

# Memorandum



**Date:** October 23, 2017

**To:** **Laurie Johnson**  
SBD Section Chief, Internal Service Department  
Small Business Department

**From:** Carolyn Francis-Royer, PCO, Public Housing and  
Community Development

**Subject:** Review Committee - Notification Only for Federally Funded **Emergency Roof  
and other water intrusion repairs due to Hurricane Irma.**

## SENT VIA EMAIL

PHCD respectfully requests that the following **federally funded** item be submitted to the Review Committee (RC) for **information purposes only** for **Emergency Roof and other water intrusion repairs due to Hurricane Irma, at the following addresses: 1245 NW 24<sup>th</sup> St; 1309 NW 24<sup>th</sup> St; 1313 NW 24<sup>th</sup> St; 1920 NW 24<sup>th</sup> St; 2072 NW 24<sup>th</sup> St; 2097 NW 24<sup>th</sup> St; 2355 NW 21<sup>st</sup> Ave; 2411 NW 21<sup>st</sup> Ave.**

Project RPQ 17211

Thank you for your assistance, I can be reached at (786) 469-2250 Email:

[carolfr@miamidade.gov](mailto:carolfr@miamidade.gov) .

CC: Gary Hartfield, SBD Director

**ANALYSIS FOR CSBE GOAL RECOMMENDATION**

**PROJECT TITLE:** Emergency Roof and other water intrusion repairs due to Hurricane Irma

**PROJECT NUMBER:** RPQ 17211

**DEPARTMENT:** PHCD

**ESTIMATED COST OF CONSTRUCTION:** \$46,400.00

**FUNDING SOURCE:** Federal-US HUD

**DESCRIPTION OF PROJECT:** Emergency Roof and other water intrusion repairs due to Hurricane Irma, at the following addresses: 1245 NW 24<sup>th</sup> St; 1309 NW 24<sup>th</sup> St; 1313 NW 24<sup>th</sup> St; 1920 NW 24<sup>th</sup> St; 2072 NW 24<sup>th</sup> St; 2097 NW 24<sup>th</sup> St; 2355 NW 21<sup>st</sup> Ave; 2411 NW 21<sup>st</sup> Ave.

**TOTAL CONSTRUCTION** \$46,400.00

Carolyn Francis-Royer, PHCD Procurement Contracting Officer

10/23/2017  
Date Submitted to DBD

**DEPARTMENT INPUT**  
**CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Check applicable Ordinance(s): ☐ 90-143 Responsible Wage and Benefits ☐ 03-237 (formerly 03-1) Community Workforce Program

**PROJECT INFORMATION**    See attachment ☐

**Contract/Project/\*Work Order No.:** RPO 17211 MCC 7360 Plan CICC 7360-0/08 \*Reference corresponding project number when submitting a work order

**Contract/Project Title:** **Emergency Roof and other water intrusion repairs due to Hurricane Irma.**

**Description/Scope of Work:** Description of the Work (Project):

**Emergency Roof, windows and other water intrusion repairs due to Hurricane Irma**

**Approximate Construction Budget for this project is: \$ 46,400.00**

**Estimated Cost:** \$46,400.00

**Funding Source:** US HUD

**Location of Project:** 1245 NW 24<sup>th</sup> St; 1309 NW 24<sup>th</sup> St; 1313 NW 24<sup>th</sup> St; 1920 NW 24<sup>th</sup> St; 2072 NW 24<sup>th</sup> St; 2097 NW 24<sup>th</sup> St; 2355 NW 21<sup>st</sup> Ave; 2411 NW 21<sup>st</sup> Ave.

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP)**    See attachment ☐

Engineer/Department or Agency's estimated required workforce for Project ☐ Work Order ☐:

Trade/Skills Required	Est. # of workforce required per trade	Est. # of total days to complete job 150
Roof and window repairs		<b>10 day</b>

Comments: \_\_\_\_\_  
\_\_\_\_\_

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE)**    See attachment ☐

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
<b>n/a</b>			

**RECOMMENDATION**

**Set-Aside:** Level 1 ☐ Level 2 ☐ Level 3 ☐ Trade Set-Aside ☐ Sub-Contractor Goal ☐ Workforce Goal ☐ No Measure ☒

**Basis for Recommendation:** PHCD respectfully requests that the following federally funded item be submitted to the Review Committee (RC) for information purposes only for Emergency roof and other water intrusion repairs at various locations.

**Date submitted to DBD:** 10/23/17

**Contact Person:** Carolyn Francis-Royer

**Telephone No.:** 786-469-2250