Small Business Development Division
Project Worksheet

Project/Contract Title: BUSINESS CARDS
Project/Contract No: RQFR1400008  Funding Source: GENERAL
Department: INTERNAL SERVICES DEPARTMENT
Estimated Cost of Project/Bid: $75,000.00
Received Date: 06/12/2014
Description of Project/Bid: To establish a contract for the purchase of business cards for various County Departments

Resubmittal Date(s):

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set Aside</td>
<td>SBE</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

Reasons for Recommendation

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

The six (6) SBE/Micro SBE firms certified in the required Commodity Codes were polled; sufficient responses supports the established SBE Set-aside.

Commodity Code: 96611-Card Printing; Tab, Post, Form, Etc.; 96655-Numbering Services, Printing

<table>
<thead>
<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
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<tbody>
<tr>
<td>SBE</td>
<td></td>
<td>$75,000.00</td>
<td>100.00%</td>
<td>3</td>
</tr>
</tbody>
</table>

Total $75,000.00

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

CWP

SBO Director 6/30/14

Date