DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☐ New  ☐ OTR  ☐ Sole Source  ☐ Bid Waiver  ☐ Emergency
Previous Contract/Project No. FB-00544

☐ Re-Bid  ☐ Other
LIVING WAGE APPLIES: ☑ YES  ☐ NO

Requisition No./Project No. RQID1700094
TERM OF CONTRACT: 5 YEAR(S) WITH NA YEAR(S) OTR

Requisition /Project Title: MAILING SERVICES

Description:
The purpose of this solicitation is to establish a contract for the purchase of mailing services for various County Departments.

Issuing Department: ISD
Contact Person: TONYA JAMES
Phone: 305-375-2038
Estimate Cost: $2,749,000.00
Funding Source: GENERAL $2,749,000.00, FEDERAL OTHER

ANALYSIS

Commodity Codes: 915-58 915-59

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

Comments:

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

RECOMMENDATIONS

<table>
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<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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</thead>
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Basis of recommendation:

Signed: Tonya James
Date sent to SBD: 05/26/2017
Date returned to DPM: 

Revised April 2005
PURPOSE

Establish a contract for the purchase of mailing services for various Miami-Dade County Departments. The selected bidder(s) will be required to furnish all labor, equipment, supervision, transportation, and incidentals required to pick up, presort, process, and/or deliver County mail in conjunction with the County's needs on an as needed when needed basis.

TERM OF CONTRACT

FIVE (5) YEARS