



Small Business Development Division

Project Worksheet

Project/Contract Title: Electronic Imaging Services

Received Date: 2/11/2021

Project/Contract No: RTQ-01770

Funding Source: Various

Department: Various

Estimated Cost of Project/Bid: \$0.00

Description of Project/Bid: The purpose of this Request to Quote (RTQ) is to establish a Prequalified Pool of Vendors (Pool) that will be used to solicit electronic imaging 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 qualification as outlined throughout the RTQ.

Contract Measures		
Measure	Program	Goal Percent
Set-Aside (Up to \$100K)	SBE-G&S	
Bid Preference	SBE-G&S	
No Measure	SBE-G&S	

Reasons for Recommendation

The estimated cost for contract RTQ-01770 is \$238,000 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 following measures for this project.

A Set-Aside will apply when there are three (3) or more SBE certified firms in the prequalification pool, and a Bid Preference will apply when there are less than three (3).

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

There is one (1) SBE certified firm under this commodity code.

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Living Wages: YES NO

Highway: YES NO

Heavy Construction: YES NO

Responsible Wages: YES NO

Building: YES NO

SBD Director

2/12/21

Date