



Small Business Development Division

Project Worksheet

Project/Contract Title: Concierge Services

Received Date: 3/5/2020

Project/Contract No: EPPRFP-01383

Funding Source: Revenue Generating

Department: Aviation

Estimated Cost of Project/Bid: \$0.00

Description of Project/Bid: A Concession. Concierge Services to be provided to passengers travelling through Miami International Airport. Aviation is seeking a qualified firm to develop and provide a Concierge Service Program that will increase revenues to the Airport, maximize Passenger comfort, and enhance MIA's image as a customer-friendly global Airport. Currently, some airlines offer the Services by way of elite packages to their Passengers. However, this does not prevent Passengers from obtaining the Services from other sources.

Contract Measures Recommendation

Measure	Program	Goal Percent
Voluntary Goal	ACDBE	

Reasons for Recommendation

SERVICES:

NIGP 96178 Travel Agency Services (Inactive, please see commodity code 958=92 effective January 1, 2016), NIGP 90534 Concessions, Airport: Food, NIGP 96179 Trade Services, Facilitation, Information, Marketing, Promotion, Trade Agents and Brokers, etc.(Inactive, please see commodity code 918-21 effective January 1, 2016)

An analysis of the factors in the project package doesn't seem to generate enough revenue for a prime and ACDBE subcontract. Thus, we opted for a voluntary ACDBE participation.

Living Wages: YES NO

Highway: YES NO

Heavy Construction: YES NO

Responsible Wages: YES NO

Building: YES NO

SBD Director

3-5-20

Date