Small Business Development Division
Project Worksheet

Project/Contract Title: DELINQUENT TANGIBLE PERSONAL PROPERTY ACCOUNT COLLECTION SERVICE

Project/Contract No: RFP837

Department: INTERNAL SERVICES

Estimated Cost of Project/Bid: $0.00

Description of Project/Bid: To establish a contract for MDC Finance Dept, (on behalf of the Tax Collector Division), soliciting proposals from qualified firms, agents or attorneys with experience in providing collection services for delinquent Tangible Personal Property (TPP) taxes.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Measure</td>
<td>SBE</td>
<td></td>
</tr>
</tbody>
</table>

Reasons for Recommendation

NO MEASURE - COST NEUTRAL

Commodity Code: 94633-Collection Services

Analysis for Recommendation of a Goal

<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>

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 ________________ Bid Preference ________________

No Measure ____________ DEFERRED ________________ Selection Factor ________________

CWP ____________

V. Clark
SBD Director
8/22/12