

# Memorandum



**Date:** March 3, 2017

**To:** Laurie Johnson  
SBD Section Chief  
Small Business Development  
Internal Services Department

**From:** Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP  
Manager, Contracts Administration Section  
Design and Construction Services Division  
Internal Services Department

**Subject:** Notice of Construction Contract - ISD Project No. Z00051 GOB ESP, ISD Contract No. Z00051-TWR, Joseph Caleb Center (JCC) Atrium Refurbishment and Facility Improvements

## **RECOMMENDATION**

The Design and Construction Services Division of the Internal Services Department (ISD) is requesting that the subject project be reviewed by your office, and that measures for Small Business Enterprise-Construction (SBE-Cons), SBE Goods and Services (SBE-G&S), and Community Workforce Program (CWP) be established. Our office will proceed with the advertisement and subsequent bidding of the construction contract upon receiving said measures.

## **BACKGROUND**

The work consists of the remodeling of portions of the 1<sup>st</sup> and 2<sup>nd</sup> floors of the existing Joseph Caleb Center office building and atrium space. It also includes remodeling of the main entrance to the building, a new parking lot, and a new elevator, stairs, parking, and driving area for judges. The scope of work includes, but is not limited to, the following: site clearing and earthwork; landscape and lawn irrigation system; storm sewer systems; asphalt, concrete, and unit paving systems; cast in place concrete, concrete masonry unit, and precast structural concrete systems; structural steel and metal fabrications; pipe rails and railings; building insulation; thermal moisture protection and modified bitumen roofing system and roofing insulation; steel doors and frames; aluminum windows and storefront systems; custom millwork; door hardware; building security products and systems; gypsum board assemblies; Portland cement plaster; ceramic and porcelain tiles; acoustical panel ceilings; resilient, resinous, and carpet flooring; painting; fire suppression sprinkler system; electrical systems; HVAC systems; plumbing systems; fire alarm systems; and conveyance systems. **ISD recommends that a 19.68% SBE-Construction goal and a 2.00% SBE-Goods & Services goal be established for this contract.**

For further details, please see Departmental Input Construction Contract/Project Measure Analysis and Recommendation (attached). If additional information is required, please contact Edgar Lugo, via email at [LugoE@miamidadecounty.gov](mailto:LugoE@miamidadecounty.gov), or via phone at (305) 375-4640.

cc: Tara C. Smith, Director, ISD  
Theresa Therilus, Assistant Director, ISD  
Asael Marrero, AIA, Division Director, ISD  
Humberto J. Contreras, Manager, ISD  
Edgar Lugo, CM2, ISD  
Eddy Etienne, SBD, ISD  
Project File

**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**

**Contract/Project No.:**            **Z00051-TWR**

**Contract/Project Title:**        **Joseph Caleb Center (JCC) Atrium Refurbishment and Facility Renovations**

**Description/Scope of Work:** The work consists of the remodeling of portions of the 1<sup>st</sup> and 2<sup>nd</sup> floors of the existing Joseph Caleb Center office building and atrium space. It also includes remodeling of the main entrance to the building, a new parking lot, and a new elevator, stairs, parking, and driving area for judges. The scope of work includes, but is not limited to, the following: site clearing and earthwork; landscape and lawn irrigation system; storm sewer systems; asphalt, concrete, and unit paving systems; cast in place concrete, concrete masonry unit, and precast structural concrete systems; structural steel and metal fabrications; pipe rails and railings; building insulation; thermal moisture protection and modified bitumen roofing system and roofing insulation; steel doors and frames; aluminum windows and storefront systems; custom millwork; door hardware; building security products and systems; gypsum board assemblies; Portland cement plaster; ceramic and porcelain tiles; acoustical panel ceilings; resilient, resinous, and carpet flooring; painting; fire suppression sprinkler system; electrical systems; HVAC systems; plumbing systems; fire alarm systems; and conveyance systems.

