**Small Business Development Division**

**Project Worksheet**

**Project/Contract Title:** MICROSOFT LICENSES AND SERVICES  
**Project/Contract No:** RQET1600022  
**Department:** INFORMATION TECHNOLOGY DEPARTMENT  
**Estimated Cost of Project/Bid:** $990,000.00  
**Description of Project/Bid:** This contract will be utilized by the ITD, COC, MDPD, Miami-Dade Water and Sewer Department, MDAD, and MDCR in support of their Microsoft software licensing and maintenance support needs.

**Funding Source:** INTERNAL SERVICES FUND  
**Resubmittal Date(s):**

---

### Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Measure</td>
<td>SBE/GS</td>
<td></td>
</tr>
</tbody>
</table>

---

**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 Florida contract.

**Commodity Code:** 205-Computers And Information Processing Systems; 20554-Software, Application: Preprogrammed Software F; 91829-Computer Software Consulting; 92045-Software Maintenance/Support

---

### Small Business Contract Measure Recommendation

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Category</th>
<th>Estimated Value to Base Bid</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computers And Information Processing Systems</td>
<td>SBE/GS</td>
<td></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**

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

**Selection Factor**

**SBE Director**

[Signature]

*Date*