



Small Business Development Division
Project Worksheet

Project/Contract Title: JANITORIAL, CLEANING AND SANITIZING SUPPLIES, INSTALLATION AND MAINTENANCE SERVICES **Received Date:** 02/25/2016
Project/Contract No: RQCR1500005 **Funding Source:**
Department: CORRECTIONS & REHABILITATION **GENERAL FUNDS**
Estimated Cost of Project/Bid: \$500,000.00 **Resubmittal Date(s):**
Description of Project/Bid: The purpose of this solicitation is to establish a contract for the purchase of janitorial cleaning and sanitizing supplies, installation of equipment, maintenance services and employee training in conjunction with the County's needs on an as needed when needed basis.

Contract Measures Recommendation		
Measure	Program	Goal Percent
Set Aside	SBE/GS	100.00%

Reasons for Recommendation

An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 and the Verification to Bid process indicates a SBE-GS Set Aside is appropriate for this project.

There are twenty-six (26) SBE-GS firms certified in the appropriate commodity code. SBD received favorable responses from District Healthcare, Total Connection and Glocecol. Only one response was received (Allied Paper) claiming the firm was not able to participate.

Commodity Code: 485-Janitorial And Cleaning Supplies

Small Business Contract Measure Recommendation				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Janitorial And Cleaning Supplies	SBE/GS	\$500,000.00	100.00%	22
Total		\$500,000.00		

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 _____	 SBD Director	3/16/16 Date	