

Memorandum



Date: 01/19/2021

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

From: Daniel Joseph, Project Manager *Daniel Joseph*

Subject: Review Committee:
PHCD Vacant Unit Preparations - 2021

SENT VIA EMAIL

PHCD respectfully requests that the following **federally funded** item be submitted to the Review Committee (RC) for **information purposes only**

Project RPQ 57925

Thank you for your assistance, I can be reached at 786-469-4309

Email: josephd@miamidade.gov

CC: Gary Hartfield, SBD Director

ANALYSIS FOR CSBE GOAL RECOMMENDATION

PROJECT TITLE:	DESCRIPTION OF PROJECT: PHCD
	Vacant Unit Preparations - 2021
PROJECT NUMBER:	57925
DEPARTMENT:	PHCD
ESTIMATED COST OF CONSTRUCTION:	\$1,800,000.00
FUNDING SOURCE:	Federal- US HUD

TASK DESCRIPTION:

General Description of the Work (Project): PHCD manages approximately 9,000 units throughout **Miami-Dade County** in three geographic areas: **North Region**, **Central Region**, and **South Region**. The purpose of this **Contract** is to prepare selected vacant units throughout **PHCD** for occupancy. Vendor will be bidding to complete (**Move-In Ready**) vacant units, varying from 0br, 1br, 2br, 3br, 4br, & 5br. The locations are attached at the **Form Of Bid Section** of the **Bid packet**.

Work shall be done in an expedited manner. Work duration will be 90 calendar days to complete all vacant unit's repairs. Contractors must have the labor force capacity to complete the project timely.

Contractor shall supply all necessary labor, materials, services and equipment for the total completion of the work and shall provide all documents to obtain the required permit/inspection fees (when necessary) in accordance with **Building Codes**. The Contractor shall be responsible for all job tasks associated with the successful completion of the stated scope of work. Tasks, clean-up, and removal of all items not specifically indicated in the scope of work, but which are required for completion of the scope of work, shall be included without additional cost to **PHCD**. The Contractor shall arrange for his/her own storage facility.

ESTIMATED UNITS CSBE: N/A
ESTIMATED CSBE COSTS: N/A
QUANTITY COST CSBE: N/A

TOTAL CONSTRUCTION: \$1,800,000.00



Daniel Joseph-Project Manager, PHCD

Date Submitted to SBD

01/19/2021

DEPARTMENT INPUT
CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Check applicable Ordinance(s): ☒ Maintenance Wages ☐ 03-237 (formerly 03-1) Community Workforce Program

PROJECT INFORMATION See attachment ☐

Contract/Project/*Work Order No.: RPQ. 57925 - PHCD Vacant Unit Preparations - 2021 *Reference corresponding project number when submitting a work order

Contract/Project Title: MCC 7360 Plan-CICC7360-0/08

Description/Scope of Work: Vacant Unit Preparations for multiple construction trades to several PHCD **Buildings** within the North, South, & Central area in PHCD varying from 0 to 5 bedroom units.

Approximate Construction Budget for this project is: Estimated
Cost: \$1,800,000.00 Funding Source: US HUD - 100% Federally Funded

Location of Project: Various locations within PHCD's Portfolio

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP)



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
Carpentry, Plumber, Plaster, Paint, Electrical,	<i>15-20 workers per trade</i>		<i>90 calendar days</i>

Comments: _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment ☐

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability

RECOMMENDATION

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

Basis for Recommendation: No measure - US HUD 100% Federally Funded

Date submitted to DBD: 1/19/2021

Contact Person: Daniel Joseph

Telephone No.: 786-469-4309