



## Small Business Development Division Project Worksheet

**Project/Contract Title:** GROUNDS MAINTENANCE  
**Project/Contract No:** RFQ 9743-21 (RQID1300059)  
**Department:** INTERNAL SERVICES  
**Estimated Cost of Project/Bid:** \$50,000.00  
**Description of Project/Bid:** To establish a contract to purchase emergency grounds maintenance for the Public Library System.

**Funding Source:**  
FEDERAL FUNDING

**Received Date:** 07/24/2015

**Resubmittal Date(s):**

### Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
No Measure	SBE/GS	

### Reasons for Recommendation

An analysis of Implementing Order 3-41, as well as the an analysis of the factors contained in the project package indicates a No Measure is appropriate for this project due the fact that the project is being deemed an emergency. This project was awarded in 3 Groups. Group 1 was awarded to Mitchells Lawn Maintenance Corp and Groups 2 & 3 were awarded to A Native Tree Services.

Commodity Code: 98836-Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimming, Etc.; 98852-Landscaping (Including Design, Fertilizing, Planting, Etc., But Not Grounds Maintenance Or Tree Trimming Services)

### Small Business Contract Measure Recommendation

Subtrade	Cat. SBE/GS	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 _____	Deferred _____	Selection Factor _____	
CWP _____	 SBD Director		8/3/15 Date