DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☐ New  ☐ OTR  ☐ Sole Source  ☐ Bid Waiver
☐ Re-Bid  ☐ Other

Previous Contract/Project No.  RFP-00989

LIVING WAGE APPLIES:  ☐ YES  ☐ NO

Requisition No./Project No.:  RQHD1800004

TERM OF CONTRACT:  5 Years

Requisition /Project Title:  Revolving Loan Fund Administrator

Description:  It is the intention of this solicitation to obtain proposals to establish a Loan Fund Administrator to be responsible for the funds currently in the Revolving Loan Fund, as well as future funds that the BCC allocates.

Issuing Department:  ID

Contact Person:  Lindsay Collazo

Phone:  305-375-3905

Estimate Cost:  $300,000

Funding Source:  General Funds

ANALYSIS

Commodity Codes:  946-60  946-64

Contract/Project History of previous purchases three (3) years
Check here ☒ if this is a new contract/purchase with no previous history.

Contractor:

Small Business Enterprise:

Contract Value:

Comments:

Continued on another page (s):  ☐ Yes  ☐ No

RECOMMENDATIONS

SBE

Set-aside  Sub-contractor goal  Bid preference  Selection factor

Basis of recommendation:

Signed:  Lindsay Collazo  Date sent to SBD:  7/25/2018

Date returned to PMS: