# Memorandum



To: Gary Hartfield, Director

**Small Business Development Division** 

From: Harry Orvil – Senior Procurement Specialist 4.0

Procurement Management Department-Construction Services

Jackson Health System

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

Kenneth Robertson, Heriberto Martinez

Date: August 7, 2019

Re: RFQ 19-17326-HO Time & Materials Contract For General Contractor Services

### **Background:**

The project scope of work will consist of Drywall repair and install, Flooring repair/install, Plumbing repair, tiling work, patching, painting, and minor electrical work such as bulb and ballast replacement, and receptacle repair/replacement in various departments at Jackson North Medical Center, 160 NW 170<sup>th</sup> Street, North Miami FL 33169. The scope is construction related and shall be performed by a general contractor licensed from Miami-Dade or Broward County. The estimated cost for this project is \$90,000.00.

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

Bidders shall be required to possess, at a minimum, a State of Florida General Contractor's license 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 North 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 1 set-aside for the above-referenced contract.

If you have any questions regarding this matter, please contact my office at (305) 585-6186.

Regards,

#### **Harry Orvil**

Senior Procurement Specialist – Construction Services Procurement Management Department Jackson Health System

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

Project Title: Time & Materials Contract for General Contractor Services

Contract/Project No. RFQ 19-17326-HO

**DESCRIPTION:** To contract with a qualified general contractor to provide Drywall repair and install, Flooring repair/install, Plumbing repair, tiling work, patching, painting, and minor electrical work such as bulb and ballast replacement, and receptacle repair/replacement. The Facilities and Operations department at Jackson North Medical Center has identified various projects that require GC services. The awarded contractor shall provide hourly labor rates and material cost mark-up to establish work orders to complete projects.

**DEPARTMENT:** Jackson North Medical Center CONTACT: Heriberto Martinez PHONE: (305) 654-5228

ESTIMATED CONSTRUCTION PROJECT BUDGET COST: \$90,000.00 FUNDING SOURCE: Department Operational			
		ANALYSIS	
Commodity/Servi		Commodity/Service Opp	
Contractor Ethnicity/Race Gender Contract Value	Check Here X if this	of Previous Purchases f is a New Contract/Purc 2 <sup>nd</sup> Year	for Previous Three (3) Years chase with no Previous History  1st Year
			·
COMMENTS: T	he Trust requests Level 1 Set-Aside	Contractors will have m	ore varied experience including healthcare environment
	]	RECOMMENDATI	ONS
CSBE GOAL 100 %	BID PREFEREN	NO MI — NO MI — lysis for Goal Recommer	EASURE
Sub-Trade	Est. Cost	% of Item to base Bid	Availability
TOTAL CSBE Record TOTAL Project Bud		,000 100 % ,000 100%	
	o Martinez, Project Manager		Date: 8-5-2019