

Memorandum



Date: August 24, 2015

To: Gary Hartfield, Division Director
Internal Services Department, Small Business Development

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

Subject: RFQ Signage Fabrication and Installation Services
Project No. RFQ No. MDAD-15-03

RECOMMENDATION:

This is a request for the Small Business Development Division to approve the subject project in order for the Aviation Department to proceed with the **RFQ Signage Fabrication and Installation Services, Project No. MDAD-15-03**. The Minority Affairs Division has previously submitted the subject project and was approved as a CSBE No Measure due to the specialty of the work to be performed. Minority Affairs is requesting that this project be approved as recommended with **an SBE/Construction –No Measure as the Contract Measure**.

The Signage contract involves manufacturing or fabrication and installation of specialized products (signs). This is normally performed by the same vendor and services are not sourced out as a general contractor would do with construction projects. This was the premise for not applying measures for the previous contract. Minority Affairs was advised by the User Division that this measure was established due to the unique specifications common to both the existing and to this current contract (Previous Project Worksheet Attached).

The estimated project amount will be \$15,000,000.00. The total of all payments to the Contractor(s) awarded Contract(s) shall not exceed the shared amount of \$15,000,000.00. Conceptual Estimate Summary is attached.

The Term of the agreement will be for five (5) years, and will include an option to extend the term for one (1) five (5) year term at the sole discretion of MDAD.

The Community Workforce Program (CWP) will be project-order driven. The CWP would apply to those project orders where the work is longer than (30) days and over \$250,000.00.

Scope of Services: The Miami-Dade Aviation Department ("MDAD"), requires the services of no more than six (6) qualified firm(s) to provide Airport Signage, Fabrication and Installation services. The required signage, fabrication and installation work will encompass a wide variety of airport signs and related services located throughout all County Airports. Work encompassed under this contract will include removal/disposal, salvaging, relocation of existing signs fabrication of signs, obtaining permits, engineering, and installation of signs. Types of signs include internally illuminated interior and exterior signs, interior and exterior static signs, roadway signage, parking garage signage, airfield signage, Americans with Disabilities Act (ADA) signage, tactile and braille signage, regulatory signs, monument signs, identification signs, way finding elements and various other airport/transportation related signage as required by MDAD. Some signage work will require night or off-peak installation to avoid disruption of airport operations or conflict with public circulation. Services that may be required include, but are not limited to:

1. Provide custom fabricated, proprietary or generic illuminated signs in various sizes.

Internal illumination with LED, neon or fluorescent sources, stainless steel or aluminum end caps, lexan sign faces, extruded aluminum frame, double and single-sided design, hinged access panels and reverse cut vinyl graphics, electrical components and installation.

2. Provide sign mounting hardware, brackets, insertable sign displays, floor standing sign holders, banner stands, sign posts, frames, rotatable signs and other related signage and wayfinding systems in various forms and sizes, as required by MDAD.
3. Provide new LED illuminated signs and wayfinding systems as designated by MDAD. All cabinets shall be extruded aluminum and meet requirements established by MDAD. LED components shall be specified by MDAD and furnished by approved manufacturers.
4. Retrofit existing signage to include cleaning and removal of deteriorated or obsolete lighting components. Replace neon, fluorescent and LED lighting components with new LED products meeting specifications and requirements established by MDAD.
5. Provide electronic sign systems as stand-alone applications or as part of a designed sign system or feature, as specified by MDAD. This may include computerized LED displays, single-color or Red, Green, and Blue (RGB) full-color range, large format, panelized boards. Software required to operate signs shall be compatible with MDAD systems and be approved by MDAD.
6. Provide exterior pylon or monument type signs in various sizes, constructed to meet all applicable Miami-Dade County Codes. All signs shall be constructed of welded aluminum frame with interior supports and covered with 1/8" aluminum skin. Work scope may require new concrete footing and demolition/removal of existing signs, application of new graphics and installation with heavy equipment. Monument signs of varying designs based on specific project requirements, branding or tenant requirements may be substituted for generic airport sign pylons. Signs may have interior or exterior source illumination as designated by project requirements.
7. Provide roadway and traffic signs in various sizes, constructed with welded aluminum or structural steel frames, engineered truss systems and/or other FDOT approved structural support system with metal sign panels and engineering grade reflective vinyl graphics. Both, single and double faced, signs of this type are required. All design, fabrication and installation shall meet MDAD, FDOT standards and The Manual on Uniform Traffic Control Devices (MUTCD) guidelines. Installation is required in various airport locations such as over the road sign structures, right-of-ways, curbs, bridges, fences, walls, and parking structures.
8. Provide embedded plastic signs in various sizes ranging in size and utilizing various graphics techniques such as vinyl cut graphics in multi-colors, digital imaging and printing. Graphics to be sub-surface laminated between high density plastic, plexi-glass or lexan materials with edges sealed. Installation will vary, including column mounted, overhead beam mounted and wall mounted.
9. Provide custom high pressure laminate signs and graphics suitable for exterior and interior applications. Finishes will range from matte to satin and scratch-resistant textures.

