

Memorandum



Date: November 27, 2017

To: Gary Hartfield, Division Director, Small Business Development Division
Internal Services Department

From: Joanne Menoher Case, Manager, PROS Contracts Administration
Parks, Recreation and Open Spaces Department *JM Case*

Subject: Marva Bannerman Park – Tennis Court Improvements – Project# 312203-17-002,
RPQ# 172248

We respectfully request that you consider our recommendation for a SBE-Cons No-Measure.

General Description of Work:

Contractor shall furnish all labor, equipment and materials required for the Resurfacing Applications to Tennis Court (2); and work as further identified in the construction documents.

Estimated Total Value: \$16,900.00

Project Criteria:

This project contains Federal Grant monies that require the following:

- Full and open competitive bidding
- No State or Local Government Geographical Preferences

An analysis of the CSBE Program Ordinance 97-52, amended and I.O 3-22 has been conducted and the Department suggests a SBE-Cons No-Measure due to the Federal requirements contained in the funding guidelines. The Department further suggests using the 7360 contract to be able to conform to Federal requirements.

Thank you in advance for your cooperation.