

**DEPARTMENTAL INPUT**  
**CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

<input checked="" type="checkbox"/> <b>New contract</b>	<input type="checkbox"/> <b>OTR</b>	<input type="checkbox"/> <b>CO</b>	<input type="checkbox"/> <b>SS</b>	<input checked="" type="checkbox"/> <b>BW</b>	<input type="checkbox"/> <b>Emergency</b>	Previous Contract/Project No.: <b>NEW</b>
<input type="checkbox"/> <b>Re-Bid</b>	<input type="checkbox"/> <b>Other</b>	LIVING WAGE APPLIES: ___ YES <input checked="" type="checkbox"/> NO				

Requisition/Project No: **ROAV1700004**                      TERM OF CONTRACT: **UPON COMPLETION**

Requisition/Project Title: **HISTORICAL EXHIBITION FOR MIA AVIATION GALLERY**

Description: **BID WAIVER PURCHASE OF UNIQUE HISTORIC MATERIALS AND INSTALLATION FOR THE INAUGURAL EXHIBITION OF THE MIAMI INTERNATIONAL AIRPORT AVIATION GALLERY**

User Department: **AVIATION**  
 Issuing Department: **ISD / PM**  
 Estimated Cost: **\$75,000**  
 Contact Person: **MAGGIE REYNALDOS; 305-375-4435; MTC@MIAMIDADE.GOV**  
 Funding Source: **PROPRIETARY REVENUE**

**ANALYSIS**

Commodity/Service No: 915-48 (GRAPHIC ARTS SERVICES (NOT PRINTING))		SIC:	
<b>Trade/Commodity/Service Opportunities</b>			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History			
	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>
Contractor:			
Small Business Enterprise:			
Contract Value:			
Comments:			
Continued on another page (s): ___ Yes <input checked="" type="checkbox"/> No			

**RECOMMENDATIONS**

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed: Maggie Reynaldos

Date to DBD: 2/17/17

Date Returned to DPM: \_\_\_\_\_

**Scope of Services**

I. Background

The Miami-Dade Aviation Department Fine Arts and Cultural Affairs Division is developing a permanent Aviation Gallery at Miami International Airport's (MIA 's) South Terminal, 4<sup>th</sup> Floor, Mezzanine. The opening exhibit highlights the history of aviation, with an emphasis on Miami and MIA. The exhibit will consist of visually appealing and educational objects, including photographs, documents, drawings, artifacts, videos, and rarities.

II. Tasks and Deliverables

- The Contractor will loan historical images, archival materials, and three-dimensional artifacts from its unique collection to MIA's Fine Arts and Cultural Affairs Division for the Aviation Gallery's inaugural exhibit.
- The Contractor will provide fabrication services for its loaned exhibit, including materials, such as plexi sheets and hardware.
- The Contractor will provide research, curation, and design services for its loaned exhibit.
- The Contractor will provide installation for its loaned exhibit, including artifact mounts and labor.
- The Contractor will provide production services, to be conducted by HistoryMiami Museum professionals, in accordance with museum standards and best practices, to ensure the safety of its loaned exhibit.
- The Contractor will complete the exhibit installation by March 23<sup>rd</sup>, 2017.
- The exhibit will conclude on March 23<sup>rd</sup>, 2020 and the Contractor's loaned exhibit will be collected by the Contractor by April 23, 2020.