Small Business Development Division
Project Worksheet

Project/Contract Title: STRATEGIC PLAN FOR MIAMI-DADE PUBLIC LIBRARY SYSTEM
Project/Contract No: RQLB1600001
Department: LIBRARY
Estimated Cost of Project/Bid: $200,000.00

Description of Project/Bid: Expedited Purchasing Program (EPP) Request for Proposal (RFP) for a strategic planning initiative that will result in a written five year strategic plan. MDPLS seeks a contractor with proven experience delivering strategic plans to large and complex library systems to develop a five (5) year strategic plan, to ensure that MDPLS’s services and resources are built around the themes that emerge from an investigation of stakeholders’ primary needs. The project will result in a final product, a polished professional marketing tool that incorporates all findings, background, and acknowledgements, as well as MDPLS-created goals, objectives, actions and outcomes.

Measure
Program
Goal Percent

Bid Preference
SBE/GS

Reasons for Recommendation
An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 341 and the Verification to Bid Process indicates a Bid Preference is appropriate for this contract due to the lack of available SBE firms.

There are seventy-four (74) SBE firms certified in the applicable category.

Commodity Code: 91875-Management Consulting

Small Business Contract Measure Recommendation

Subtrade
Cat.
Estimated Value to Base Bid
Availability

Total

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 funds. For federally funded projects, unless prohibited by federal or state law or disallowed by a government 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 ☐
CWP ☐

Selection Factor

SBD Director

Date 5/18/16