## **Memorandum**



To: Gary Hartfield, Director

**Small Business Development Division** 

From: Kevin L. Guhl, CPPB - Procurement Contracting Officer

Procurement Management Department-Construction Services

Jackson Health System

CC: Laurie Johnson, Eddy Etienne, Jhonnatan Escalante, Jaime Cruz,

Kenneth Robertson, Carlos Pena

Date: April 26, 2018

Re: RFQ 18-15725-KG –HPB Roof Replacement

#### **Background:**

The project scope of work will consist of replacement of existing roofing at identified area at Highland Professional Building, 1801 N.W. 9th Avenue, Miami FL 33136, on the Jackson Memorial Hospital campus. The scope is roofing related and may be performed by a contractor which, at a minimum, holds a Building Specialties-Roofing Contractor license from Miami-Dade County. The estimated cost for this project is \$50,000.00.

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

Bidders shall be required to possess, at a minimum, a Roofing Contractor license from Miami-Dade County, and have experience with a minimum of (2) projects of a similar size, scope and complexity satisfactorily completed within the past (2) years. The contractor shall be familiar with current codes/requirements per authorities having jurisdiction (City of Miami). Bidders must provide this information together with his/her bid response.

#### **Recommendation:**

It is the department's recommendation that the Construction Review Committee (RC) approve the Small Business Enterprise Construction (SBE-C) measure of 100% set-aside for the above-referenced contract.

If you have any questions regarding this matter, please contact my office at (305) 585-7829.

Regards,

#### **Kevin L. Guhl, CPPB**

Procurement Contracting Officer – Construction Services Procurement Management Department Jackson Health System

# <u>DEPARTMENTAL INPUT</u> CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Project Title: <u>Highland Professional Building Roof Replacement</u>

Contract/Project No. RFQ 18-15725-KG **DESCRIPTION:** To contract with a qualified roofing contractor to provide roofing replacement services for the Public Health Trust and Jackson Health System. The Highland Professional Building at Jackson Memorial Hospital campus has a roof area which have been identified for replacement. The awarded contractor will remove existing roofing and replace with 2-ply SBS modified bitumen system. **DEPARTMENT:** Engineering Services CONTACT: Jaime Cruz PHONE: (305) 585-6037 ESTIMATED CONSTRUCTION PROJECT BUDGET COST: \$50,000.00 FUNDING SOURCE: Department Operational **ANALYSIS** Commodity/Service No. <u>238160 NAICS</u> SIC: <u>Trade/Commodity/Service Opportunities</u> \_Roofing Contractor\_ Contract/Project History of Previous Purchases for Previous Three (3) Years if this is a New Contract/Purchase with no Previous History Check Here Existing 1<sup>st</sup> Year Contractor Ethnicity/Race Gender Contract Value COMMENTS: This roof replacement work is at a parking structure/office use building. No special considerations are required. RECOMMENDATIONS BID PREFERENCE CSBE GOAL NO MEASURE 100 % \_\_\_\_N/A\_\_\_\_ Analysis for Goal Recommendation Sub-Trade Est. Cost % of Item Availability to base Bid Roofing \$50,000 100 % TOTAL CSBE Recommendation \$50,000 100 % TOTAL Project Budget \$50,000 100% Basis for Recommendation: More than three SBE-Cons roofing contractors Jaime Cruz, Project Manager Date: 4-26-2018