Small Business Development Division
Project Worksheet

Project/Contract Title: TITLE COMPANY SERVICES FOR TAX COLLECTOR
Project/Contract No: RFP816
Department: FINANCE DEPARTMENT
Estimated Cost of Project/Bid: $900,000.00
Description of Project/Bid: To establish a contract to solicit proposals for the services of a title or abstract company, or law firm, to provide certified ownership and encumbrance (C&O) reports for tax deed applications.

Received Date: 08/13/2012

Resubmittal Date(s):

Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selection Factor</td>
<td>SBE</td>
<td></td>
</tr>
</tbody>
</table>

Reasons for Recommendation

SELECTION FACTOR

This project meets all the criteria set forth in I.O. #3-41.

The six (6) SBE firms certified in the required Commodity Codes were polled; none responded in the affirmative.

Commodity Code: 91874-Legal Consulting; 95387-Title; 96149-Legal Services, Attorneys

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>

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 __________________________ Bid Preference __________________________

No Measure __________________________ Deferred __________________________ Selection Factor ☑

CWP __________________________

SBD Director __________________________ Date __________________________

DBDR00060 v.20120301