

Small Business Development Division

Project Worksheet

Project/Contract Title:	LEASE OF DIGITAL MICROFORM SCANNERS & LASER PRINTER	
Project/Contract No:	RQPE1500009	Funding Source:
Department:	INTERNAL SERVICES	PROPRIETARY
Estimated Cost of Project/Bid:	\$100,000.00	

Received Date: 01/19/2016

Description of Project/Bid: The purpose of this solicitation is to establish a contract for the Miami-Dade County Department of Regulatory and Economic Resources (RER) for the lease of five (5) digital microform scanners and five (5) laser printers.

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Bid Preference	SBE/GS	

Reasons for Recommendation

An analysis of the factors contained in the project package, as well as an analysis of Section VIII. C., of Implementing Order 3-41, indicates a Bid Preference is appropriate for this contract. There are no SBE-G & S firms certified in the applicable commodity codes.

Commodity Code: 98555-Microfiche/Microfilm Equipment And Accessory Rental Or Lease

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
<div style="text-align: right;">Total</div>				

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 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

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 / Selection Factor _____

CWP _____ *[Signature]* 1/26/10

SBD Director

Date _____