10. Provide floor mounted and surface mounted directories as specified by MDAD. This may include static internally-illuminated type or digital displays as designed and planned according to MDAD standards.
11. Providing injection molded, photo polymer and similar type plaque signs for room identification. ADA (Americans with Disabilities Act) signs to include required tactile copy and braille utilizing standard international pictograms. Sizes vary from 4" x 4" to 12" x 8". Installation to be wall mounted and conform with ADA standards.
12. Provide modular sign and wayfinding system for room identification, as specified by MDAD. Installation may be included and includes wall mounting for various conditions. Must conform to ADA standards.
13. Provide single post and two post roadway ground mounted signs ranging in size, from 24" x24" to 6' x 10'. Sign faces to be specified in various sizes and thickness, with surface applied reflective vinyl, engineering grade and diamond grade vinyl copy and frangible pole mounts as per FDOT standards. Installation may include concrete footings to meet all applicable code requirements.
14. Provide stainless steel and fiberglass signage for elevator control panels at elevator core exterior and for elevator cab interior and exteriors to include custom graphics and colors as specified by MDAD. Includes installation and electrical hook-up.
15. Provide engineered or custom lighting system for signage applications.
16. Provide any other sign or sign component for Miami International Airport and/or Miami-Dade County General Aviation Airports, as may be requested by the Department.
17. Structural engineering of signs and supports, preparation of signage shop drawings, graphic layouts and signage design as may be required by specific airport projects.
18. Delivery and handling of the listed sign types, products and systems to the respective project sites at Miami International Airport or any of the Miami-Dade County General Aviation Airports.
19. Installation of any of the listed sign types or applications using best means and practices. This includes providing the necessary materials, equipment and qualified personnel to accomplish the required task within the specified time-frame and budget.
20. Obtain building permits, as required, for all sign installations. Shop drawings, engineering calculations and Professional Engineer's seal may be required.

Miami International Airport is certified ISO 14001 an environmental management system (EMS). ISO 14000 is a series of environmental management standards developed and published by the International Organization for Standardization (ISO). The ISO 14000 standards provide a guideline or framework for organizations to systematize, improve and maintain their environmental management system.

Due to potential environmental impact by Consultants and/or Contractors doing work at MIA, it is necessary to become familiar with MDAD EMS policy and procedures.

Contractor Supplier ISO 14001 Awareness Form and Contractor/Supplier General ISO Awareness Information Handout is available for review and must be completed and submitted to MDAD Project Manager prior to contract award.

The successful Signage contractors shall coordinate their installation work with other ongoing construction affecting the work areas. Signage contractor shall also coordinate delivery of all signage materials and equipment necessary for installation with MDAD. Signage contractor may be required to perform some of the work at night and may also be required to provide capability to design and/or engineer signage as may be requested under the contract. Prior to the issuance of work, MDAD will provide the awarded firm(s) with either MDAD issued specifications or may request that specifications be developed by the awarded firm(s) for the scope of work requested.

Minimum Qualifications:

- (a) The respondent must be an Electrical Contractor or Electrical Specialty Sign contractor, licensed under Florida Statutes Sec. 489 of Miami-Dade County, Chapter 10 and attach proof of such licensure to Appendix A. Failure to hold the appropriate license at the time this Qualification Statement is submitted shall render the Qualification Statement non-responsive.
- (b) The Respondent should have the capability of engineering and fabricating commercial-grade, custom, high quality signage products or systems and installing all proposed signage programs and as detailed in the RFQ.

As part of the selection process, the Owner reserves the right to conduct site visits of the signage manufacturing facilities and/or major recent installations prior to final selection and award. Findings and data obtained from these site visits will be made available to the selection committee during the selection process.

