

**Small Business Development Division**  
*Project Worksheet*

Project/Contract Title: PRINTING OF SINGLE PARTS AND CARBONLESS FANAPART FORMS  
 Project/Contract No: RQID1300101  
 Department: CLERK OF COURTS  
 Estimated Cost of Project/Bid: \$515,000.00

Received Date: 04/09/2013

Funding Source:  
MULTIPLE SOURCES

Resubmittal Date(s):

Description of Project/Bid: The purpose of this solicitation is to establish a contract for the purchase of single part and multi part carbonless fanapart printed forms in conjunction with the County's needs on an as needed when needed basis.

**Contract Measures Recommendation**

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Bid Preference	SBE	

**Reasons for Recommendation**

BID PREFERENCE  
 This project meets all the criteria set forth in I.O. # 3-41.  
 Funding Sources: Proprietary Revenue and Stormwater Utility  
 The nine (9) SBE firms certified in the required Commodity Codes were polled; one responded in the affirmative.  
 Commodity Code: 96612-Forms, Printed (All Kinds)

**Small Business Contract Measure Recommendation**

<u>Subtrade</u>	<u>Cat.</u>	<u>Estimated Value</u>	<u>% of Items to Base Bid</u>	<u>Availability</u>
				<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**

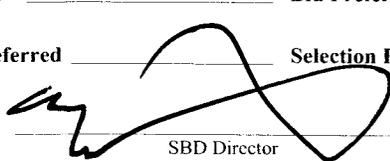
Tier 1 Set Aside \_\_\_\_\_ Tier 2 Set Aside \_\_\_\_\_

Set Aside \_\_\_\_\_ Level 1 \_\_\_\_\_ Level 2 \_\_\_\_\_ Level 3 \_\_\_\_\_

Trade Set Aside (MCC) \_\_\_\_\_ Goal \_\_\_\_\_ Bid Preference \_\_\_\_\_

No Measure \_\_\_\_\_ Deferred \_\_\_\_\_ Selection Factor \_\_\_\_\_

CWP \_\_\_\_\_

  
 SBD Director

Date **4/15/13**