

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

☒ New    ☐ OTR    ☐ Sole Source    ☐ Bid Waiver    ☐ Emergency    Previous Contract/Project No.

☐ Contract  
☐ Re-Bid    ☐ Other    LIVING WAGE APPLIES: ☐ YES    ☒ NO

Requisition No./Project No.: RQAV1700021    TERM OF CONTRACT 5 YEAR(S) WITH 5 YEAR(S) OTR

Requisition /Project Title: DAS PUBLIC SAFETY

Description:

The objective of this solicitation is to secure a contractor to ensure the peak operational performance of the Miami International Airport (MIA) In-building Public Safety Infrastructure (MIPSI) and operational needs of Miami-Dade County Aviation Department.

Issuing Department: Aviation    Contact Person: Neivy Garcia    Phone: 305-876-8482

Estimate Cost: \$500,000    GENERAL    FEDERAL    OTHER

Funding Source: Rev Gen       

**ANALYSIS**

|   |   |   |   |   |
|---|---|---|---|---|
| <b><u>Commodity Codes:</u></b>  | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;">939-72</span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> |
| Contract/Project History of previous purchases three (3) years<br>Check here <input checked="" type="checkbox"/> if this is a new contract/purchase with no previous history. |   |   |   |   |
|   | <b><u>EXISTING</u></b>  | <b><u>OTR YEARS</u></b>   | <b><u>3<sup>RD</sup> YEAR</u></b>   |   |
| <b>Contractor:</b>  | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span>       | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> |   |
| <b>Small Business Enterprise:</b>   | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span>       | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> |   |
| <b>Contract Value:</b>  | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span>       | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> |   |
| <b>Comments:</b>  | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span>       |   |   |   |
| Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO   |   |   |   |   |

**RECOMMENDATIONS**

|  |   |   |   |   |
|--|---|---|---|---|
|  | Set-aside   | Sub-contractor goal   | Bid preference  | Selection factor  |
| <b>SBE</b>   | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span>                           | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> | <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> |
| <b>Basis of recommendation:</b><br><span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span> |   |   |   |   |
| <span style="border: 1px solid black; display: inline-block; width: 100%; height: 1.2em; vertical-align: middle;"></span>                                    |   |   |   |   |
| Signed: <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;">Tiondra Wright</span>             |   | Date sent to SBD: <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;">1/25/18</span> |   |   |
|  |   | Date returned to DPM: <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>    |   |   |

**APPENDIX A  
SCOPE OF SERVICES**

***APPENDIX A – SCOPE OF SERVICES***

## **APPENDIX A SCOPE OF SERVICES**

### **A. INTRODUCTION**

The Miami International Airport Distributed Antenna System (MIA DAS), which is licensed to be managed and operated by SPRINT, is a carrier agnostic DAS for the purposes of ubiquitously distributing cellular phone signals throughout the buildings of MIA. The Miami-Dade Aviation Department, herein referred to as MDAD, manages and operates the Miami International Airport (MIA) In-building Public Safety Infrastructure (MIPSI) for reinforcement of the Public Safety Radio Signal (PSRS) within the buildings of MIA. The MIPSI is a subset of the MIA DAS. It provides MDAD the ability to re-broadcast the PSRS throughout MIA at the same level as the cell phone carrier signals, thereby mitigating signal interference issues. MDAD needs a contractor to ensure the peak operational performance of the MIPSI, in conformance with the specifications and requirements of SPRINT, and in keeping with the operational needs of MDAD and the Miami-Dade County agencies also serviced on the MIPSI. The Contractor shall perform routine maintenance, repair and/or expand the system under the direction of MDAD.

The MIPSI consists of a Head End location and approximately 85 remote equipment rooms, and is represented in Exhibit 1 of this document.

### **B. SCOPE OF SERVICES**

#### General

This document constitutes the Scope of Work ("SOW"), describing Services to be provided under this agreement. "Contractor" shall mean the vendor awarded the contract to perform this work, "MDAD" shall mean Miami Dade Aviation Department, and "MIPSI" shall mean Miami International Airport In-Building Public Safety Infrastructure.

