Small Business Development Division

Project Worksheet

Project/Contract Title: CONTINUOUS STOCK PIN FEED PAPER
Project/Contract No: RQET1200012
Department: INTERNAL SERVICES
Funding Source: INTERNAL SERVICES FUND
Estimated Cost of Project/Bid: $300,000.00
Resubmittal Date(s):

Description of Project/Bid: To establish a contract to award a primary, secondary and tertiary bidder for the acquisition of Continuous Stock Pin Feed Paper by the County’s Information Technology Department (ITD), on an as needed basis.

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

Reasons for Recommendation

BID PREFERENCE

The five (5) SBE firms certified in the required Commodity Codes were polled, none responded in the affirmative.

Commodity Code: 64500-Paper (For Office And Print Shop Use); 64521-Bond Paper (Including Recycled); 64530-Carbonless Paper (Chemical Transfer) (Including Recycled); 64533-Copy Paper - Specialized High Speed (Included Recycled)

Analysis for Recommendation of a Goal

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
</tr>
</thead>
</table>

Living Wages: YES [X] NO

Responsible Wages: YES [X] 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: [Signature] Date: 7/3/12