

Memorandum 

**Date:** 03/09/2021

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

**From:** Daniel Joseph, Project Manager *Daniel Joseph*

**Subject:** Review Committee:  
PHCD ANNIE CQLEMAN 014  
VACANT UNIT SECURITY /  
BQARD UP - RPQ 60440

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 60440

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

Email: [josephd@miamidade.gov](mailto:josephd@miamidade.gov)

CC: Gary Hartfield, SBD Director

**ANALYSIS FOR CSBE GOAL RECOMMENDATION**

<b>PROJECT TITLE:</b>	<b>DESCRIPTION OF PROJECT: PHCD</b>
	<b>ANNIE COLEMAN 014 VACANT UNIT</b>
<b>PROJECT NUMBER:</b>	<b>SECURITY / BOARD UP</b>
<b>DEPARTMENT:</b>	60440
<b>ESTIMATED COST OF CONSTRUCTION:</b>	PHCD
	\$330,000.00
<b>FUNDING SOURCE:</b>	Federal- US HUD

**TASK DESCRIPTION:**

**General Description of the Work (Project):** For the **Board up** of vacant units at **Annie Coleman 014** - (160 units) - Units are to boarded up utilizing the **US HUD** methods of **Board up** - this is an time sensitive project, all permits and inspection fees must be included in final pricing.

Work shall be done in an expedited manner. Work duration will be 60 calendar days to complete all vacant unit board ups. 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: \$330,000,00**



Daniel Joseph-Project Manager, PHCD

Date Submitted to SBD

03/09/2021

**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.:** RPO. 60440 - PHCD Annie Coleman 014 Securing & Board Up \*Reference corresponding project number when submitting a work order

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

**Description/Scope of Work:** For the Securing and Board up of 160 vacant units at Annie Coleman 014 varying from 0 to 5 bedroom units.

**Approximate Construction Budget for this project is:** Estimated Cost: \$330,000.00    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
<b>Carpentry, Laborer</b>			<b>60 calendar days</b>

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

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**Date submitted to DBD:**3/09/2021

**Contact Person:** Daniel Joseph

**Telephone No.:** 786-469-4309