**Small Business Development Division**  
*Project Worksheet*

**Project/Contract Title:** LEASE OF A HIGH VOLUME PRODUCTION PRINTER  
**Project/Contract No:** IB-00341  
**Department:** WATER AND SEWER  
**Estimated Cost of Project/Bid:** $125,000.00  
**Funding Source:** PROPRIETARY FUNDS  
**Received Date:** 02/09/2016

**Description of Project/Bid:** The purpose of this solicitation is to obtain a three (3) year lease for a high volume production printer for the Miami-Dade Water & Sewer Department (WASD) Print Shop. The production printer will be used for various print jobs including but not limited to: printed books (all types), printed forms (all types), binding, cutting paper, printing NCR/carbonless paper, note pads (50-100 sheets per pad), printing and production of contractual books, binders, etc.

### Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure Bid Preference</th>
<th>Program SBE/GS</th>
<th>Goal Percent</th>
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**Reasons for Recommendation**

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

There is one SBE-G/S firms certified in the applicable commodity code.

**Commodity Code:** 98526-Copy Machine, Plain Paper Type (Including Cost-Per-Copy Type Leases) Rental Or Lease

### Small Business Contract Measure Recommendation

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<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>Availability</th>
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**Total**

| Living Wages: | YES ☑ NO ☐ | Responsible Wages: | YES ☑ NO ☐ |

*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.

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**REVIEW RECOMMENDATION**

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<tr>
<th>Tier 1 Set Aside</th>
<th>Tier 2 Set Aside</th>
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</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>Level 2</td>
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**Trade Set Aside (MCC)**  
**No Measure**  
**CWP**

**Deferred Selection Factor**

[Signature]  
SBR Director  
2/12/16

**CWP Date**

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