

# Memorandum



**Date:** March 14, 2013

**To:** Mario Goderich, Assistant Director, Business Affairs  
Regulatory and Economic Resources,  
Small Business Deveopment

**From:** Milton L. Collins, Associate Director *MDC*  
Miami-Dade Aviation Dept., Minority Affairs Division

**Subject:** Recommendation Memorandum;  
Aviation Planning Consultant Services  
Project No. E13-MDAD-01

## RECOMMENDATION:

This is a request for the Small Business Development (SBD) to approve the subject project in order for the Department to proceed with approval for the **Aviation Planning Consultant Services, project No. #E13-MDAD-01**. The Minority Affairs Division staff has evaluated the subject project and recommends a **15% CBE-A/E Goal** as the contract measure. Also attached is MDADs Contract measure Analysis Worksheet findings and other supporting documents. The previous Project Worksheet is attached for further referrence.

The Term of this agreement is for five (5) years. The Contract Estimated amount is for two (2) agreements each at \$750,000.00 totaling \$1,500,000.00.

## BACKGROUND/SCOPE:

This class of work is expected to provide a wide variety of skills and capabilities to directly support the work assigned to the Miami-Dade Aviation Department's Aviation Planning Division, as it relates to aviation planning services for the Miami-Dade County airport system, which consists of the Miami International Airport (MIA), Opa-Locka Executive Airport (OPF), Kendall Tamiami Executive Airport (TMB), Homestead General Aviation Airport (X-51) and Dade-Collier Training and Transition Airport (TNT). The selected consultant(s) shall provide the following aviation planning services which may include but not limited to:

Airfield, airspace, roadway, parking studies, facility and terminal planning and programming, regional aviation planning, Aviation Layout Plan (ALP) development, preparation and support, Capital Improvement Program (CIP) development and support, Joint Automated Capital Improvement Program (JACIP) support, airspace analysis, airport zoning development, analysis, and support, operation and development of planning models, economic impact analysis, airport activity forecasting, management of planning data, planning support to airport management, individual planning project studies, feasibility analysis, benefit-cost studies, and other activities normally associated with planning at large hub commercial and general aviation airports.

The prime consultant and sub-consultants selected for this agreement may be restricted from proposing and selected for any future work associated with the work performed under this agreement.

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Please note that the Aviation Sr. Procurement Contracting Officer for this project is Pedro J. Betancourt.

If you have any questions or need additional information, please contact me at (305) 876-7221 or C. Corrales at (305) 876-7991.

Attachments (2)

cc: V. Clark, SBD  
L. Johnson, SBD  
M. Clark-Vincent, MDAD  
J. Ramos, MDAD  
P. Betancourt, MDAD  
V. Walters, SBD  
C. Corrales, MDAD  
Project File

**MDAD's CONTRACT MEASURES AND ANALYSIS WORKSHEET**

To: **Mario Goderich, Assistant Director, Business Affairs  
Regulatory and Economic resources,  
Department of Business Development**

From: **Milton L. Collins, Associate Director  
Minority Affairs Division  
Miami-Dade Aviation Department**



PROJECT/CONTRACT TITLE: **Aviation Planning Consultant Services**  
PROJECT/CONTRACT NUMBER: **E13-MDAD-01**  
DEPARTMENT: **Miami Dade Aviation Department**  
ESTIMATED PROJECT COST: **Two (2) Agreements; each \$750,000.00  
For a total of \$1,500,000.00**  
FUNDING SOURCE: **Operating Budget**

**DESCRIPTION OF PROJECT/BID:**

This class of work is expected to provide a wide variety of skills and capabilities to directly support the work assigned to the Miami-Dade Aviation Department's Aviation Planning Division, as it relates to aviation planning services for the Miami-Dade County airport system, which consists of the Miami International Airport (MIA), Opa-Locka Executive Airport (OPF), Kendall Tamiami Executive Airport (TMB), Homestead General Aviation Airport (X-51) and Dade-Collier Training and Transition Airport (TNT).

**CONTRACT MEASURES RECOMMENDATION:**

Trade Set-Aside \_\_\_\_\_ Bid Preference \_\_\_\_\_ Subcontractor Goal  X   
Project Goal \_\_\_\_\_ Measures \_\_\_\_\_ Selection Factor \_\_\_\_\_

**REASONS FOR RECOMMENDATION:**

Analysis of the factors contained in Ordinance 01-103 as amended and A.O. 3-32 indicates that a CBE-A/E Subcontractor Goal is appropriate for this contract.

