

# Memorandum



To: **Gary Hartfield, Director**  
Small Business Development Division

From: **Kevin L. Guhl, CPPB - Procurement Contracting Officer** *KG*  
Procurement Management Department– Construction Services  
Jackson Health System

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

Date: September 4, 2019

Re: RFQ 19-17438-KG –West Wing- DTC Doors Replacements

---

## **Background:**

The project scope of work will consist of replacement of eight (8) existing hollow metal door systems at West Wing & DTC Buildings, Jackson Memorial Hospital, 1611 NW 12 Avenue, Miami FL 33136. The scope is carpentry related and may be performed by a contractor which, at a minimum, holds a Building Specialties-Door Contractor license from Miami-Dade County, General Contractors may also perform this work. The estimated cost for this project is \$85,000.00.

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

Bidders shall be required to possess, at a minimum, a Building Specialties-Door Contractor license from Miami-Dade County, General Contractors may also perform this work. The Contractor must have experience with a minimum of (2) projects of a similar size, scope and complexity satisfactorily completed within the past (2) years. The contractor should have experience in a healthcare facility environment. 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 3 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:** West Wing – DTC Doors Replacement

**Contract/Project No.** RFQ 19-17438-KG

**DESCRIPTION:** To contract with a qualified contractor to provide hollow metal door frame, door, and hardware replacement services for the Public Health Trust and Jackson Health System. The West Wing Building (WW) and Diagnostic Treatment Center (DTC) at Jackson Memorial Hospital has eight (8) door openings which have been identified for replacement. The awarded contractor will remove damaged existing door systems and replace per the scope of work.

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

**ESTIMATED CONSTRUCTION PROJECT BUDGET COST:** \$85,000.00      **FUNDING SOURCE:** Department Operational

**ANALYSIS**

Commodity/Service No. 238290, 238990 NAICS      CSI: 081  
Trade/Commodity/Service Opportunities  
Building Specialties

**Contract/Project History of Previous Purchases for Previous Three (3) Years**  
**Check Here**  **if this is a New Contract/Purchase with no Previous History**

	<u>Existing</u>	<u>2<sup>nd</sup> Year</u>	<u>1<sup>st</sup> Year</u>
Contractor	_____	_____	_____
Ethnicity/Race	_____	_____	_____
Gender	_____	_____	_____
Contract Value	_____	_____	_____

COMMENTS: The Trust requests Set-Aside. More than (3) Contractors available under the commodity code(s).

**RECOMMENDATIONS**

CSBE GOAL      BID PREFERENCE      NO MEASURE  
100 %      N/A      \_\_\_\_\_

Analysis for Goal Recommendation

<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to base Bid</u>	<u>Availability</u>
<u>Door Contractor</u>	<u>\$85,000</u>	<u>100 %</u>	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<u>TOTAL CSBE Recommendation</u>	<u>\$85,000</u>	<u>100 %</u>	_____
<u>TOTAL Project Budget</u>	<u>\$85,000</u>	<u>100%</u>	_____

Basis for Recommendation: More than three SBE-Cons contractors available

\_\_\_\_\_  
Jaime Cruz, Director

\_\_\_\_\_  
Date: 9-4-2019