



## 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

**Received Date:** 02/09/2016

**Funding Source:**  
 PROPRIETARY FUNDS

**Resubmittal Date(s):**

**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

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Bid Preference	SBE/GS	

### 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

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
<b>Total</b>				

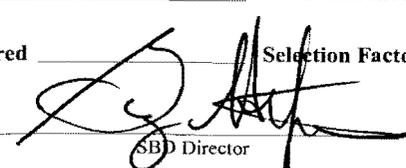
Living Wages: YES  NO

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

2/12/16  
 Date