Small Business Development Division

Project Worksheet

Project/Contract Title: REAL TIME OPEN AND CLOSED CAPTIONED STENOGRAPHY
Project/Contract No: FB-00475
Funding Source: COMMUNITY INFORMATION AND OUTREACH GENERAL FUND

Estimated Cost of Project/Bid: $249,600.00

Received Date: 05/03/2017

Description of Project/Bid:
This contract is for the purchase of real time open and closed captioned stenography for the Board of County Commissioners (BCC) meetings and other similar meetings. Miami-Dade County’s Community Information & Outreach (CIAO) manages an audio/video system located in the County’s Chambers. The captioning will be available on Miami-Dade Television’s closed circuit internal building and cable television broadcast feeds. These services benefit the hearing impaired and deaf community, as well as provide the BCC with an immediate text file of the proceedings.

Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid Preference</td>
<td>SBE/GS</td>
<td></td>
</tr>
</tbody>
</table>

Reasons for Recommendation

An analysis of the factors contained in the project package as well as an analysis of Section VIII.C. of Implementing Order 3-41 indicates a Bid Preference is appropriate for this contract. As of 5/5/17 there are two (2) certified SBE/GS firms certified in the commodity code(s) below.

Commodity Code: 91509-Audio/Video Production Services Complete; 91525-Captioned Services For The Hearing Impaired

Small Business Contract Measure Recommendation

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Living Wages:</td>
<td>YES</td>
<td>NO</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Responsible Wages:</td>
<td>YES</td>
<td>NO</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Total

Living Wages: YES [ ] NO [X]
Responsible Wages: YES [ ] NO [X]

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
Set Aside Level 1
Trade Set Aside (MCC)
No Measure
CWP

Tier 2 Set Aside
Level 2
Level 3
Goal
Bid Preference
Deferred
Selection Factor 5-8-17

SD Director Date

DBDR0090 v.20160928