

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver
 Re-Bid Other

Previous Contract/Project No. **RFP-00989**
LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: **RQHD1800004** TERM OF CONTRACT: **5 Years**

Requisition /Project Title: **Revolving Loan Fund Administrator**

Description: **It is the intention of this solicitation to obtain proposals to establish a Loan Fund Administrator to be responsible for the funds currently in the Revolving Loan Fund, as well as future funds that the BCC allocates.**

Issuing Department: **ID** Contact Person: **Lindsay Collazo** Phone: **305-375-3905**

Estimate Cost: **\$300,000** Funding Source: **General Funds**

ANALYSIS

Commodity Codes: **946-60** **946-64** _____ _____ _____

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

	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>
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: **Lindsay Collazo** Date sent to SBD: **7/25/2018**

Date returned to PMS: _____