Small Business Development Division
Project Worksheet

Project/Contract Title: ADOBE SOFTWARE LICENSES AND MAINTENANCE SUPPORT
Project/Contract No: FB-00714
Department: INFORMATION TECHNOLOGY DEPARTMENT
Funding Source: INTERNAL SERVICE FUNDS
Received Date: 10/05/2017

Estimated Cost of Project/Bid: $900,000.00
Resubmittal Date(s):

Description of Project/Bid: The purpose of this solicitation is to establish a contract, awarded by group, for the purchase of Adobe Software License and Maintenance Support in conjunction with the County’s needs on an as needed when needed basis. This resultant contract will be awarded on behalf of the Enterprise Technology Services Department for all County departments as the program administrator. The contract will be awarded to the authorized Adobe partner offering the lowest price for all of the following groups:

- Group 1 - Adobe Enterprise License Agreement (ETLA)
- Group 2 - Adobe Acrobat Connect Products and Related Services

### 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>
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</tbody>
</table>

### Reasons for Recommendation

An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates a Bid Preference is appropriate for this project.

There are sixteen (16) SBE Certified firms under this commodity code, however none were able to meet the project requirements.

Commodity Code: 205-Computers And Information Processing Systems

### Small Business Contract Measure Recommendation

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value to Base Bid</th>
<th>Availability</th>
</tr>
</thead>
</table>

### Tier 1 Set Aside

<table>
<thead>
<tr>
<th>Set Aside</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade Set Aside (MCC)</td>
<td>Goal</td>
<td>Bid Preference</td>
<td></td>
</tr>
<tr>
<td>No Measure</td>
<td>Deferred</td>
<td>Selection Factor</td>
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<tr>
<td>CWP</td>
<td></td>
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</tbody>
</table>

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

Tier 2 Set Aside

Date: 10-10-17

[Signature] NRD Director