

## Small Business Development Division

### *Project Worksheet*

<b>Project/Contract Title:</b>	JANITORIAL SERVICES FOR ANIMAL SERVICES DEPARTMENT		
<b>Project/Contract No:</b>	RFQ9562-26ASD	<b>Funding Source:</b>	
<b>Department:</b>	INTERNAL SERVICES	<b>Funding Source:</b>	GENERAL FUND
<b>Estimated Cost of Project/Bid:</b>	\$900,000.00		
<b>Description of Project/Bid:</b>	To establish a contract to provide janitorial services at the new animal shelter		

Received Date: 01/12/2016

**Resubmittal Date(s):**

## Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Bid Preference	SBE/GS	

### Reasons for Recommendation

An analysis of the factors contained in the project package, as well as an analysis of Section VIII. C., of Implementing Order 3-41, and the responses of certified SBE/GS firms to the Verification of Availability process indicate a Bid Preference is appropriate.

This quote will be issued under the Pre-qualification Pool Contract # RFQ9562 for Janitorial Services. Attempts were made to make this quote a Set-Aside, however there were less than three firms that responded as being able to satisfy the contract requirements.

Commodity Code: 91039-Janitorial/Custodial Services

### Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
<b>Total</b>				

**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
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CWP \_\_\_\_\_

**SBD Director**

Date \_\_\_\_\_