

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New Contract OTR Sole Source Bid Waiver Emergency
 Re-Bid Other

Previous Contract/Project No.
 RFQ No. MDAD-13-01

LIVING WAGE APPLIES: YES NO

Requisition No./Project No.:

RFP-01146

TERM OF CONTRACT

5 years

Requisition /Project Title:

AIR SERVICE DEVELOPMENT SERVICES

Description: This solicitation will establish a contract to secure new international air service to major world markets currently not linked by non-stop flights, and to pursue domestic air services development opportunities, inclusive of low cost airlines.

Issuing Department:

MDAD

Contact Person:

Chris Mangos

Phone:

(305) 876-7862

Estimate Cost:

\$875,000

GENERAL FEDERAL OTHER

Funding Source:

PROPRIETARY

ANALYSIS

Commodity Codes:

905-28

918-12

918-17

Contract/Project History of previous purchases three (3) years
 Check here if this is a new contract/purchase with no previous history.

EXISTING

2ND YEAR

3RD YEAR

Contractor:

InterVistas Consulting LLC

Small Business Enterprise:

10% SBE Goal

Contract Value:

\$750,000

Comments: N/A

Continued on another page (s): Yes No

RECOMMENDATIONS

SBE

Set-aside

Sub-contractor goal

Bid preference

Selection factor

X

Basis of recommendation:

Market Research identified vendors who can provide the required services. If competition yields any SBE vendors who meet the specified qualifications, Bid Preference is recommended.

Date sent to SBD: 01/07/2019

Signed:

Shereece George

Date returned to DPM:

2.0 SCOPE OF SERVICES

2.1 Scope

It is the County's commitment to offer customers a world-class experience, certifying MIA's renowned as a global airport of choice. The County requires the services of a Contractor to evaluate and report on the passenger and cargo traffic potential between Miami International Airport (MIA) and targeted top international and domestic markets not currently linked via non-stop service to Miami. In addition to creating jobs and providing fast and affordable transportation in a dynamic global marketplace, new air service serves as a catalyst for foreign direct investment and trade development between Miami-Dade County and other world markets. As a result, Miami-Dade County, is pursuing new non-stop air service to link major international markets with Miami-Dade, and new domestic service, inclusive of low cost carriers, to ensure affordable air transportation for business and leisure travelers.

2.2 Targeted International Route Development Destinations

The Contractor shall place emphasis on new international route development to destinations listed below to include:

ASIA

- Japan
- China
- Hong Kong
- South Korea
- Singapore
- Taiwan
- India

AFRICA

- Ethiopia
- South Africa
- Kenya
- Nigeria
- Ghana
- Senegal

EUROPE

- Belgium
- Switzerland

MIDDLE EAST/GULF

- Jordan
- UAE

This list is neither exclusive nor complete. Aviation may substitute/or add to any of the above destinations during the contract term.

2.3 Tasks and Deliverables

The Contractor shall be responsible for all aspects of the studies, including data acquisition, travel (if needed) and quality control. The project manager assigned by the Contractor shall coordinate all information requests and be the liaison between Aviation and all persons working on the studies. The Contractor shall submit (**electronically**) for review and approval by the County a draft PowerPoint report of each study conducted. Final versions will be presented to subject airline(s) detailing the findings of the study. Reports must be provided in a timely manner. All reports shall include summaries and detailed tabulations relevant to study results. During the term of the Contract, the County may request any/ all of the following task to be completed:

A. International Studies

- **Annual Air Service Development Strategy:** Prepare calendar year Air Service Development Strategy inclusive of plans for meeting and conducting presentations for new international passenger and cargo routes; new domestic service inclusive of low cost carrier engagement and recruitment, along with anticipated efforts, resources, and timeline needed to complete the tasks. Develop proposed calendar of related activities for the year inclusive of attendance at organized air service development conferences / exchanges, as well as potential airline headquarter visits.
- **International Passenger Air Route Study:** Prepare an International Passenger Air Route study from targeted new international market to MIA (as detailed in Section 2.2), inclusive of traffic forecasts, including traffic passenger and revenue forecasts, origin & destination and

behind/beyond connecting traffic flows between the two destinations, traffic potential between new market and the Latin American/Caribbean region, MIA routes and connectivity from all points in Florida and relevant benefits for intra-state connectivity, related airline alliance partners at MIA and expected synergies, where applicable, MIA prominence as American Airlines' largest international hub, evaluation of premium market passenger traffic from subject market, census data and evaluation of ethnicity population numbers and centers in Florida, carrier market share projections, suggested aircraft model and series type, load factor performance and recommended service frequencies. Produce draft study for review and approval by the County, final versions will be presented to subject airline(s).

