



## Small Business Development Division Project Worksheet

**Project/Contract Title:** HIGH SCOPE CURRICULUM TRAINING SERVICES  
**Project/Contract No:** RQCO1500003  
**Department:** COMMUNITY ACTION AGENCY  
**Estimated Cost of Project/Bid:** \$200,000.00  
**Description of Project/Bid:** To establish a contract for the provision of ongoing and systematic Head Start/Early Head Start classroom observations, assessments of participant children's development and feedback to, and mentoring of, Program teachers.

**Funding Source:** US DEPT OF HEALTH & HUMAN SVCS  
**Received Date:** 06/30/2015  
**Resubmittal Date(s):**

### Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
No Measure	SBE/GS	

### Reasons for Recommendation

An analysis of Implementing Order 3-32, as well as an analysis of the factors contained in the project package indicates a No Measure is appropriate for this contract due to the fact that HighScope is the sole source vendor of the requested services. This project is also federally funded (U.S. Dept. of Health & Human Services).

Commodity Code: 924-Educational Services

### Small Business Contract Measure Recommendation

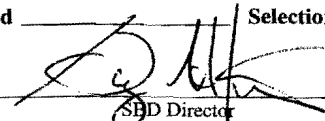
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Educational Services	SBE/GS			
Total				

**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 _____
CWP _____	 7/2/15 SBD Director Date