**ANALYSIS FOR RECOMMENDATION OF A SUBCONTRACTOR GOAL:**

ESTIMATED PROJECT COST: \$1,500,000.00 (2) Agreements at \$750,000.00 ea.

TOTAL: \$1,500,000.00

**15% CBE-A/E**



CAT. NO.	SERVICE DESCRIPTION *	PRIME CONSULTANT	SUB-CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
1.00	TRANSPORTATION PLANNING			
	1.01 URBAN AREA AND REGIONAL TRANSPORTATION PLANNING			
	1.02 MASS AND RAPID TRANSIT PLANNING			
	1.03 AVIATION SYSTEMS AND AIRPORT MASTER PLANNING		5	5
	1.04 PORT AND WATERWAY SYSTEMS PLANNING			
2.00	MASS TRANSIT SYSTEMS			
	2.01 MASS TRANSIT PROGRAM (SYSTEMS) MANAGEMENT			
	2.02 MASS TRANSIT FEASIBILITY & TECHNICAL STUDIES			
	2.03 MASS TRANSIT VEHICLE & PROPULSION STUDIES			
	2.04 MASS TRANSIT CONTROLS, COMMUNICATIONS, & INFORMATION SYSTEMS			
	2.05 GENERAL QUALITY ENGINEERING			
	2.06 MASS TRANSIT SAFETY CERTIFICATION FOR SYSTEM ELEMENTS			
3.00	HIGHWAY SYSTEMS			
	3.01 SITE DEVELOPMENT AND PARKING LOT DESIGN			
	3.02 HIGHWAY DESIGN			
	3.02A TUNNEL DESIGN			
	3.03 BRIDGE DESIGN			
	3.04 TRAFFIC ENGINEERING STUDIES			
	3.05 TRAFFIC COUNTS			
	3.06 TRAFFIC CALMING			
	3.07 TRAFFIC SIGNAL TIMING			
	3.08 INTELLIGENT TRANSPORTATION SYSTEMS ANALYSIS, DESIGN, AND IMPLEMENTATION			
	3.09 SIGNING, PAVEMENT MARKING, AND CHANNELIZATION			
	3.10 LIGHTING			
	3.11 SIGNALIZATION			
	3.12 UNDERWATER ENGINEERING INSPECTION			



CAT. NO.	SERVICE DESCRIPTION *	PRIME CONSULTANT	SUB-CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
4.00	AVIATION SYSTEMS			
	4.01 ENGINEERING DESIGN		5	5
	4.02 ARCHITECTURAL DESIGN		5	5
5.00	PORT AND WATERWAY SYSTEMS			
	5.01 ENGINEERING DESIGN			
	5.02 ARCHITECTURAL DESIGN			
	5.03 CRUISE TERMINAL DESIGN			
	5.04 CRUISE TERMINAL EQUIPMENT DESIGN			
	5.05 CARGO TERMINAL DESIGN			
	5.06 CARGO TERMINAL EQUIPMENT DESIGN			
	5.07 SECURITY SYSTEMS			
	5.08 MARINE ENGINEERING DESIGN			
	5.09 ENVIRONMENTAL DESIGN			
	5.10 TRANSPORTATION SYSTEMS DESIGN			
	5.11 CONSTRUCTION MANAGEMENT			
6.00	WATER AND SANITARY SEWER SYSTEMS			
	6.01 WATER DISTRIBUTION AND SANITARY SEWAGE COLLECTION AND TRANSMISSION SYSTEMS			
	6.02 MAJOR WATER AND SANITARY SEWAGE PUMPING FACILITIES			
	6.03 WATER AND SANITARY SEWAGE TREATMENT PLANTS			
7.00	SOLID WASTE COLLECTION AND DISPOSAL SYSTEMS			
8.00	TELECOMMUNICATION SYSTEMS			
9.00	SOILS, FOUNDATIONS AND MATERIALS TESTING			
	9.01 DRILLING, SUBSURFACE INVESTIGATION AND SEISMOGRAPHIC SERVICES			
	9.02 GEOTECHNICAL AND MATERIALS ENGINEERING SERVICES			
	9.03 CONCRETE AND ASPHALT TESTING SERVICES			
	9.04 NON-DESTRUCTIVE TESTING AND INSPECTIONS			
	9.05 ROOF TESTING AND CONSULTING			