The Contractor shall have service technicians available to respond to MDAD issues and shall provide the required service during normal business hours being Monday through Friday between the hours of 8:00 am and 5:00 pm Eastern Standard Time. The contractor shall also be available to respond to MDAD after normal business hours.

The following are the recognized holidays observed by the Contractor. The MDAD will pay the Contractor Holiday Premium rates on a time and material basis, as defined in Appendix B "Price Schedule" for the following holidays:

Labor Day, Memorial Day, July Fourth, Thanksgiving Day, Christmas Day, New Year's Day.

The Contractor shall respond within 1 hours from the initial contact with MDAD, and the Contractor or its approved subcontractor shall be present to effect repairs on site within 2 hour of initial contact. The Contractor shall commit employee's full time resolution of critical issues and prioritize all required work until the issue is resolved.

The Contractor shall have the approval of SPRINT Telecommunications to work on the MIPSI and the MIA DAS, and shall submit this approval as a substantial qualification for this bid.

Emergency Services: Upon receipt of a request from MDAD, the Contractor shall be notified to provide "emergency" services which shall include but not limited to repair and /or replacement of critical system components such as Radio Interface Units, Controllers, Conditioners, Multiplexers, Concentrators, Remote Base Stations, Combiners, antennas, coaxial feed lines, and fiber optic cables. The Contractor shall submit work proposals for such emergency services, lump sum or time and material pricing, to include itemized pricing, tasks, completion time frame, and priority levels. In some instances the Contractor may provide emergency services based upon receipt of a "Notice to Proceed" issued by MDAD and the work will be performed as a Service Order Request (SOR). The written form of the Notice to Proceed shall be provided to the Contractor on the next calendar work day. MDAD reserves the right to negotiate the work proposal with the Contractor. Any deviation to the agreed upon scope or services of the emergency services shall be communicated to MDAD, in writing, immediately upon notice.

#### Monitoring and Preventative Maintenance

Perform general preventative maintenance and comprehensive monitoring, in accordance with the processes and specifications contained herein.

##### Monitoring

Contractor will monitor the system 24 x 7 x 365 via a secured network connection to be provided by MDAD. The system will capture and distribute alarms to Contractor. Contractor will analyze and review each alarm to determine the impact of the alarm and, if required, will take the necessary steps to clear the alarm. In addition, Contractor will, at least once each business day, access MIPS I and verify that no condition exists that requires attention. If required, Contractor will take the necessary steps to remediate the condition in accordance with this SOW. Contractor will review the alarm history log since the last log-in in case error notification did not occur. For Saturday, Sunday and National Holiday logs will be reviewed on the next business day.

##### Visual Inspection

At least once each month, Contractor shall perform an on-site diagnostic check and visual verification of MIPS I in order to detect any problems with that equipment and verify alarms are not in evidence. Contractor will conduct on-site inspection of remote equipment locations and perform any housekeeping or preventive maintenance.

##### Annual RF Measurements

At least once a year, Contractor shall evaluate MIPS I using acceptable testing equipment and record designated test points to determine that the signal strength levels are within Current Design Specifications. These reports shall be furnished to MDAD as evidence the system is continuing to perform at acceptable levels. Should the test show a degradation of the system; MDAD shall be notified of the findings and be provided with a written recommendation of actions to restore the system to the Current Design Specifications.

##### Annual Verification

Contractor will perform regular preventive maintenance for MIPS I including functional diagnostics of electronics, and physical inspection of the cabling system, and modular remote cabinets. The entire MIPS I (including but not limited to fiber optic cable, coax jumpers, and remote units) shall be visually inspected annually.

At least once each year, Contractor will perform a signal power level verification under each antenna and compare the results of this annual testing against established baseline test measurements recorded and approved by MDAD during system acceptance and commissioning. Contractor shall note any anomalies and take the appropriate action to prevent system performance problems from arising as a result of said anomalies.