**Estimated Cost:**            **\$8,507,000**

**Funding Source:** **GOB Series L**

**Location of Project:**    **5400 NW 22<sup>nd</sup> Avenue, Miami, FL 33142**

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP)**

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

Trade/Skills Required	Est. # of workforce-hours required per trade	Est. # of total days to complete job
01. General Requirements	<b>5,844</b>	<b>660</b>
02. Site Construction	<b>3,155</b>	<b>168</b>
03. Concrete	<b>1,248</b>	<b>134</b>
04. Masonry and Stone	<b>310</b>	<b>37</b>
05. Metal	<b>265</b>	<b>31</b>
06. Wood and Plastic	<b>1,400</b>	<b>114</b>
07. Thermal and Moisture Protection	<b>155</b>	<b>27</b>
08. Doors and Windows	<b>1,554</b>	<b>166</b>
09. Finishes	<b>2,758</b>	<b>247</b>
10. Specialties	<b>400</b>	<b>69</b>
11. Equipment	<b>120</b>	<b>16</b>
12. Furnishings	<b>0</b>	<b>0</b>
13. Special Construction	<b>0</b>	<b>0</b>
14. Conveying Systems	<b>0</b>	<b>0</b>
15. Mechanical	<b>1,530</b>	<b>134</b>
16. Electrical	<b>640</b>	<b>80</b>

Comments: N/A

## PROJECT ANALYSIS FOR GOAL RECOMMENDATION (SBE-CONS)

Sub-Trade	Estimated Cost	% of Item to Base Bid	Availability
01. General Requirements	\$1,025,944	12.06%	
02. Site Construction	\$992,767	11.67%	
03. Concrete	\$1,056,569	12.42%	
04. Masonry and Stone	\$40,834	0.48%	
05. Metal	\$62,101	0.73%	
06. Wood and Plastic	\$257,762	3.03%	
07. Thermal and Moisture Protection	\$39,132	0.46%	
<b>08. Doors and Windows</b>	<b>\$342,832.10</b>	<b>4.03%</b>	
09. Finishes	\$1,129,730	13.28%	
10. Specialties/Signage	\$373,457	4.39%	
11. Equipment	\$58,698	0.69%	
12. Furnishings	\$112,292	1.32%	
14. Conveying Systems	\$117,397	1.38%	
21. Fire Suppression	\$208,422	2.45%	
<b>22. Plumbing</b>	<b>\$120,799</b>	<b>1.42%</b>	
<b>23. HVAC</b>	<b>\$729,901</b>	<b>8.58%</b>	
<b>26. Electrical</b>	<b>\$480,646</b>	<b>5.65%</b>	
27. Technology	\$1,066,778	12.54%	
28. Electronic Safety and Security	\$120,799	1.33%	
<b>ESTIMATED CONSTRUCTION COST (SBE-CONS)</b>	<b>\$8,337,350</b>	<b>98.00%</b>	

Comments: N/A

### RECOMMENDATION

**Set-Aside:** Level 1 ☐ Level 2 ☐ Level 3 ☐ Trade Set-Aside ☐ Sub-Contractor Goal ☒ Workforce Goal ☐ No Measure ☐  
**Basis for Recommendation:** ISD recommends a 19.68% SBE-Cons goal be established to this contract.

## PROJECT ANALYSIS FOR GOAL RECOMMENDATION (SBE G&S)

Sub-Trade	Estimated Cost	% of Item to Base Bid	Availability
02. Security/Fencing	\$31,000	0.36%	
03. Construction Cleaning Services	\$43,900	0.52%	
05. Scheduling/Estimating	\$8,900	0.10%	
07. Temporary Utilities/Portable Toilets	\$11,000	0.13%	
12. Rental Equipment/Scaffolding	\$41,340	0.49%	
13. Trash/Storage Containers (20 ton.)	\$34,000	0.40%	
<b>ESTIMATED CONSTRUCTION COST (CBE G&amp;S)</b>	<b>\$170,140</b>	<b>2.00%</b>	
<b>ESTIMATED CONSTRUCTION COST (TOTAL)</b>	<b>\$8,507,000</b>	<b>100.00%</b>	

