



Small Business Development Division Project Worksheet

Project/Contract Title: MARKETING, CARGO DEVELOPMENT AND TRADE PROMOTIONS
Project/Contract No: RFQ983
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: \$240,000.00

Received Date: 09/23/2013

Funding Source:
 GENERAL FUNDS

Resubmittal Date(s):

Description of Project/Bid: To establish a contract to solicit proposals for the professional services of experienced and qualified firm(s) or individual(s) to provide marketing, cargo development and trade promotion for PortMiami in four regions: 1) Peru/Chile; 2) China/Hong Kong; 3) Brazil; and 4) Caribbean. The County anticipates awarding four individual contracts (one for each group) for one year, with two, one-year options to renew, at the County's sole discretion.

Contract Measures Recommendation		
Measure	Program	Goal Percent
Selection Factor	SBE	

Reasons for Recommendation

SELECTION FACTOR

This project meets all the criteria set forth in I.O. # 3-41

The SBE firms certified in the required Commodity Codes were polled; one (1) responded in the affirmative; five responded as not able to cover the scopes of services.

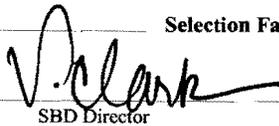
Commodity Code: 918-Consulting Services; 91849-Finance/Economics Consulting; 91858-Governmental Consulting; 91875-Management Consulting

Small Business Contract Measure Recommendation				
Subtrade	Cat.	Estimated Value	% of Items 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 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 _____	 SBD Director		9/27/13 Date