##### Reporting

A quarterly maintenance report shall be sent to MDAD. This report shall (a) describe the status of MIPS I at the time the report is issued, including any system changes underway, (b) note any alarms, failures or other

errors that occurred during the applicable quarter and the corrective actions, (c) list the preventive maintenance actions taken, (d) any other activity related to the operation and maintenance of MIPS I.

Once a year, the Contractor shall provide to MDAD an Operations Review Report indicating, but not limited to the following: system power level performance, all: failures, system outages (in part or total outage), upgrades to system, and power level changes.

Contractor shall maintain a current detailed inventory of spare parts that are available for MIPS I and provide the most current inventory in every quarterly maintenance report.

Contractor shall maintain a current list of MDAD contacts. This list shall include at a minimum contact name, title, address, phone (desk and cell), fax number and email address. Contractor will submit the list annually to MDAD for review and update.

#### Firmware / Software Upgrades

Contractor shall maintain all firmware and software upgrades for MIPS I so that the most current and stable firmware and software versions are utilized within the system. Any expense related to the acquisition of any hardware or software shall be borne by MDAD. Contractor shall provide a detail quote and shall seek approval from MDAD prior to performance of such upgrades.

#### Call Out Events

MDAD shall have the ability to call the Contractor and notify them of a MIPS I operational concern or suspected fault associated with the MIPS I found through MDAD's ability to monitor the MIPS I performance. Contractor shall provide all contact information for MDAD to initiate a call out. Contractor shall respond to these events using the same process outlined herein at the rates indicated in Appendix B.

### Included and Excluded Equipment

#### Monitored Equipment

The components of the MIPS I that are monitored and maintained under this SOW as follows:

- Head-End Equipment
- secondary head-end equipment
- remote units
- interconnect link equipment
- alarm platform
- MDAD supplied back-up power units (UPS) if provided
- MDAD Public Safety BDA and donor antenna
- Cables
- Couplers
- Attenuators
- Duplexers
- Loads
- Coaxial cabling between remote units, and booster units.
- Fiber and associated hardware used to link the remote units to secondary head-ends and secondary head-ends back to main head-end.

### Excluded Equipment

- Equipment racks shared by others not associated with MIPS
- AC power wiring, outlets, and associated AC power components, except to confirm that the included equipment is powered at all times
- Grounding and lightning protection devices
- Conduit, splice trays, fiber trays, and fiber boxes, and other mechanical equipment used for routing and supporting fiber
- DC power distribution wiring, and
- Telephone (PSTN) equipment and wiring, which may be connected to equipment or Ethernet line and equipment used for monitoring purposes
- Cut or damaged coaxial or fiber cable
- HVAC systems

MDAD may direct Contractor to repair the following excluded equipment items. Contractor may elect to affect repairs, or subcontract said repairs under the prevailing rates of this agreement.

- AC power wiring, outlets, and associated AC power components, except to confirm that the included equipment is powered at all times
- Grounding and lightning protection devices
- Conduit, splice trays, fiber trays, and fiber boxes, and other mechanical equipment used for routing and supporting fiber
- DC power distribution wiring, and
- Telephone (PSTN) equipment and wiring, which may be connected to equipment or Ethernet line and equipment used for monitoring purposes
- Cut or damaged coaxial or fiber cable
- MDAD's GPS antennas or any associated cabling or hardware associated with GPS antennas
- HVAC systems

### Spares

MDAD shall provide an inventory of spare components needed for the up keep of MIPS. Contractor shall be responsible for managing and maintaining the spares on site. Contractor shall provide a list of recommended spares in Appendix B which will include recommended quantities and the itemized price of each. Contractor shall only use spares for Level 2 Alarms/Outages.

Contractor shall not be responsible to provide spares not currently available without prior authorization from MDAD.

