

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No.

Contract
 Re-Bid
 Other
 LIVING WAGE APPLIES: YES NO

Requisition No./Project No.:
 TERM OF CONTRACT YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title:

Description:

Issuing Department:
 Contact Person:
 Phone:

Estimate Cost:
 Funding Source:

ANALYSIS

| | | | | | |
|--|-------------------------------------|-----------------------------------|-----------------------------------|----------------------|----------------------|
| Commodity Codes: | <input type="text" value="035-45"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history. | | | | | |
| | <u>EXISTING</u> | <u>2ND YEAR</u> | <u>3RD YEAR</u> | | |
| Contractor: | <input type="text"/> | <input type="text"/> | <input type="text"/> | | |
| Small Business Enterprise: | <input type="text"/> | <input type="text"/> | <input type="text"/> | | |
| Contract Value: | \$ <input type="text"/> | \$ <input type="text"/> | \$ <input type="text"/> | | |
| Comments: | <input type="text"/> | | | | |

Continued on another page (s): YES NO

RECOMMENDATIONS

| | Set-aside | Sub-contractor goal | Bid preference | Selection factor |
|------------|----------------------|----------------------|----------------------|----------------------|
| SBE | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Basis of recommendation:

| | |
|-----------------------------------|---|
| Signed: <i>Lourdes Betancourt</i> | Date sent to SBD: <input type="text" value="06/29/2017"/> |
| | Date returned to DPM: <input type="text"/> |