DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☐ New ☐ OTR ☐ Sole Source ☐ Bid Waiver
☐ Re-Bid ☒ Other - Emergency

Previous Contract/Project No.

LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No./Project No.: **RQAD1600019**

TERM OF CONTRACT **One Time**

Requisition /Project Title: **EMERGENCY PURCHASE FOR TERRAZZO FLOORING**

Description: **Emergency purchase for terrazzo base for Animal Shelter**

Issuing Department: **ASD**

Contact Person: **Najaly Bode**

Phone: **305-357-2179**

Estimate Cost: **$ 105,506.00**

Funding Source: **General/Proprietary**

ANALYSIS

Commodity Codes: **870-90**

Contract/Project History of previous purchases three (3) years
Check here ☐ if this is a new contract/purchase with no previous history.

	EXISTING	2ND YEAR	3RD YEAR
Contractor:			
Small Business Enterprise:			
Contract Value:			

Comments:

Continued on another page (s): ☐ Yes ☐ No

RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				

Basis of recommendation:

Signed: Najaly Bode

Date sent to SBD: 5/17/19

Date returned to PMS:

Revised April 2005