CAT. NO.	SERVICE DESCRIPTION *	PRIME CONSULTANT	SUB-CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
	9.06 MATERIALS TESTING/CONSULTING/TRAINING			
	INDUSTRIAL HYGIENE			
	ASBESTOS			
	AMBIENT AIR			
	BIO-HAZARDOUS			
	OSHA			
10.00	ENVIRONMENTAL ENGINEERING			
	10.01 STORMWATER DRAINAGE DESIGN ENGINEERING SERVICES			
	10.02 GEOLOGY SERVICES			
	10.03 BIOLOGY SERVICES			
	10.04 CHEMISTRY SERVICES			
	10.05 CONTAMINATION ASSESSMENT AND MONITORING			
	10.06 REMEDIAL ACTION PLAN DESIGN			
	10.07 REMEDIAL ACTION PLAN IMPLEMENTATION/OPERATION/MAINTENANCE			
	10.08 PATHOGEN AND CONTAINMENT RISK ANALYSIS			
	10.09 WELLFIELD, GROUNDWATER, AND SURFACE WATER PROTECTION AND MANAGEMENT			
	10.10 COASTAL PROCESSES AND OCEAN ENGINEERING			
11.00	GENERAL STRUCTURAL ENGINEERING			
12.00	GENERAL MECHANICAL ENGINEERING			
13.00	GENERAL ELECTRICAL ENGINEERING			
14.00	ARCHITECTURE			
15.00	SURVEYING AND MAPPING			
	15.01 LAND SURVEYING			
	15.02 AERIAL PHOTOGRAMMETRY			
16.00	GENERAL CIVIL ENGINEERING			
17.00	ENGINEERING CONSTRUCTION MANAGEMENT			
18.00	ARCHITECTURAL CONSTRUCTION MANAGEMENT			



CAT. NO.	SERVICE DESCRIPTION *	PRIME CONSULTANT	SUB-CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
19.00	VALUE ANALYSIS AND LIFE-CYCLE COSTING			
	19.01 TRANSPORTATION PLANNING			
	19.02 MASS TRANSIT SYSTEMS			
	19.03 HIGHWAY SYSTEMS			
	19.04 AVIATION SYSTEMS			
	19.05 PORT AND WATERWAY SYSTEMS			
	19.06 WATER AND SANITARY SYSTEMS			
	19.07 SOLID WASTE COLLECTION AND DISPOSAL SYSTEMS			
	19.08 TELECOMMUNICATION SYSTEMS			
	19.09 SOILS, FOUNDATIONS, AND MATERIALS TESTING			
	19.10 ENVIRONMENTAL ENGINEERING			
	19.11 GENERAL STRUCTURAL ENGINEERING			
	19.12 GENERAL MECHANICAL ENGINEERING			
	19.13 GENERAL ELECTRICAL ENGINEERING			
	19.14 ARCHITECTURE			
	19.15 GENERAL CIVIL ENGINEERING			
	19.16 LANDSCAPE ARCHITECTURE			
20.00	LANDSCAPE ARCHITECTURE			
21.00	LAND USE PLANNING			
22.00	ADA TITLE II CONSULTANT			
23.00	AVIATION ACOUSTICAL AND LAND USE COMPATIBILITY PLANNING			
24.00	BUILDING PRODUCT EVALUATION SERVICES			
25.00	AVIATION PLANNING CONSULTANT SERVICES	65		
26.00	CLAIMS ANALYSIS SERVICES			

\*Detailed descriptions of certification categories may be obtained from MDAD Contracts Administration.

**Walters, Vivian (RER)**

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**From:** Corrales, Caridad (Aviation) [CCORRALES@miami-airport.com]  
**Sent:** Thursday, March 14, 2013 3:39 PM  
**To:** Clark, Veronica (RER); Johnson, Laurie (RER)  
**Cc:** Ramos, Jose A. (Aviation); Betancourt, Pete J. (Aviation); Clark-Vincent, Marie (Aviation); Collins, Milton (Aviation); Walters, Vivian (RER)  
**Subject:** Recommendation Memorandum Project No. E13-MDAD-01  
**Attachments:** Scanned image from MX-M453N

Good afternoon, attached is the Recommendation Memorandum for the Aviation Planning Consultant Services, Project No. E13-MDAD-01. Please advise our office if you have questions.

Caridad "Cookie" Corrales  
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MDAD-Minority Affairs Division  
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