

# Memorandum



**Date:** October 3rd, 2024

**To:** Gary Hartfield, Division Director  
Office of the Mayor  
Small Business Development

**Through:** *Andre Ragin*  
Andre Ragin, Aviation Small Business Strategic Advisor  
Minority Affairs

**From:** *Sylvia Novela*  
Sylvia Novela, Division Director  
Miami-Dade Aviation Department  
Procurement and Materials Management Division

**Subject:** Miami International Airport (MIA) design services for existing Baggage Handling Systems for South, Central, and North Terminals.  
Project No. E24AV02

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It is requested that the referenced project be reviewed for contract measures in order to proceed with the advertisement and subsequent consultant selection.

**Project:** Baggage Handling Systems

**SPD Project No.:** E24AV02

## Project

**Description:** The Miami-Dade Aviation Department is soliciting baggage handling system (BHS) design services for Miami International Airport. The project involves designing and evaluating new and existing baggage handling systems at the South, Central, and North Terminals, including replacing, repairing, and modifying existing equipment, utilities, programming, connections to existing systems, TSA, and functional testing.

Two (2) Professional Services Agreements (PSA) will be awarded under this solicitation.

**Term of Agreement:**

Five (5) years

**Contract Estimated Amount:**

\$8,270,625.00 per PSA

**Funding Source:**

Future Aviation Financing

**Technical Certification Category**

**Prime:** 4.01 Aviation Systems-Engineering Design

**Sub-consultants:** 12.00 General Mechanical Engineering  
13.00 General Electrical Engineering  
17.00 Engineering Construction Management

**Preferred  
Experience**

**and Qualification:** It is preferred that the prime consultant have a cumulative five (5) years of experience within the last twenty (20) years designing and modifying baggage systems at large hub US airports or airports with similar baggage handling systems as those existing systems at Miami International Airport.

Firms should have knowledge and familiarity with TSA Operations, Contracts, Terminology, and Equipment Testing Requirements.

**Recommended**

**SBE A/E:** SBE A&E 10%

Please advise if additional information is needed to complete this request.

Your assistance with this matter is appreciated.

c: Laurie Johnson, SBD  
Ana Finol, MDAD  
Barbara S. Jimenez, MDAD  
Sylvia Novela, MDAD  
Felix Pereira, MDAD