



# Small Business Development Division

## Project Worksheet

Project/Contract Title: REAL TIME OPEN AND CLOSED CAPTIONED STENOGRAPHY  
Project/Contract No: FB-00475  
Department: COMMUNITY INFORMATION AND OUTREACH GENERAL FUND  
Estimated Cost of Project/Bid: \$249,600.00

Received Date: 05/03/2017

Resubmittal Date(s):

Description of Project/Bid: This contract is for the purchase of real time open and closed captioned stenography for the Board of County Commissioners (BCC) meetings and other similar meetings. Miami-Dade County's Community Information & Outreach (CIAO) manages an audio/video system located in the County's Chambers. The captioning will be available on Miami-Dade Television's closed circuit internal building and cable television broadcast feeds. These services benefit the hearing impaired and deaf community, as well as provide the BCC with an immediate text file of the proceedings.

### 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. As of 5/5/17 there are two (2) certified SBE/GS firms certified in the commodity code(s) below.

Commodity Code: 91509-Audio/Video Production Services Complete; 91525-Captioned Services For The Hearing Impaired

### Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
<b>Total</b>				

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

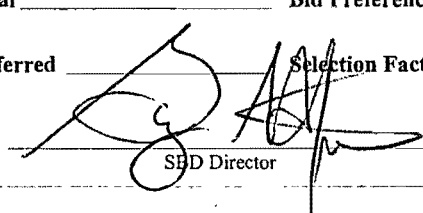
Tier 1 Set Aside \_\_\_\_\_ Tier 2 Set Aside \_\_\_\_\_

Set Aside \_\_\_\_\_ Level 1 \_\_\_\_\_ Level 2 \_\_\_\_\_ Level 3 \_\_\_\_\_

Trade Set Aside (MCC) \_\_\_\_\_ Goal \_\_\_\_\_ Bid Preference \_\_\_\_\_

No Measure \_\_\_\_\_ Deferred \_\_\_\_\_ Selection Factor \_\_\_\_\_

CWP \_\_\_\_\_

  
 SBD Director      Date: 5-8-17