



Small Business Development Division

Project Worksheet

Project/Contract Title: Backfile Conversion and Scanning Services and other Scanning Services
Received Date: 6/8/2020
Project/Contract No: RQID2000077
Funding Source: Proprietary Funds
Department: Various
Estimated Cost of Project/Bid: \$0.00
Description of Project/Bid: This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit backfile conversion and scanning services and other scanning services for Miami-Dade County (County). Placement in the Pool is not a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ.

Contract Measures			
Measure	Program	Goal	Percent
Set-Aside	SBE-G&S		
Bid Preference	SBE-G&S		
No Measure	SBE-G&S		

Reasons for Recommendation
<p>The estimated cost for contract RQID2000077 is \$439,000.00 and it is for a five (5) year period.</p> <p>An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates the following measures for this contract.</p> <p>A Set-Aside will apply with there are three (3) or more SBE certified firms in the prequalification pool, and a Bid Preference when there are less than three (3).</p> <p>A No measure will apply when the funding source is FEDERAL.</p> <p>There are three (3) SBE certified firms under these commodity codes.</p> <p>NIGP 92038 Optical Scanning Services</p>

Living Wages: YES NO

Highway: YES NO

Heavy Construction: YES NO

Responsible Wages: YES NO

Building: YES NO



SBD Director

6-8-20
Date