- **Updates-International Passenger Air Route Study:** Subsequent updates to previously prepared route/carrier studies that are less than 24 months in age since originally completed. Produce draft study for review and approval by the County, final versions will be presented to subject airline(s).
- **Routes-Presentations / International Studies:** Abbreviated studies for annual World Routes Forum presentations, or equivalent. To contain all elements of New International Passenger Air Route Study minus the full passenger route forecasts. Produce draft study for review and approval by the County, final versions will be for presented to subject airline(s).
- **International Freighter Routes Studies:** Cargo Route development analysis for freighter development between new international destination and MIA. Research and identify cargo flows between the destinations, route cost and revenue analyses and behind / beyond in-transit potential. Produce draft study for review and approval by the County, final versions will be presented to subject airline(s).

B. Domestic Studies

- **Domestic Passenger Air Route Study:** Prepare new Domestic Passenger Air Route study from targeted new / established domestic market to MIA for low cost carrier or legacy domestic route development inclusive of passenger traffic forecasts, including traffic and revenue forecasts, origin & destination and connecting traffic flows, numerical and geographic depiction of MIA primary/secondary catchment areas, carrier market share projections, suggested aircraft model and series type, load factor performance, and recommended service frequencies. Produce draft study for review and approval by the County, final versions will be presented to subject airline(s).
- **Domestic Passenger Air Route Updates:** Subsequent updates to previously prepared route/carrier studies that are less than 24 months in age since originally commissioned. Produce draft study for review and approval by the County, final versions will be presented to subject airline(s).
- **Routes Presentations / Domestic Studies:** Abbreviated studies for annual World Routes Forum presentations, or equivalent. To contain all elements of New Domestic Passenger Air Route Study minus the full passenger route forecasts. Produce draft study for Aviation review and final versions for presentation to subject airline.

C. Reports / Analyses

The Contractor will provide a written and electronic (e-mail) report of analyses conducted on local, national or international activities/events that may impact air service at MIA. Reports will include relating tables, charts and images that will work to produce a better understanding of the information. Aviation may request that an oral presentation be included as part of this task.

- **Industry / Market Reports & Analyses:** Conduct analyses of local, national or international activities that may impact air service in industry at MIA. Examples may include: a Miami airline employee strike or bankruptcy; the short, medium or long term impact of an economic turndown in an air service market served from MIA; the formation or breakup of an airline alliance or entry/exit of a subject airline to/from an alliance, and associated impact(s) on the industry and/or MIA; the formation or changes to a major trade agreement between the United States and another country or region; a competitive action by another airport; and/or civil unrest, terrorist activities, war or natural disasters within a major market with service from MIA.
Provide Aviation with government and/or industry data (non-restrained), raw or formatted for use by MIA in its own projects/analyses to include latest market origin and destination (O&D) figures, multiple-year market O&D trends, premium passenger traffic between MIA and/or specific region, etc.

D. Travel

The County may require the Contractor to travel to various engagements either in company of County staff or in place of County staff. The MIA Director or designee shall be responsible for authorizing all travel. All domestic travel costs and travel-related expenses, shall adhere to Section 112.061 of the Florida Statutes as they pertain to out-of-pocket expenses, including employee lodging, transportation, per diem, and all miscellaneous cost and fees. Foreign travel shall be reimbursed at the U.S. State Department foreign per diem rates for lodging and meals. Any exceptions to these per diem rates must be requested in writing prior to travel. The Finance Department shall be responsible for distributing information regarding current reimbursement rates and the method of calculating travel time, per Administrative Order 6-1.