-02 ESP

CONTRACT ESTIMATED AMOUNT: \$150,000.00

*****CHECK BELOW IF YOU ARE RESPONDING AS A PRIME OR SUB-CONSULTANT*****

PRIME – Certified in 4.02 & 14.00 (Check As Applicable) - _____

(Must be certified in both (2) Technical Categories)

SUB-CONSULTANTS - CHECK THE RELATED CATEGORY (and list experience on the next page)

4.01 ___ **9.05** ___ **10.01** ___ **11.00** ___ **12.00** ___ **13.00** ___ **16.00** ___ **18.00** ___

NAME OF COMMUNITY BUSINESS ENTERPRISE _____ Certification Expires: _____
DATE

ADDRESS _____ CITY _____ ZIP CODE _____

Telephone: _____ Bonding Capacity: N/A

PRINT NAME AND TITLE _____

SIGNATURE OF COMPANY REPRESENTATIVE _____ DATE _____

REVISED 10/11/94

DESCRIPTION OF PROJECT

Project Title: MIA Building 863 Roof Replacement

Project Number: A13-MDAD-03 ESP

Department: MDAD

Estimated Cost: \$150,000.00

Technical Categories:

TC No.	Description	Percentage	Amount
4.02	Aviation Systems-Architectural Design	10%	
14.00	Architecture	45%	
4.01	Aviation Systems-Engineering Design	5%	
9.05	Roof Testing and Consulting	5%	
10.01	Environmental Engineering-Stormwater Drainage Design Engineering Design	5%	
11.00	General Structural Engineering	5%	
12.00	General Mechanical Engineering	5%	
13.00	General Electrical Engineering	5%	
16.00	General Civil Engineering	5%	
18.00	Architectural Construction Management	15%	
Total Estimated Consultant Fees		100%	\$150,000.00

Overall Project Description

The scope of work for this project is the re-roofing of the existing building #863 roof (consistent with approximately 105,200 sq. ft.). The roof was estimated as a 3-ply Modified Bitumen Roof; however the A/E is expected to recommend the most cost effective roof system for this project. All new roofing will be flashed to existing or new curbs and roof pipe/raceway supports/

Do you have prior experience satisfying the above stated?

Yes _____ **No** _____

Are you able to satisfy the above stated "scopes of services"?

Yes _____ **No** _____

In addition, the work includes repair or replacement as needed of all the auxiliary existing Mechanical, Structural, and Electrical Systems on roofs, such as fans, pipe insulation, valves, roof drains, lightning protection as well as pipes and raceway supports.

Minimum Experience and Qualifications

The Lead-Designer must be certified in **(4.02 & 14.00)**

Are you? **Yes** _____ **No** _____