



## Small Business Development Division Project Worksheet

**Project/Contract Title:** DELINQUENT TANGIBLE PERSONAL PROPERTY ACCOUNT COLLECTION SERVICE  
**Project/Contract No:** RFP837 **Funding Source:**  
**Department:** INTERNAL SERVICES **N/A**  
**Estimated Cost of Project/Bid:** \$0.00 **Resubmittal Date(s):**  
**Description of Project/Bid:** To establish a contract for MDC Finance Dept, (on behalf of the Tax Collector Division), soliciting proposals from qualified firms, agents or attorneys with experience in providing collection services for delinquent Tangible Personal Property (TPP) taxes.

Contract Measures Recommendation		
Measure	Program	Goal Percent
No Measure	SBE	

Reasons for Recommendation
NO MEASURE - COST NUETRAL
Commodity Code: 94633-Collection Services

Analysis for Recommendation of a Goal				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
				<b>Total</b>

**Living Wages:** YES  NO   
**Responsible Wages:** YES  NO

*Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.*

REVIEW RECOMMENDATION			
Tier 1 Set Aside _____	Tier 2 Set Aside _____		
Set Aside _____	Level 1 _____	Level 2 _____	Level 3 _____
Trade Set Aside (MCC) _____	Goal _____	Bid Preference _____	
No Measure <input checked="" type="checkbox"/>	Deferred _____	Selection Factor _____	
CWP _____	 SBD Director	8/22/12 Date	