COMMERICAL OFF-THE SHELF SOFTWARE (COTS)
RQET1600024
INFORMATION TECHNOLOGY DEPARTMENT
INTERNAL SERVICES FUND

3/14/2016

The Information Technology Department (ITD) is requesting authorization to access a contract from the State of Maryland to purchase and maintain Commercial Off-The-Shelf (COTS) software which will provide the county with flexibility and wide range of COTS and maintenance support services.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Measure</td>
<td>SBE/GS</td>
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**Reasons for Recommendation**

An analysis of Implementing Order 3-41, as well as, an analysis of the factors contained in the project package indicates a No Measure as this is a request to access an existing State of Maryland contract.

There are six SBE-G/S firms certified in the applicable commodity code.

Commodity Code: 20554-Software, Application: Preprogrammed Software F

<table>
<thead>
<tr>
<th>Subtrade Software, Application: Preprogrammed Software F</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
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<td>SBE/G</td>
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</table>

Total

Living Wages: YES ☐ NO X

Responsible Wages: YES ☐ NO X

**REVIEW RECOMMENDATION**

**Tier 1 Set Aside**

Set Aside Level 1

Trade Set Aside (MCC) Goal

No Measure Deferred

CWP

**Tier 2 Set Aside**

Level 2 Level 3

Goal Bid Preference

Deferred Selection Factor

SBD Director 3/16/16

Living Wages and Benefits applies to all construction projects over $100,000 that do not utilize federal funds. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.