



# Small Business Development Division

## Project Worksheet

Project/Contract Title: Personnel Technician for MDCR

Received Date: 1/6/2023

Project/Contract No: EVN0000360

Funding Source: General

Department: Strategic Procurement

Estimated Cost of Project/Bid: \$239,200.00

Description of Project/Bid: An invitation to quote under FB-02057, Contract Employee Services to add and additional job classification to this contract as per Section 2.16. SPD is issuing an ITQ on behalf of MDCR to add the Personnel Technician classification to the existing contract. Section 2.16 (A) states" although this solicitation identifies specific job classifications which are needed by County user departments in conjunction with their operations, it is hereby agreed and understood that job classification(s) may be added during the term of the contract, at the option of the County. Under these circumstances, a County representative will contact all the Awarded Bidders on this contract to obtain pricing for the additional job classification(s). Any additional job classification(s) required shall be purchased in accordance with Section 2.3, Method of Award by Item Per Group. The County may also choose to acquire the additional job classification(s) through a separate solicitation."

Contract Measure		
Measure	Program	Goal Percent
Bid Preference	SBE - Services	
Reason for Recommendation		
<p>SBD reviewed this project pursuant to Implementing Order 3-41 for SBE-Service measures. Project information analyzed included the project's scope of services, estimated project cost, minimum requirements/qualifications and funding source. Additional factors included the Verification of Availability process, which included follow-up phone calls were made to determine availability and assignment of the noted measure. Sixteen (16) firms were awarded different classifications under FB-02057; four (4) of the sixteen (16) firms are SBE certified. The four (4) SBE firms which are currently awarded a job classification under FB-02057 were contacted via the Verification of Availability process; however, three (3) or more firms did not respond as being able to provide the requested services. There were nine (9) SBE firms certified in the commodity code below as of 1/26/2023. A Bid Preference is applicable to this solicitation.</p> <p>Miami-Dade County Living Wage is applicable. The goods and/or services under this solicitation fall under the covered services listed in article (F)(iv) of Sec. 2-8.9 of the Code, Living Wage Ordinance.</p> <p>The work description code assigned based on the scope is: NIGP 96269 Personnel Services, Temporary</p>		

Living Wages: YES  NO  Highway: YES  NO  Heavy Construction: YES  NO

Responsible Wages: YES  NO  Building: YES  NO

SBD Director

1-26-23  
Date