

# Memorandum



**Date:** July 8, 2020

**To:** Gary Hartfield, Division Director  
Internal Services Department  
Small Business Development Division

**From:** Jorge Bello, Executive Senior Bureau Commander  
Fiscal Administration Bureau  
Miami-Dade Police Department

**Subject:** Recommendation for Construction Contract Services for the Roof Replacement of the Miami-Dade Police Department Professional Compliance Bureau  
Contract No. MDPDW20019/FEMA Project No. 33678

---

The Miami-Dade Police Department (MDPD) requests that the Division of Small Business Development (SBD) review and evaluate for measures Project No. MDPDW20019 – Roof Replacement of the MDPD Professional Compliance Bureau, which in part will receive federal grant funds.

**The Roof Replacement of the MDPD Professional Compliance Bureau:** This project will seek reimbursement, in part or whole from federal funds through the FEMA Public Assistance Program, and as such, bidder must comply with all applicable Federal Law, Regulations, Executive Orders, FEMA policies, procedures and directives. The prospective bidder shall examine carefully the site conditions of the work and be satisfied as to all observable conditions. The scope of work consists of removing existing roof assembly to replace with a new Miami-Dade Approved Product Control Roof System.

The probable construction cost estimate for the project is **\$616,495**, which in part will receive federal grant funds.

We appreciate your assistance, in order to proceed with the advertisement and subsequent bidding of the project. Should you have any questions, please contact Frank Zuloaga at 305-471-2579, or by e-mail at ([fzuloaga@mdpdp.com](mailto:fzuloaga@mdpdp.com))

JB/is