



# Small Business Development Division

## Project Worksheet

Project/Contract Title: **Holiday Decorations for Miami International Airport** Received Date: **6/21/2022**  
 Project/Contract No: **RQID2100467** Funding Source: **Other**  
 Department: **Internal Services**  
 Estimated Cost of Project/Bid: **\$615,000.00**  
 Description of Project/Bid: **This solicitation will be used to rent holiday decorations for the exterior and interior areas within Miami International Airport (MIA). The Awarded Bidder will be required to furnish, install and remove the decorations.**

### Contract Measures

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
<b>Set-Aside</b>	<b>SBE/GS</b>	
<b>Bid Preference</b>	<b>SBE/GS</b>	
<b>No Measure</b>	<b>SBE/GS</b>	

### Reasons for Recommendation

SBD reviewed this project pursuant to Implementing Order 3-41 SBE-G/S measures. Project information analyzed included the project's scope of services, estimated project cost, minimum requirements/qualifications and funding source. Additional factors did include surveys with certified firms to determine availability for Groups 1 & 2.

#### Group 1: Rental of Holiday Decorations

A SBE Set-Aside will apply.

#### Group 2: Pre-qualified Pool of Vendors for Holiday Decorations

A Set-Aside: when the value of a spot market quote is under \$250k and there are two (2) SBE firms per-qualified under this pool capable of providing the requested good(s) and/or service(s) or when the value of a spot market quote is above \$250k and there are three (3) or more certified SBE firms pre-qualified under this pool capable of providing the requested good(s) and/or service(s).  
 Bid Preference: when a Set-Aside is not applicable and the funding source allows the application of small business measures.  
 No Measure: when the funding source precludes the application of small business measures.

Each spot market quote under this solicitation must be submitted to SBD for review.

There are twenty (20) SBE certified firms under these commodity codes and three (3) of them responded as being able to meet the project requirements.

NIGP 03734 Decorations: Holiday, Party, etc., NIGP 28547 Lamps, Decorative, Household (Inactive, please see commodity code 285-48 effective January 1, 2016), NIGP 35010 Banners, Pennants, and Decorative Fans, Drapes, and Pull Downs, NIGP 96260 Party, Holiday, and Event Decorating and Planning Services, NIGP 03735 Decorative Household or Office Items, (Not Otherwise Classified)

Living Wages: YES  NO

Highway: YES  NO

Heavy Construction: YES  NO

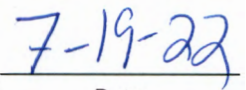
Responsible Wages: YES  NO

Building: YES  NO



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SBD Director



A handwritten date '7-19-22' in blue ink, positioned above a horizontal line.

Date