

DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. FB-00544

Contract
 Re-Bid
 Other
 LIVING WAGE APPLIES: YES
 NO

Requisition No./Project No.: RQID1700094
 TERM OF CONTRACT 5 YEAR(S) WITH NA YEAR(S) OTR

Requisition /Project Title: MAILING SERVICES

Description: The purpose of this solicitation is to establish a contract for the purchase of mailing services for various County Departments.

Issuing Department: ISD
 Contact Person: TONYA JAMES
 Phone: 305-375-2038

Estimate Cost: \$2,749,000.00

Funding Source: GENERAL FEDERAL OTHER
2,749,000.00

ANALYSIS

Commodity Codes:	915-58	915-59		
Contract/Project History of previous purchases three (3) years Check here <input checked="" type="checkbox"/> 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): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				
Basis of recommendation: 				
Signed: Tonya James		Date sent to SBD: 05/26/2017		
		Date returned to DPM: 		

FB-00544 MAILING SERVICES – (RE-BID)

REPLACEMENT

PURPOSE

Establish a contract for the purchase of mailing services for various Miami-Dade County Departments. The selected bidder(s) will be required to furnish all labor, equipment, supervision, transportation, and incidentals required to pick up, presort, process, and/or deliver County mail in conjunction with the County's needs on an as needed when needed basis.

TERM OF CONTRACT

FIVE (5) YEARS