Small Business Development Division
Project Worksheet

Project/Contract Title: RR DONELLEY DETACHERS, IF-32 INTERFACE AND MAINTENANCE AND SUPPORT SERVICES
Project/Contract No: RQET1700038
Department: INFORMATION TECHNOLOGY DEPARTMENT
Funding Source: INTERNAL SERVICE FUNDS
Estimated Cost of Project/Bid: $82,572.00

Description of Project/Bid: Information Technology Department is requesting to purchase two (2) RR Donnelley Detachers along with and IF-32 Interface and 12 months of maintenance and support services. This acquisition will replace two existing detachers located at the ITD print shop.

Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Measure</td>
<td>SBE/GS</td>
<td></td>
</tr>
</tbody>
</table>

Reasons for Recommendation
An analysis of the factors contained in Implementing Order 3-41, as well as an analysis of the project package indicates a No Measure is appropriate for this project as this is a Bid Waiver awarded to RR Donnelly.

There is one (1) SBE Certified firm under this commodity code.

Commodity Code: 60051-Detacher, Forms

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>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Detacher, Forms</td>
<td>SBE/GS</td>
<td></td>
<td></td>
<td></td>
</tr>
</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: 8/10/17

Received Date: 08/09/2017
Resubmittal Date(s): ___________________________