Contractor shall be responsible for managing these spares. As part of any task request that requires the use of any spare component, the Contractor shall include the replacement cost of the spare component in the request. If a fault is fixed utilizing a spare, the Contractor shall be responsible for replacing the spare with the same make and model or suitable substitute if the original is unavailable. All costs of replacing the spare shall be paid by MDAD, at the time when Contractor invoices MDAD in accordance with terms of this agreement. MDAD shall reimburse Contractor within thirty (30) days of receipt of proper invoice.

### Fault Mitigation

The following is not part of the cost of the Monitoring and Maintenance annual fee and shall be billed per a Task Request Form, and billed per Appendix B.

### Identification of Fault

MIPSI will be monitored for alarms and fault indications. When an alarm or fault occurs, Contractor will take immediate action to: analyze the impact of the alarm or fault; notify the appropriate contacts for MDAD by phone call and email; and provide a description of the impact of the alarm and estimated time to clear. Following the assessment of the alarm, Contractor will classify the alarm as a Service interrupting alarm or a non-service interrupting alarm and take the necessary steps to clear the alarm in accordance with the following fault types.

### Fault Types

Upon receipt of an alarm or fault indication as noted above, Contractor will immediately identify the implications the alarm or the fault has on services in the airport. Contractor will establish the coverage implications of the alarm by levels of severity:

- Stage 1 alarms are not service interrupting.
- Stage 2 alarms are service interrupting.

#### Stage 1 Alarms – not service interrupting alarms:

- Alarm provided by the software is such that MIPSI continues to provide coverage throughout the airport within levels of services acceptable to MDAD.
- Contractor will respond on or before the next business day to conduct onsite alarm verification, troubleshooting, and to identify the proper corrective action needed.
- Following the onsite response to the alarm, Contractor will clear the alarm or, if required, will prepare and submit, within 24 hours of site visit, the required Task Request Form identifying the cause of the fault, required corrective work; and detailed costs of repair necessary to clear the alarm.
- Contractor will schedule its crews to make the necessary repairs within two business days following receipt of all required approvals. Contractor shall make reasonable efforts to maintain sufficient inventory of spare parts with which to use for such repairs and maintenance, based on Contractor's experience and expertise.

#### Stage 2 Alarms – service interrupting alarms:

- Stage 2 alarms are service interrupting alarms that result in the interruption of service in any part of the airport that falls within the coverage area of MIPSI.
- Contractor will respond within 2 hours of a Stage 2 alarm to conduct onsite alarm verification, troubleshooting, and identify the required corrective action needed.
- Following the onsite response to the alarm, Contractor will clear the alarm or, if required, will prepare and submit to MDAD within 2 hours of its site visit the required Task Request Form identifying the cause of the fault, required corrective work; and detailed costs of repair necessary to clear the alarm.
- Contractor will provide the MDAD with the necessary repair schedule and cost. Upon MDAD's approval, Contractor will schedule its crews to make the necessary repairs immediately. Spares shall be replaced as part of this process. Contractor shall make reasonable efforts to maintain, sufficient inventory of spare parts with which to use for such repairs based on Contractor's experience and expertise.
- In the event there are no adequate spare parts, Contractor will order the necessary equipment and material, after seeking approval from MDAD, and provide to MDAD a detailed timeline for the corrective action within one business day following receipt of all required approvals. Contractor will schedule its crews to make the necessary repairs in accordance with the approved timeline and receipt of the ordered material.

### Interference

In accordance with the obligation of the MDAD to operate MIPSI in a manner that will not cause certain interference, Contractor shall take all action necessary to promptly coordinate and assist in the elimination of such interference upon notification to Contractor from MDAD or their authorized representatives that such interference is occurring. In the event the interference cannot be eliminated within a reasonable period of time (not to exceed 72 hours), MDAD may instruct Contractor to power down the equipment that is reasonably believed to be causing the

interference until the cause of interference can be resolved (subject to the Contractor's ability to temporarily power up the equipment for intermittent testing).

**Escalation Procedures**

Contractor shall identify the escalation procedure and persons to be contacted as part of this agreement.