



## Small Business Development Division Project Worksheet

Project/Contract Title: INOVAH CONTRACT RENEWAL  
Project/Contract No: RQET1700031  
Department: INFORMATION TECHNOLOGY DEPARTMENT  
Estimated Cost of Project/Bid: \$1,552,520.00  
Funding Source: REV GEN

Received Date: 01/31/2018

Description of Project/Bid: This initiative renews the iNovah Software maintenance & support agreement, currently used by the Clerk of Courts, Seaport and Water & Sewer Department. The contract also provides a framework for future acquisition of software and services, if needed.  
Resubmittal Date(s):

### Contract Measures Recommendation

Measure	Program	Goal Percent
No Measure	SBE/GS	

### Reasons for Recommendation

An analysis of Implementing Order 3-41, as well as, an analysis of the factors contained in the project package indicates a No Measure is appropriate as this is a Bid Waiver contract pending award to System Innovators.  
There are nine (9) certified SBE firms in the applicable commodity code.

Commodity Code: 92045-Software Maintenance/Support

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Software Maintenance/Support	SBE/GS			

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

Date