Small Business Development Division

Project Worksheet

Project/Contract Title: POLO SHIRTS
Project/Contract No: FB-00685
Funding Source: GENERAL, PROPRIETARY, FEDERAL FUNDS
Department: INTERNAL SERVICES
Received Date: 10/03/2017

Estimated Cost of Project/Bid: $1,700,000.00
Description of Project/Bid: Purchase of various manufacturers' polo shirts with embroidery and or screening.

Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set Aside (Group A)</td>
<td>SBE/GS</td>
<td>100.00%</td>
</tr>
<tr>
<td>No Measure (Group B)</td>
<td>SBE/GS</td>
<td></td>
</tr>
</tbody>
</table>

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 previously sent out for project RQID1700045 to fourteen (14) firms certified in the required Commodity Codes and three (3) or more of them responded as being able to meet the project’s requirements.
- Set Aside for Group A Part 1 and Part 2
- No Measure for Group B (Federally Funded) Part 3 and Part 4

Commodity Code: 200-Clothing, Apparel, Uniforms, And Accessorie, 200-Clothing, Apparel, Uniforms, And Accessorie, 20070-Shirts, Dress And Casual, 20072-Uniforms, Cotton, Blends And Synthetic: Band, Fire, 20085-Uniforms, Blended Fabric

Small Business Contract Measure Recommendation

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>SBE/GS</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shirts, Dress and Casual</td>
<td>SBE/GS</td>
<td>$1,700,000.00</td>
<td>100.00%</td>
<td></td>
</tr>
</tbody>
</table>

Total $1,700,000.00

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 10-10-17