- (c) The Respondent should demonstrate ability to complete signage projects exceeding \$500,000 for other mass public transportation/airport contracts within the last 5 years.
- (d) The Respondent must have 24 hour access to one (1) bucket truck.
- (e) The Respondent should have minimum dedicated staff of (10) full-time employees **dedicated to signage design, production, manufacturing and installation functions**. Employees assigned to Airport projects must have ability to undergo required investigation process and obtain ID badges required to work on airport premises. Additional clearances will be required to access secure sterile areas in terminal and airside.
- (f) The Respondent should have a sign manufacturing facility sufficiently sized to accommodate and support the fabrication and assembly of multiple, large-scale commercial sign projects. Manufacturing equipment and sign making tools operating in the facility shall be kept up to date, well-maintained and include computerized digital processes. A detailed description of the sign manufacturing facility describing various shops by size and function, along with a list of equipment and operating software will be required in submittal package from each respondent.

If the Respondent is an individual or partnership, the individual and/or the partner, who shall be responsible for the operation of the Agreement, must have met minimum qualifications in (a) and should meet the remaining minimum qualifications in (b) through (e).

If the Respondent is a Joint Venture, then at least one (1) of the Joint Venture Partners must satisfy the minimum qualifications in (a) and should meet the remaining qualifications in (b) through (e). Respondent, whether a joint venture or otherwise, may proffer the experience of its corporate parent, sister, or subsidiary (“an affiliate company”) in meeting these minimum qualifications. However, given the unique nature of individual corporate relationships. Respondents seeking to rely on the experience of an affiliated company should be advised that the Selection Committee shall have the discretion to determine what weight, if any, it wishes to give such proffered experience on a case-by –case basis, and may base such decision on the relationship between the Respondent and the affiliate, as evidenced by whatever documentation is provided in the proposal submission or otherwise presented at the request of the Selection Committee.

The Respondent must be authorized to do business in the State of Florida by the time of award.

Respondents who are less qualified than is suggested above may be considered for award. However, such Respondents may receive fewer points or no points from the Selection Committee, or may be found non-responsible.

If you have additional questions or require additional information, please call me at 305-876-7221 or C. Corrales at 305-876-7991.

cc: L. Johnson, SBD
R. Garcia, MDAD
R. Cutie, MDAD
M. Clark-Vincent, MDAD
A. Saks, MDAD
C. Taylor, SBD
C. Corrales. MDAD

REVISED MDAD's CONTRACT MEASURES AND ANALYSIS WORKSHEET

To: Gary Hartfield, Division Director
Internal Services Department, Small Business Division

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



PROJECT/CONTRACT TITLE: Airport Signage, Fabrication and Installation Services

PROJECT/CONTRACT NUMBER: RFQ No. MDAD-15-03

DEPARTMENT: Miami Dade Aviation Department

ESTIMATED PROJECT COST: \$15,000,000.00

FUNDING SOURCE: General Operating Fund/Reserve Maintenance

DESCRIPTION OF PROJECT/BID:

The Miami-Dade Aviation Department ("MDAD"), requires the services of no more than six (6) qualified firm(s) to provide Airport Signage, Fabrication and Installation services. The required signage, fabrication and installation work will encompass a wide variety of airport signs and related services located throughout all County Airports. Work encompassed under this contract will include removal/disposal, salvaging, relocation of existing signs fabrication of signs, obtaining permits, engineering, and installation of signs. Types of signs include internally illuminated interior and exterior signs, interior and exterior static signs, roadway signage, parking garage signage, airfield signage, Americans with Disabilities Act (ADA) signage, tactile and braille signage, regulatory signs, monument signs, identification signs, way finding elements and various other airport/transportation related signage as required by MDAD. Some signage work will require night or off-peak installation to avoid disruption of airport operations or conflict with public circulation.

CONTRACT MEASURES RECOMMENDATION:

Measures: SBE-Construction Program – No Measure

REASONS FOR RECOMMENDATION:

Analysis of the factors contained in Implementing Order #3-22 indicates that an SBE-Construction is appropriate for this contract.

