Small Business Development Division
Project Worksheet

Project/Contract Title: WEBSITE REDESIGN AND HOSTING SERVICES
Project/Contract No: RQCU1200004
Department: DEPARTMENT OF CULTURAL AFFAIRS
Estimated Cost of Project/Bid: $225,000.00
Description of Project/Bid: To establish a contract for the purchase of a website and hosting services.

Received Date: 01/27/2012

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>
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Reasons for Recommendation:

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

(There are twenty (20) SBE firms certified in the required Commodity Code; none responded to the "Verification of Availability" study).
Commodity Code: 918-20 - Computer Software Consulting

Analysis for Recommendation of a Goal

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value to Base Bid</th>
<th>Availability</th>
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</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
Set Aside Level 1
Trade Set Aside (MCC)
No Measure

Tier 2 Set Aside
Level 2
Goal
Bid Preference
Deferred Selection Factor

County Mayor/Designee [Signature] Date [mm/dd/yy]