

Memorandum



Date: Nov. 16, 2011

To: Department of Small Business Development
Jack Osterhoit, Interim Director

From: Marcos Caines PM Miami Dade Public Housing Agency *M.C.*

Subject: Review Committee - Notification Only for Federally Funded Project
Liberty Square Concrete Dumpster Pads (Total of 27 Units)

SENT VIA EMAIL

MDPHA respectfully requests that the following **federally funded** item be submitted to the Review Committee (RC) for **information purposes only** for the Three Round Towers Lightning Protection

Project RPQ 123946 Liberty Square Concrete Dumpster Pads (Total of 27)

Thank you for your assistance. I can be reached at (786) 469-4123
Email: mcaines@miamidade.gov

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.: Liberty Square Concrete Pads RPO 123946

*Reference corresponding project number when submitting a work order

Contract/Project Title: MCC 7360 Plan-CICC7360-0/08 RPO 121421

Description/Scope of Work: Description of the Work (Project): The removal of all 27 concrete pads and replace with new. **There are 27 Pads to be replaced (scattered).**

Approximate Construction Budget for this project is: \$66,000.00

Estimated Cost: \$66,000.00 Funding Source: Federal

Location of Project 1415 NW 63 St Miami Florida 33147

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 |
|-----------------------|--|--------------------------------------|
| | | 90 |
| | | |
| | | |

Comments: _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

| Sub-Trade | Est. Cost | % of Item to Base Bid | Availability |
|-----------|-----------|-----------------------|--------------|
| | | | |
| | | | |
| | | | |

RECOMMENDATION

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

Basis for Recommendation: _____

Date submitted to DBD: Nov. 16, 2011

Contact Person: Marcos Caines

Telephone No.: 786-469-4123

Miami-Dade Public Housing Agency
 701 NW 1st Court
 16th Floor
 Miami, FL 33136



MIAMI-DADE COUNTY, FLORIDA
REQUEST FOR PRICE QUOTATION (RPQ)
 Contract No: MCC 7360 Plan - CICC 7360-0/08
 RPQ No: 123946

This RPQ is issued under the terms and conditions of the MCC 7360 Plan .

Date Issued: 11/10/2011 Bid Date Due: 1/3/2012 Time Due: 10:00 AM

Bid shall be Submitted Via: Sealed Envelope to:

Name: Miami-Dade Public Housing and Community Development (MDPHCD) Email: mcaines@miamidade.gov

Address: 701 NW 1st Court, 16th Floor, Miami, FL 33136 Fax: 786-469-4151

RPQ Added: 11/10/2011 User Bidder Request: N/A OCI/OSBM Approval: N/A Bidders Added: N/A

Project Number: FL5-005 Estimated Value: \$66,000.00
 (excluding contingencies and dedicated allowances)

Project Name: Region 1 - Liberty Square Concrete Dumpster Pads (Total of 27 units) Emergency: N

Project Location: 1415 NW 63rd St, Miami, FL 33147 ESP: N

Department Contact: Marcos A. Caines Phone No: 786-469-4123 Fax No: 786-469-4151

Project Manager: Marcos A. Caines Phone No: 786-469-4123 Fax No: 786-469-4151

Document Pickup: Contact: Ileana Pifferrer Phone: 786-469-4122 Date: 12/1/2011

Document Pickup: Location: 701 NW 1st Court, 16th Floor, Miami, FL 33136

| | Y/N: | Mandatory: | Date: | Time: | Location: |
|-----------------|----------|------------|-------------------|-----------------|---|
| PreBid Meeting: | <u>Y</u> | <u>N</u> | <u>12/22/2011</u> | <u>10:00 AM</u> | <u>1415 NW 63rd St, Miami, FL 33147</u> |
| Site Meeting: | <u>Y</u> | <u>N</u> | <u>12/22/2011</u> | <u>10:00 AM</u> | <u>1415 NW 63rd St, Miami, FL 33147</u> |

