Small Business Development Division

Project Worksheet

Project/Contract Title: Broker Services for Aircraft Hull and Liability Insurance Program
Project/Contract No: RFP-01371
Department: Internal Services
Estimated Cost of Project/Bid: $42,000.00

Description of Project/Bid: The County requires an insurance broker to provide brokerage and related services in procuring aircraft hull and liability insurance to provide coverage for aircraft owned and operated by the County.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selection Factor</td>
<td>SBE/GS</td>
<td></td>
</tr>
</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 Selection Factor is appropriate for this project.

There are two (2) SBE certified firms under these commodity codes.

NIGP 96247 Hoisting and Lifting Services (Inactive, effective January 1, 2016), NIGP 95358 Liability Insurance, Professional, NIGP 95377 Property and Casualty Insurance

Living Wages: YES [ ] NO [X] Highway: YES [ ] NO [X] Heavy Construction: YES [ ] NO [X]
Responsible Wages: YES [ ] NO [X] Building: YES [ ] NO [X]

10-3-19
Date

SBD Director