Small Business Development Division
Project Worksheet

Project/Contract Title: MICROFILM STORAGE AND MANAGEMENT SERVICES
Project/Contract No: FB-00607
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: $99,500.00
Received Date: 07/10/2017
Funding Source: GENERAL/OTHER
Resubmittal Date(s):

Description of Project/Bid: The purpose of this re-bid is to establish a contract to provide for the storage of the County’s vital microfilm records within a leased, climate controlled, 24-hour monitored facility on an as-needed basis.

Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Bid Preference</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>SBE/GS</td>
<td></td>
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</tbody>
</table>

Reasons for Recommendation

An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates a Bid Preference is appropriate for this project.

There are three (3) SBE Certified firms under this commodity code, however none were able to meet the project requirements.

Commodity Code: 96295-Warehousing And Storage Services (Not Storage Space Rental) (Includes Farm Product Storage In Silos And Grain Elevators)

Small Business Contract Measure Recommendation

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
</tr>
</thead>
</table>

Total

Living Wages: YES ☐ NO X
Responsible Wages: YES ☐ NO X

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 ___________________________
No Measure ___________________________ Deferred Selection Factor
CWP ___________________________

SBID Director 7-13-17