Type of Contract: Single Trade Method of Award: Lowest Responsible Bidder

Performance/Payment Bond Required: N Bid Bond Required: Y Insurance Required: Y

Addition Insurance Required: N Addition Insurance Amount: \$0.00

Comm Dist: District 2 Davis Bacon: Y AIPP: N \$0.00

Prevailing Wage Rate Requirements: N/A DBD Subcontract Forms Required: N

Date Advertised: 12/1/2011 Review Committee Date: 11/30/2011

CSBE Requirements: N 0.0% Trade Set-a-side: N

DBE Requirements: N 0.0% DBE Subcontract Forms Required: N

CWP Requirements: N 0.0%

Trade: General Building Contractor (Primary)

Anticipated Start Date: 3/14/2012 Calendar Days for Project Completion: 90

Liquidated Damages / \$\$ Per day: Y \$200.00 Method of Payment: Scheduled Monthly Payments

| CAPITAL BUDGET PROJECT # - DESCRIPTION | MCC ESTIMATE |
|---|--------------|
| 803250- SITE IMPROVEMENTS AND DWELLING STRUCTURES CAPITAL FUND PROGRAMS (CFP) | \$66,000.00 |
| Book Page:282 Funding Year: 2011 | |

FUNDING SOURCE:

| SOURCE | PROJECT NUM | SITE # | MCC ESTIMATE |
|--------|-------------|------------|--------------------|
| US HUD | <u>N/A</u> | <u>N/A</u> | <u>\$66,000.00</u> |

Awarded To: _____ **CSBE Exp Date:** _____ **Paid Amt: \$0.00**
Collusion Affidavit Received: N **Date Collusion Affidavit Received:** _____
Base Amt: \$0.00 **Cont Amt: \$0.00** **Ded Amt: \$0.00** **Award Amt: \$0.00**
Insurance: OCI Reviewed: N **Date Approved:** _____ **GL Ins Exp Dt:** _____
Bid Bond: Risk Approved: N **Date Approved:** _____ **AL Ins Exp Dt:** _____
P & P Bond: Risk Approved: N **Date Approved:** _____ **WC Ins Exp Dt:** _____

Scope of Work: (Contractor must obtain and submit all permits prior to performing any work.)

Description of the Work (Project): All work to be performed shall comply with the requirements of the Florida Building Code 2007 and Zoning Ordinances applicable and any agency having jurisdiction on this project. Contractor shall promptly notify the Architect or Project Manager of the existence of any observed variations between the contract documents and any applicable codes or ordinances. The Contractor shall remove and replace concrete pads as per drawings. The Contractor shall exercise care during the demolition and removal in order to assure that items scheduled for demolition and removal are properly removed so as to minimize damages to the surrounding areas. Prior to commencing excavation operations, the Contractor shall call SUNSHINE STATE ONE CALL AT 811 to arrange for utility companies to locate lines. The Contractor shall not request and shall not receive an adjustment to the contract sum for additional work necessitated due to underground utilities. The Contractor shall leave the site free and clear of all concrete and asphalt. Clean-up and removal of all items not specifically mentioned in the contract specifications but which are obviously required for a complete working installation during demolition shall be included without additional cost to MDPHCD. The Contractor shall arrange for his/her own storage facility (if needed). When the work is finished and prior to final payment, the Construction Manager, Regional Coordinator and Contractor shall conduct a substantial completion inspection. If there is any work performed that MDPHCD representatives do not agree with, then the Contractor shall comply with the Project Manager instructions to re-do the work at no extra cost to MDPHCD. Prior to final payment, all permits shall have final approvals. Some notes may overlap; should any note be in conflict the strictest shall prevail. See General Notes for more details.

Design Drawings Included: Y **Shop Drawings Included: N** **Specifications Included: N**
Project Qualifier: Lissette Martinez **Phone No:** 786-469-4127 **EMail:** lpmar01@miamidadegov

Comments:

Bid Documents:

Obtain Bid Documents from MDPHCD, Facilities & Development Division, 701 NW 1st Court 16th Floor Miami, Florida 33136 as of December 1, 2011_ Amount: \$ 50.00 (non-refundable) per Bid Document Set. Contractors shall provide separate money orders or cashier's checks per contracts. Only Money Orders or Cashier's Checks payable to Miami Dade Public Housing Agency will be accepted to acquire bid documents.

