

# **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, Keith McConnell, Kenneth Robertson

Date: August 8, 2017

Re: RFQ 17-15091-SW – Exhaust Fan Replacements

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## **Background:**

The project scope of work will consist of providing all labor and materials to remove and replace numerous critical exhaust fans on the rooftops of Diagnostic Treatment Care (DTC) Building, North Wing Building, and the South Wing Building located on the Jackson Memorial Hospital (JMH) Main Campus. These units provide negative air flow to various bathrooms, soiled utility rooms, and the kitchen area. Exhaust fans must be replaced with fans that are at minimum equal to the quality and specifications of current fans. The awarded contractor is responsible for any adaptations necessary to install new fans. The estimated cost for this project is equal to or less than \$100,000.00.

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

Bidders shall be required to possess a valid Certificate of Competency or License for Mechanical Contractor (RM), or Class A, B, or C Air-conditioning Contractor (CA) issued by State of Florida; **or** General Mechanical, Refrigeration and Air Conditioning (Unlimited) Contractor by the County Examining Board. Bidders must provide this information together with his/her bid response.

## **Recommendation:**

It is the recommendation of the Procurement Management Department that the Construction Review Committee (RC) approve the Small Business Enterprise Construction (SBE-Cons) set-aside for the above-referenced solicitation.

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

Regards,

**Steven M. Williams, MBA, CPPB**  
Procurement Contracting Officer, Construction Services  
Procurement Management Department

**Project Title:** Exhaust Fans Replacements  
**Contract/Project No.** RFQ-17-15091-SW

**DEPARTMENT:** JMH-Engineering Services      **CONTACT:** Keith McConnell      **PHONE :** (305) 205-4333

## ANALYSIS

## RECOMMENDATIONS

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