DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

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

Contract ☐ Re-Bid ☐ Other

RTQ-00933

LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No./Project No.: **RQID2000019** TERM OF CONTRACT **1/2** YEAR(S) WITH **N/A** YEAR(S) OTR

Requisition /Project Title: **LEASING OF 3 MODULAR BUILDINGS**

Description: Leased three (3) trailers measuring 24 'x 36' from Mobile Modular in order for it to continue to be used as temporary classrooms for Headstart. Please see attached Justification for additional information.

Issuing Department: **ISD - Procurement** Contact Person: **Alonzo Joseph** Phone: **(305) 375-2774**

Estimate Cost: **$ 155,061.00**

GENERAL FEDERAL OTHER

Funding Source: **Internal Service Funds**

ANALYSIS

Commodity Codes: **975-84**

Contract/Project History of previous purchases three (3) years

Check here ☐ 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): ☐ Yes ☐ No

RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
SBE				

Basis of recommendation:

Date sent to SBD: 06/10/2020

Signed: Alonzo Joseph

Date returned to DPM:

Revised April 2005