Small Business Development Division
Project Worksheet

Project/Contract Title: UPHOLSTERY AND REFURBISHING SERVICES
Project/Contract No: FB-00730
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: $0.00
Description of Project/Bid: The purpose of this solicitation is to establish a contract for the purchase of vinyl seat covers, upholstery, and refurbishing services.

Received Date: 10/24/2017
Funding Source: Resubmittal Date(s):

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

An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 indicates a Bid Preference is appropriate for this contract due to the lack of available SBE firms to meet the project’s requirements.

There are two (2) certified SBE firms in the applicable commodity codes.

Commodity Code: 26544-Material, Upholstery (Fabric), Furniture And Auto; 26546-Material, Upholstery (Vinyl), Furniture And Auto; 92891-Upholstery Maintenance And Repair; 93146-Furniture, Office, Maintenance And Repair (Includes Refinishing And Reupholstering); 93636-Furniture, School (Including Student Lockers), Maintenance And Repair (Includes Refinishing And Reupholstery); 93688-Upholstery And Drapery Maintenance And Repair (Incl. Cleaning)

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Small Business Contract Measure Recommendation

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

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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 ____________

[Signature] 10-26-17
SM Director Date