

# **Memorandum**

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

From: **Steven Williams, Procurement Contracting Officer**  
Procurement Management Department– Construction Services, Jackson Health System

CC: Veronica Clark, Eddy Etienne, Laurie Johnson, Kenneth Robertson

Date: June 17, 2021

Re: ITB-21-20874-SW JNMC Elevator Program

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## **Background:**

The project scope of work will consist of the modernization of three (3) elevators on the Jackson North Medical Center. The intent of the solicitation is to award one (1) qualified elevator contractor to accomplish this. The elevators are manufactured by Dover. All elevators are hydraulic passenger elevators. The modernization of the elevators will include all engineering, equipment, labor, machines, control systems, devices and accessories as required for safely operating the specified elevators. The elevator contractor(s) shall include all scope of work required by other building contractors required for a complete turnkey project. The estimated cost for this project is \$750,000.00.

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

Bidders shall provide evidence that the firm has actively and normally been engaged in the maintenance, service, repair and replacement of materials and equipment in elevators and/or escalators for at least the past ten (10) years. Bidders shall provide two (2) references of similar modernization projects performed in the past three (3) years. Provide the contact information for a reference along with project details with the bid. Provide references with names, phone numbers and email addresses.

Each supervisor who will perform work under the contract shall have at the time of submission of bid a Certificate of Competency either as a Certified Elevator Technician or Certified Elevator Inspector, issued by Florida Department of Business Regulation, Division of Hotels and Restaurants, Bureau of Elevator Safety and shall renew it continuously. The bidder shall use only skilled, competent, trained elevator and/or escalator personnel having a minimum experience of three (3) years as an elevator and/or escalator mechanic in maintaining elevator and/or escalator systems similar to those in the specifications. The mechanic shall possess a current Certificate of Competency issued by the State of Florida, as a Certified Elevator Technician, or as a Certified Elevator Inspector as required by Florida Statute Chapter 399. Bidders must provide information with bid response or immediately upon request by the Procurement Staff.

## **Availability:**

Miami-Dade County's Business Management Workforce System identified "Xpert Elevator Services, Inc." as the only SBE-Con.

## **Recommendation:**

It is the recommendation of the Procurement Management Department that the Construction Review Committee (RC) approve "No Measure" for the above-referenced solicitation.

If you have any questions regarding this matter, please contact me at (305) 585-8286.

**Steven M. Williams, MBA, CPPB**

Senior Procurement Contracting Officer, Construction Services, Procurement Management Department

**DEPARTMENTAL INPUT**  
**CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

**Project Title:** JHS North Campus Elevator Modernization Program

**Contract/Project No.** ITB-21-20874-SW

**DESCRIPTION:** The project scope of work will consist of the modernization of three (3) elevators on the Jackson North Medical Center. The intent of the solicitation is to award one (1) qualified elevator contractor to accomplish this. The elevators are manufactured by Dover. All elevators are hydraulic passenger elevators. The modernization of the elevators will include all engineering, equipment, labor, machines, control systems, devices and accessories as required for safely operating the specified elevators. The elevator contractor(s) shall include all scope of work required by other building contractors required for a complete turnkey project. The estimated cost for this project is \$750,000.00. Please refer to attached document for additional details.

**DEPARTMENT:** Jackson North Medical Center **CONTACT:** Jared Galloway **PHONE:** 786-493-6456

**ESTIMATED CONSTRUCTION PROJECT BUDGET COST:** \$750,000.00 **FUNDING SOURCE:** Capital Projects

**ANALYSIS**

Commodity/Service No. NIGP: 295-00-00 SIC: NAICS: 238290, 333921

Trade/Commodity/Service Opportunities  
Elevator and Moving Stairway Manufacturing

**Contract/Project History of Previous Purchases for Previous Three (3) Years**  
**Check Here** ☒ **if this is a New Contract/Purchase with no Previous History**

	<u>Existing</u>	<u>2<sup>nd</sup> Year</u>	<u>1<sup>st</sup> Year</u>
Contractor	_____	_____	_____
Ethnicity/Race	_____	_____	_____
Gender	_____	_____	_____
Contract Value	_____	_____	_____

**COMMENTS:**

Miami-Dade County's Business Management Workforce System identified "Xpert Elevator Services, Inc." as the only SBE-Con.

**RECOMMENDATIONS**

CSBE GOAL

BID PREFERENCE

NO MEASURE

N/A

X

Analysis for Goal Recommendation

<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to base Bid</u>	<u>Availability</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b><u>TOTAL CSBE Recommendation</u></b>	_____	<b><u>0%</u></b>	_____
<b><u>TOTAL Project Budget</u></b>	_____	<b><u>\$750,000</u></b>	_____

Basis for Recommendation:

\_\_\_\_\_  
For Jared Galloway, Director of Engineering  
Jackson North Medical Center

\_\_\_\_\_  
Date: Small Business Development

**JHS North Campus Elevator Modernization Program**

**ITB-21-20874-SW**

Program Scope of Work

LOCATION: **Jackson North Medical Center**

Modernization of Three (3) Existing Hydraulic Passenger Elevators:

Main Lobby Staff #68352, ICU #67407 & Maternity #70083

The project will include the modernization of three (3) existing hydraulic passenger elevators by a State of Florida licensed elevator contractor. Modernization will include all engineering, equipment, labor, machines, control systems, devices and accessories as required for safely operating the specified elevators.

- Installation of all hoist-way equipment.
- Elevator car and hoist-way signal equipment.
- Operation and control systems.
- Accessibility provisions for physically disabled persons.
- Delivery, staging, and hoisting of new equipment.
- Required hoisting, hoisting permits and traffic coordination and/or permits with local jurisdictions and the State of Florida as required.
- Required permits and coordination and/or permits with local jurisdictions, Office of Elevator Safety and the State of Florida as required.

The elevators are manufactured by Dover. The elevator contractor shall include all scope of work required by other building contractors for a complete turnkey project.