

## Suarez, Caesar (ISD)

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**From:** Suarez, Caesar (ISD)  
**Sent:** Tuesday, July 19, 2016 5:19 PM  
**To:** 'abhardware@bellsouth.net'; 'sales@advancedfiling.com'; 'allpoints.design@yahoo.com'; 'basil.bernard@apricotos.com'; 'arojo@bajamillworksinc.com'; 'rick@classroomoutfitters.com'; 'jeff@cms-miami.com'; 'eloise.gonzalez@cic-corp.com'; 'cosandmore@gmail.com'; 'dsgnbybf@bellsouth.net'; 'clara@designersbottega.com'; 'camaya@fandrgeneralinteriors.com'; 'faycroft@aol.com'; 'jim@gallowayofficesupply.com'; 'jeoffice@mindspring.com'; 'zac@mmpfalls.com'; 'miamibleachers@cs.com'; 'mstern@officedimensionsinc.com'; 'blanca@xpressbuy.com'; 'antonio@pemica.com'; 'bbarb8081@aol.com'; 'sales@toolplacecorp.com'; 'totalconnection06@bellsouth.net'; 'mblanco115@bellsouth.net'  
**Cc:** Johnson, Laurie (ISD); Etienne, Eddy (ISD); Martin, Marcia (ISD); Castro, Angel (ISD); Escalante, Jhonnatan (ISD); White, Lourdes (ISD); Fussell, Jacqueline (ISD); Hines, Patrick (ISD); Washington, Latoya (ISD)  
**Subject:** RE: AAA-07-19-2016-B Verification of Availability, SBE/Goods & Services  
**Attachments:** aaa-07-19-2016-b-project-package.pdf.pdf

Good Afternoon,

Project Number: **AAA-07-19-2016-B**

Project Title: **Furniture Package**

SBD is in the process of placing a small business measure on the subject project but we need your help. Please review the information below and respond accordingly, ensuring that all applicable questions are answered.

**The deadline to respond is 4:00 PM, THURSDAY, July 21, 2016.**

**AAA-07-19-2016-B will be for the one time purchase of furniture. In addition to the attached specifications, vendors are required to comply with the following additional specifications:**

- Please note that the number reflected in the "ETD" column are days so the 56 is representative of 8 weeks. This timeline is critical as vendors will be required to ensure the pieces are onsite in time for the beginning of the basketball season in early October.

**Please review the attached document and advise if your firm can provide the item(s) requested by placing a check mark next to each item in which your firm is able to provide.**

**Name of Firm:** \_\_\_\_\_ **SBE/GS Certification #:** \_\_\_\_\_

**Owner's Name:** \_\_\_\_\_ **Contact Person:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Contact #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

PLEASE REMEMBER THAT YOUR PARTICIPATION IN THE AVAILABILITY TO PROPOSE PROCESS IS VITAL IN ORDER FOR SBD TO PLACE SMALL BUSINESS MEASURES ON CONTRACTS.

Caesar Suarez

**SBD Capital Improvement Project Specialist**  
**Internal Services Department**  
**Small Business Development**  
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