



## Small Business Development Division Project Worksheet

Project/Contract Title: AIRLINE LIAISON OFFICE CONSULTING SERVICES  
Project/Contract No: RFQ NO. MDAD-13-03  
Department: MIAMI DADE AVIATION DEPARTMENT  
Estimated Cost of Project/Bid: \$5,250,000.00  
Funding Source: MDAD OPERATIONS  
Received Date: 03/17/2014  
Resubmittal Date(s): 10/15/2013  
02/25/2014

Description of Project/Bid: To establish a contract for a consultant to provide Airline Liaison Office (ALO) services between MDAD and the airlines through the Miami Airport Affairs Committee (MAAC). The successful respondent will provide a single point of contact for MDAD as it relates to coordination of issues with MAAC on matters with broad implications to airlines related to financial, technical, operations, and airport affairs.

### Contract Measures Recommendation

Measure	Program	Goal Percent
Goal	SBE	20.00%

### Reasons for Recommendation

This project meets all the criteria set forth in I.O. # 3-41

Attempts were made at establishing an SBE Set-Aside for this project; as such, SBE firms certified in the required Commodity Codes were polled; none responded in the affirmative satisfying the high "Airport Liaison Office" (ALO) requirements and minimum qualifications. SBD-1SD concurs with the 20% SBE Goal recommendation by MDAD, with the understanding that the minimum requirements/qualifications stipulated, are only applicable to the prime.

Commodity Code: 918-Consulting Services; 91800-Consulting Services; 91804-Accounting/Auditing/Budget Consulting; 91815-Architectural Consulting; 91817-Aviation Consulting; 91831-Construction Consulting; 91842-Engineering Consulting; 91846-Feasibility Studies (Consulting); 91849-Finance/Economics Consulting; 91875-Management Consulting

### Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
	SBE	\$1,050,000.00	20.00%	
Total		\$1,050,000.00	20.00%	

Living Wages: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.

### REVIEW RECOMMENDATION

Tier 1 Set Aside	Tier 2 Set Aside		
Set Aside	Level 1	Level 2	Level 3
Trade Set Aside (MCC)	Goal	20.00%	Bid Preference
No Measure	Deferred	Selection Factor	
CWP	County Mayor/Designee		Date