



Small Business Development Division

Project Worksheet

Project/Contract Title: Continuing Education for Auditing Professionals Received Date: 1/16/2019
Project/Contract No: RTQ-01117 Funding Source: GOB
Department: Internal Services
Estimated Cost of Project/Bid: \$200,000.00

Description of Project/Bid: This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit for Continuing Professional Education (CPE) training services for Miami-Dade County (County), as represented by the Audit and Management Services Department (AMS). Placement on the Pool is not a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout the RTQ. Vendor Submittals will be accepted throughout the term of the RTQ for placement in the Pool.

Contract Measures

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
No Measure	SBE-G&S	
Bid Preference	SBE-G&S	
Set-Aside (Up to 100K)	SBE-G&S	

Reasons for Recommendation

The estimated cost for contract RTQ-01117 is \$200,000.00 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:

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 (3) certified firms available in the established pre-qualified pool.

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

There are twenty-seven (27) SBE Certified firms under this commodity code.

Each Work Order under this Prequalification Pool must be submitted to Small Business Development (SBD) for review and application of: SBE/Goods & Services Measure.

NIGP 91838 Education and Training Consulting, NIGP 92441 Instructor-led, Classroom Training, Non-Technical

Living Wages: YES ☐ NO ☒

Highway: YES ☐ NO ☒

Heavy Construction: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Building: YES ☐ NO ☒


SBD Director

1-17-19
Date