**DEPARTMENTAL INPUT**

**CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

- **New** ☑
- **OTR** ☐
- **Sole Source** ☐
- **Bid Waiver** ☐
- **Emergency** ☐
- **Previous Contract/Project No.** IQ-00097

- **Contract** ☐
- **Re-Bid** ☐
- **Other** ☐

**Requisition No./Project No.** RQID1700052

**LIVING WAGE APPLIES:** ☑ YES ☐ NO

**TERM OF CONTRACT:** 5 YEAR(S) WITH NA YEAR(S) OTR

**Requisition /Project Title:** BUSINESS CARD PRINTING SERVICE

**Description:**
The purpose of this solicitation is to establish a business card printing service for the County's needs on an as needed basis. This contract will be used by various Mimi-Dade County departments.

- **Issuing Department:** ISD
- **Contact Person:** TONYA JAMES
- **Phone:** 305-375-2038

- **Estimate Cost:** $250,000.00

**ANALYSIS**

- **Commodity Codes:** 966-55

**Contract/Project History of previous purchases three (3) years**

Check here ☑ if this is a new contract/purchase with no previous history.

<table>
<thead>
<tr>
<th>Contractor:</th>
<th>EXISTING</th>
<th>2ND YEAR</th>
<th>3RD YEAR</th>
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<tbody>
<tr>
<td>Small Business Enterprise:</td>
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**Contract Value:**

- $
- $
- $

**Comments:**

**Continued on another page (s):** ☑ YES ☐ NO

**RECOMMENDATIONS**

<table>
<thead>
<tr>
<th>SBE</th>
<th>Set aside</th>
<th>Sub contractor goal</th>
<th>Bid preference</th>
<th>Selection factor</th>
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**Basis of recommendation:**

- **Signed:** Tonya James
- **Date sent to SBD:** 02/17/2017

**Date returned to DPM:**
BUSINESS CARD PRINTING SERVICE

SCOPE

The purpose of this solicitation is to establish a business card printing services contract for the County’s needs on an as needed basis. This contract will be used by various Miami-Dade County departments. This will be a sixty (60) month term contract.

RQID1700052