Contractor(s) shall also be able to obtain free electronic copies of the specifications and drawings at the following link: <http://www.box.net/shared/xivyjauo8sziqs9ryppq2>

Contractor's inability to access this web site shall not be considered just cause for a bid protest. It is the responsibility of the contractor(s) to advise MDPHCD in writing, a minimum of fourteen (14) calendar days before the bid opening, of any difficulty in accessing above link and obtaining printed bid documents from MDPHCD.

Contractor Registration and Award:

Any contractor not in the OCI list, but interested in bidding and being awarded work for MDPHCD, must be registered and approved by the Miami-Dade Internal Services Department (ISD) , formerly Department of Procurement Management, in order to be able to receive an award. To register: Contractors must contact the ISD Vendor Services Section - MCC 7040/7360, 111 N.W. 1st Street, 13th Floor, Miami Florida 33128, (305) 375-5289.

Notwithstanding the above, it is highly recommended that contractor be registered before the date of the bid opening.

Sealed Bids:

Sealed Bids for the project designated below will be received for and on behalf of MIAMI-DADE COUNTY, by the MIAMI-DADE BY PUBLIC HOUSING AND COMMUNITY DEVELOPMENT, ADMINISTRATIVE SERVICES DIVISION, 701 NW 1ST COURT, 16TH FLOOR, FRONT DESK, MIAMI, FLORIDA, 33136 UNTIL 10:00 A.M. local time, Tuesday, January 3, 2012 @ 10:00 AM where they will be publicly opened and read aloud.

Section 3:

This is a Section 3 covered activity. Section 3 requires that job training and employment opportunities be directed to low- and very-low income persons and contracting opportunities be directed to businesses that are owned by, or that substantially employ, low- or very-low income persons.

Cone of Silence:

Miami-Dade County's "Cone of Silence", Ordinance 98-106 (Section 2-11.1(t) of the Code) approved by the Board of County Commissioners as of July 21, 1998, and amended Jan. 29, 2002, is adopted herein. This ordinance specifically prohibits communication in regard to this bid solicitation with County staff except by written means with a copy filed with the Clerk of the Board. Certain exceptions are made such as oral communications during pre-bid conferences and communications with those persons defined in the ordinance regarding matters of process or procedure already contained in the solicitation document. MDPHA staff and bidders may communicate orally while a bid is in progress and prior to award of bid to clarify Section 3 definitions, requirements and business preference procedures, pursuant to the Miami-Dade Commission on Ethics ruling on March 10, 2004. Under CICC 7360-0/08, The "Cone of Silence" takes effect upon advertisement for bids and terminates when recommendation for award is made by the Miami-Dade Public Housing Agency. The ordinance is attached in Section 00999-3.

Bid Guarantee:

A Bid Guarantee shall accompany each bid over \$25,000.00 in the amount of 5% of the Base Bid, in accordance with the Instructions to Bidders. The Bid Guarantee may be a certified check, bank draft, U.S. Government Bonds at par value, or a bid bond secured by a surety company acceptable to the U.S. Government and authorized to do business in the state where the work is to be performed.

Pre-Bid/Site Meeting:

A Pre-Bid/Site meeting will be held at the job site, Thursday, December 22, 2011 at 1415 NW 63rd Street, Miami, Florida 33147 at 10:00 AM.

The County reserves the right to waive any informalities or irregularities in any bid, or to reject any or all bids. Bids from any person, firm, or corporation ever in default upon any agreement with the County will be rejected.

Project Manager: Marcos A. Caines

Phone: 786-469-4123 E-mail: mcaines@miamidade.gov

MDPHA Procurement contact: Barry Cowvins Phone: 786-469-4235 Fax: 786-469-4151
