



## Small Business Development Division

### Project Worksheet

Project/Contract Title: Printing of Multi Part Snap Out Carbonless Forms Received Date: 3/27/2019  
Project/Contract No: RQID1900072 Funding Source: GOB  
Department: Internal Services  
Estimated Cost of Project/Bid: \$0.00

Description of Project/Bid: The purpose of this solicitation is to establish a contract for the purchase of printing multi part snap-out forms for various Miami-Dade County departments. This solicitation will also serve to establish a Prequalified Vendors (Pool) to obtain spot market quotes.

#### Contract Measures

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Set-Aside	SBE-G&S	
Bid Preference	SBE-G&S	
No Measure	SBE-G&S	

#### Reasons for Recommendation

The estimated cost for contract RQID1900072 is \$1,543,000.00 and it is for a five (5) year period.

An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates the appropriate measures as noted below for this project:

#### Groups 1-5

SBE Set-Aside shall be applied where there are three (3) or more certified firms available in the established pre-qualified pool.

Bid-Preference shall be applied when there are less than three (3) certified firms available in the established pre-qualified pool.

A No Measure will apply when the funding source is FEDERAL.

There are three (3) SBE Certified firms under this commodity codes.

NIGP 39529 Continuous Forms, Carbon Interleaved

Living Wages: YES ☐ NO ☒

Highway: YES ☐ NO ☒

Heavy Construction: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Building: YES ☐ NO ☒

  
\_\_\_\_\_  
SBD Director

4-1-19

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Date