Comments: N/A

### RECOMMENDATION

**Set-Aside:** Level 1 ☐ Level 2 ☐ Level 3 ☐ Trade Set-Aside ☐ Sub-Contractor Goal ☒ Workforce Goal ☐ No Measure ☐  
**Basis for Recommendation:** ISD recommends a 2.00% SBE-G&S goal be established to this contract.

## **MINIMUM REQUIREMENTS/QUALIFICATIONS FOR THE SELECTED CONTRACTOR**

The Prime Contractor shall employ experienced full-time Key individual Personnel(s) as Construction Manager (CM) and/or Project Manager (PM) who can demonstrate verifiable CM/PM qualifications and experience with the successful construction through completion of one (1) multilevel courthouse-type facility of approximately 20,000 square feet in usable area, including a minimum of two (2) courtrooms and one (1) hearing room, and located within an urban environment within the past ten (10) years. The CM/PM must at all times, from the bid opening date through the completion of the project, be a full time employee of the Prime Contractor. If the CM/PM assigned to the construction contract to comply with any of the afore-mentioned requirements leaves the Prime Contractor's employment at any point during the term of the construction contract, the Prime Contractor is hereby bound to acquire the services of a qualified replacement CM/PM to the satisfaction of the County. Bidders must provide a list of the following proposed major subcontractors (the "Major Subcontractors"): 1) Earthwork; 2) HVAC; 3) Finishes; and 4) Exterior Improvements. The Major Subcontractors are required to demonstrate experience contracting with and managing completed projects or projects undergoing construction consistent with the type, size, scope, and complexity of this project. The Prime Contractor must be a LEED®AP, or have a LEED®AP Consultant on staff during the entire construction phase, who can demonstrate experience in the LEED certification process of at least one (1) facility completed or one (1) facility under construction, which is registered with the United States Green Building Council (USGBC) to pursue a minimum of LEED-certified rating.

The Prime Contractor and all Major Subcontractors shall be required to provide a list of Example Projects that demonstrate the Firm's key individuals' ability and experience to successfully plan and complete the project. The Prime Contractor and all Major Subcontractors are required to perform their due diligence to ensure that all references submitted, is up to date information and have current contact persons names, company name, company position, phone numbers, fax numbers, e-mail addresses which are spelled and listed correctly prior to the date of submission. All documentation submitted to support these requirements will be subject to verification by County staff.

Potential bidders are required to include in their bid submissions any and all information necessary to establish their satisfaction of the minimum requirements in this section, general information regarding their companies' management and operations, financial resources, bonding capacity, payment of subcontractors, and a history of commenced and completed projects in order to support these requirements. The County shall be authorized to request from the bidder any and all information which the County may reasonably require to determine the bidder's and Major Subcontractor's compliance with this section. Failure to provide such information may be considered by the County in its determination of compliance. Upon determination of the apparent lowest responsive bidder, the County shall review further its qualifications including verification of, but not limited to, the firm's past performance, the capacity of its personnel to perform the services, available business and litigation reports, financial condition, integrity, capability, experience, and quality of services provided under other contracts. The County shall make determinations of the bidder's compliance with the requirements of this section in its sole discretion, and the County's decision shall be final.

The selected contractor shall be required, before awarding of the contract, to demonstrate to the complete satisfaction of the County that they have the necessary resources to execute the work in a satisfactory manner and within the time specified, that they have had experience of a same or similar nature; that they have past history and reference which will assure the owner of the contractor's qualifications for executing the work.

**Date submitted to SBD:** 3/3/2017  
**Contact Person:** Edgar Lugo, Project Manager, DCS, ISD  
**Telephone No.:** 305-375-4640