Small Business Development Division
Project Worksheet

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

Received Date: 01/12/2016
Funding Source: GENERAL FUND
Resubmittal Date(s):

Contract Measures Recommendation

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

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
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<tbody>
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<td></td>
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</tbody>
</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 1/22/16

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