



Small Business Development Division Project Worksheet

Project/Contract Title: COMMERICAL OFF-THE SHELF SOFTWARE (COTS)
Project/Contract No: RQET1600024
Department: INFORMATION TECHNOLOGY DEPARTMENT
Estimated Cost of Project/Bid: \$4,500,000.00

Received Date: 03/14/2016

Funding Source: INTERNAL SERVICES FUND

Resubmittal Date(s):

Description of Project/Bid: 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.

Contract Measures Recommendation

Measure	Program	Goal Percent
No Measure	SBE/GS	

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

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Software, Application: Preprogrammed Software F	SBE/GS			

Total

Living Wages: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. 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.

REVIEW RECOMMENDATION

Tier 1 Set Aside _____ Tier 2 Set Aside _____
Set Aside _____ Level 1 _____ Level 2 _____ Level 3 _____
Trade Set Aside (MCC) _____ Goal _____ Bid Preference _____
No Measure _____ Deferred _____ Selection Factor _____
CWP _____

SBD Director

Date