

# 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, Herminio Pulido, Tim Ott

Date: July 26, 2019

Re: RFQ 19-17297-KG –Replace AHU 16

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## **Background:**

The project scope of work will consist of replacement of existing roof top AHU at West Wing Building, Jackson Memorial Hospital, 1611 NW 12 Avenue, Miami FL 33136. The scope is HVAC related and may be performed by a contractor which, at a minimum, holds an Air Conditioning Limited license from Miami-Dade County. The estimated cost for this project is \$35,000.00.

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

Bidders shall be required to possess, at a minimum, an Air Conditioning Limited 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% Level 2 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

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

**Project Title:** Replace AHU 16

**Contract/Project No.** RFQ 19-17297-KG

**DESCRIPTION:** To contract with a qualified HVAC contractor to provide replacement services for the Public Health Trust and Jackson Health System. AHU-16 at the West Wing Building at Jackson Memorial Hospital requires replacement. The awarded contractor will furnish all necessary services to replace the owner furnished equipment.

**DEPARTMENT:** Engineering Services      **CONTACT:** Jaime Cruz      **PHONE :** (305) 585-6037

**ESTIMATED CONSTRUCTION PROJECT BUDGET COST:** \$35,000.00      **FUNDING SOURCE:** Department Operational

**ANALYSIS**

Commodity/Service No. <u>238220 NAICS</u> SIC: _____	
<u>HVAC Contractor</u>	
<u>Trade/Commodity/Service Opportunities</u>	
<b><u>Contract/Project History of Previous Purchases for Previous Three (3) Years</u></b>	
Check Here	<input checked="" type="checkbox"/> if this is a New Contract/Purchase with no Previous History
Existing	2 <sup>nd</sup> Year      1 <sup>st</sup> Year
Contractor	_____
Ethnicity/Race	_____
Gender	_____
Contract Value	_____
COMMENTS: The Trust requests Level 2 Set-Aside. Contractors will have more varied experience including healthcare environment	

**RECOMMENDATIONS**

<u>CSBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>	
<u>100 %</u>	<u>N/A</u>	_____	
<u>Analysis for Goal Recommendation</u>			
<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to base Bid</u>	<u>Availability</u>
HVAC	\$35,000	100 %	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>TOTAL CSBE Recommendation</b>	<b>\$35,000</b>	<b>100 %</b>	_____
<b>TOTAL Project Budget</b>	<b>\$35,000</b>	<b>100%</b>	_____
Basis for Recommendation: <u>More than three SBE-Cons HVAC contractors</u>			
_____		_____	
Jaime Cruz, Director, Engineering Services		Date: 7-26-2019	