



Small Business Development Division Project Worksheet

Project/Contract Title: CONTINUING PROFESSIONAL EDUCATION FOR AUDITING PROFESSIONALS POOL
Received Date: 12/30/2013
Project/Contract No: RFQ909
Funding Source: GENERAL
Department: AUDIT & MANAGEMENT SERVICES
Resubmittal Date(s):
Estimated Cost of Project/Bid: \$250,000.00

Description of Project/Bid: The objective of this solicitation is to establish a Pool of pre-qualified firms with applicable expertise to provide continuing professional audit training services to the County's Audit and Management Service (AMS) Department. It is the County's intention, through this RFQ, to create a (closed) Pool which will consist of up to six firms. The training shall focus on performance auditing, operational audit planning & management, fraud detection and control, continuous auditing, network security issues, Information Technology (IT) auditing, report writing, audit evidence, work paper documentation and related topics, as required.

Contract Measures Recommendation		
Measure	Program	Goal Percent
Set Aside (Up To 100k)	SBE	
Selection Factor	SBE	

Reasons for Recommendation

This project meets all the criteria set forth in I.O. # 3-41.

SBE Set-Aside: Where there are three (3) or more certified SBE firms available in an established pre-qualification pool, the work order competition must be sheltered among those firms.

There are seventeen (17) SBE and Micro-SBE firms certified in the required Commodity Codes.

Commodity Code: 91838-Education And Training Consulting; 95290-Training And Instruction (For Clients, Not Staff)

Small Business Contract Measure Recommendation				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
	SBE			187
Total				

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 _____		Deferred _____	Selection Factor _____
CWP _____	SBD Director		1/8/14 Date