

Memorandum



Date: August 28, 2013

To: Jack Osterholt, Deputy Mayor/Director
Regulatory and Economic Resources Department

From: Bill Johnson, Director
PortMiami 

Subject: Recommendation for 7360 Miscellaneous Construction Contract Services for
Asbestos Abatement Services – 1015 Administration Office – Suite 101, Contract /
Project No. M2012-018.04

Your assistance in reviewing this request and forwarding the attached recommendation to the Division of Small Business Development (SBD) for consideration is respectfully requested.

It is recommended that SBD review the attached request for Community Small Business Enterprise (CSBE) measure for this project, in order to proceed with the advertisement and subsequent bidding of the project.

Asbestos Abatement Services – 1015 Administration Office – Suite 101: The project consists of existing carpet removal to bare floor; disposal and completion of asbestos abatement at the 1015 Administration Building, first floor Suite 101; full clean air monitoring and testing report for the occupied affected contaminated areas.

The construction cost estimate for the project is \$5,259.65, which includes 10% contingency.

The CSBE goal recommendation is 0.00%.

Should you have any questions, please feel free to contact Mrs. Miriam Abreu, CPA, Assistant Port Director of Finance at (305) 347-4992.

Attachments

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.: M2012-018.04

*Reference corresponding project number when submitting a work order

Contract/Project Title: Asbestos Abatement Services - 1015 Administration Building - Suite 101

Description/Scope of Work: See Attached

Estimated Cost: \$5,259.65 Funding Source: Seaport Revenues

Location of Project (street address or beginning and ending points) i.e. 12345 NE 23rd Ct or Starts at 135 St. ends at 145 St.

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 |
|-----------------------|--|--------------------------------------|
| N/A | | |
| | | |
| | | |

Comments: _____

PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment

| Sub-Trade | Est. Cost | % of Item to Base Bid | Availability |
|-----------|-----------|-----------------------|--------------|
| N/A | | | |
| | | | |
| | | | |

RECOMMENDATION

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

Basis for Recommendation: Due to the non-availability of an Asbestos Abatement Contractor under the 7040
Miscellaneous Construction Contract

Date submitted to DBD: August 19, 2013

Contact Person: Leticia Smith, AO3

Telephone No.: (305) 347-5506

Duncombe, Kelly (RER)

From: Ramirez, Frank (Seaport)
Sent: Wednesday, August 28, 2013 2:57 PM
To: Duncombe, Kelly (RER)
Cc: Smith, Leticia (Seaport); Silva, Rita (Seaport); Simon, Nancy (Seaport); Del Castillo, Enrique (Seaport); Forhat-Diaz, Vivian (RER); Ramirez, Frank (Seaport)
Subject: Signed SBD Memo- Project No. M2012-018.04: Asbestos Abatement Services - 1015 Administration Office - Suite 101
Attachments: 2013 08 28_SBD Signed Memo_M2012-018.04.pdf

Good afternoon Kelly,

Attached please find signed SBD memo for the above ref project. Original will be sent to you tomorrow via interoffice mail. Contact us if you have any questions.

Thank you in advance,
Frank Ramirez

From: Ramirez, Frank (Seaport)
Sent: Monday, August 19, 2013 4:53 PM
To: Forhat-Diaz, Vivian (RER)
Cc: Duncombe, Kelly (RER); Smith, Leticia (Seaport); Silva, Rita (Seaport); Simon, Nancy (Seaport); Ramirez, Frank (Seaport); Del Castillo, Enrique (Seaport)
Subject: Request for SBD Review - Project No. M2012-018.04: Asbestos Abatement Services - 1015 Administration Office - Suite 101
Importance: High

Good afternoon Vivian:

Due to the non-availability of an Asbestos Abatement Contractor under the 7040 Miscellaneous Construction Contract (MCC), we will have to advertise the subject project via the 7360 MCC.

Attached for your review is the package to Small Business Development which contains:

- Memo (with scope of work)
- Cost Estimate
- Dept. Input Recommendation Form for the subject project.

If you have any questions or comments, please let me know. Your assistance in this matter is greatly appreciated.

Thank you in advance,

Frank Ramirez

Program Management Consultant

Miami-Dade County PortMiami

1007 N. America Way, Suite 311

Miami, Florida 33132

T: 305-347-5508

C: 305-609-9976

E: rfrank@miamidade.gov

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