Signage Fabrication Installation Contract 2015
Conceptual Estimate Summary

DESCRIPTION OF ITEMS	CONCEPTUAL ESTIMATE SUMMARY	
	FUNDING SOURCE	PROJECTED COST
MAINTENANCE		
724480 Outside Contract FY2016	MDAD Operational	\$400,000
724480 Outside Contract FY2017	MDAD Operational	\$400,000
724480 Outside Contract FY2018	MDAD Operational	\$400,000
724480 Outside Contract FY2019	MDAD Operational	\$400,000
724480 Outside Contract FY2020	MDAD Operational	\$400,000
724480 Outside Contract FY2021	MDAD Operational	\$400,000
724480 Outside Contract FY2022	MDAD Operational	\$400,000
724480 Outside Contract FY2023	MDAD Operational	\$400,000
724480 Outside Contract FY2024	MDAD Operational	\$400,000
724480 Outside Contract FY2025	MDAD Operational	\$400,000
Outside Contract Total		\$4,000,000
WARRANTIES / PARTS REPLACEMENT		
Digital Signage Extended Warranties & Parts Replacement 10 yrs. x \$60,000/yr.		\$600,000
DEVELOPMENT PROJECTS		
TERMINAL & CONCOURSES		
Central Terminal Improvements	Capital Project	\$500,000
Central Terminal - Concourse "E"	Capital Project	\$500,000
Central Terminal - Concourse "F"	Capital Project	\$500,000
Central Terminal Total		\$1,500,000
CURBSIDE & GROUND TRANSPORTATION		
Curbside Signage & Airline Listings	Capital Project	\$3,000,000
ROADWAYS		
Airport Roadway Signage Infrastructure & FDOT/MUTCD Regulatory	Capital Project	\$1,200,000
PARKING		
North Parking Garage (Dolphin)	Capital Project	\$2,500,000
South Parking Garage (Flamingo)	Capital Project	\$2,000,000
Central Terminal Parking	Capital Project	\$200,000
Parking Total		\$4,700,000
TOTAL ESTIMATED CONTRACT VALUE		\$15,000,000



Dept. of Business Development
Project Worksheet

Project/Contract Title: AIRPORT SIGNAGE FABRICATION AND INSTALLATION (SIC 17) RC Date: 03/22/2006
 Project/Contract No: RFQ NO. MDAD-06-01 Funding Source: Item No: 3-01
 Department: MIAMI DADE AVIATION DEPARTMENT CIP Resubmittal Date(s):
 Estimated Cost of Project/Bid: \$23,057,000.00

Description of Project/Bid: TO ESTABLISH A CONTRACT FOR SPECIALIZED AIRPORT SIGNAGE FABRICATION AND INSTALLATION. THE CONTRACT IS FOR FOUR (4) YEARS WITH TWO ONE (1) YEAR EXTENTIONS. THE WORK INCLUDES, BUT IS NOT LIMITED TO: FABRICATION OF INTERIOR AND EXTERIOR SIGNS, INTERIOR AND EXTERIOR STATIC SIGNS, DYNAMIC VARIABLE MESSAGE SIGNS, ROADWAY SIGNAGE, PARKING GARAGE SIGNAGE, AIRFIELD SIGNAGE, DIRECTORIES, ADA (AMERICANS WITH DISABILITIES ACT) TACTILE & BRAILLE SIGNAGE, AND VARIOUS AIRPORT SIGNAGE AS REQUIRED.

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
No Measure	CSBE	
Workforce Goal	CWP	29.00%

Reasons for Recommendation

No CSBE measure has been established for this project due to insufficient availability.

An analysis of the factors contained in Section II A of Administrative Order 3-37 indicate a 29% Community Workforce Program (CWP) goal on this project is appropriate.

CWP Estimated Workforce: 46

CWP Workforce Recommendation: 13

CWP Designated Target Areas: Empowerment Zones, Enterprise Zones

Analysis for Recommendation of a Goal

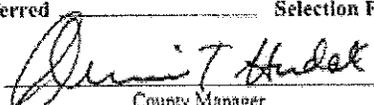
<u>Subtrade</u>	<u>Cat.</u>	<u>Estimated Value</u>	<u>% of Items to Base Bid</u>	<u>Availability</u>
	CWP	\$0.00		0
	CSBE	\$0.00		0
Total		\$0.00		

Living Wages: YES NO Highway: YES NO Heavy Construction: YES NO
 Responsible Wages: YES NO Building: YES NO

Ordinance 90-143 is applicable to all construction projects over \$100,000 that do not utilize Federal Funds

REVIEW COMMITTEE RECOMMENDATION

Tier 1 Set Aside _____
 Set Aside _____ Level 1 _____ Level 2 _____ Level 3 _____
 Trade Set Aside (MCC) _____ Goal 29% C.W.P. Bid Preference _____
 No Measure _____ Deferred _____ Selection Factor _____

 3/22/06  3/22/06
 Chairperson, Review Committee Date County Manager Date