



# Small Business Development Division Project Worksheet

**Project/Contract Title:** GROUNDS MAINTENANCE SERVICE FOR ROADWAYS FOR ZONES G  
**Project/Contract No:** 9743-26 (9743-0/23)  
**Department:** INTERNAL SERVICES  
**Estimated Cost of Project/Bid:** \$110,000.00  
**Description of Project/Bid:** To establish a contract to purchase scheduled grounds maintenance for the County's roadways, Zone G.

**Received Date:** 08/02/2016

**Funding Source:**  
GENERAL

**Resubmittal Date(s):**

## Contract Measures Recommendation

Measure	Program	Goal Percent
Set Aside Tier 2	SBE/GS	100.00%

## Reasons for Recommendation

An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 and the Verification to Bid process indicates a SBE-GS Set Aside is appropriate for this project. Verifications of Availability to Bid Letters were sent to the thirty (30) firms certified SBE/GS firms in the required Commodity Codes and twelve (12) responded as being able to meet the project's requirements.

Commodity Code: 98832-Grading (Of Parking Lots, Etc. - Not Road Building); 98836-Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimming, Etc.

## Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimming, etc.	SBE/GS	\$110,000.00	100.00%	

**Total** \$110,000.00

**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