



**Small Business Development Division**  
*Project Worksheet*

**Project/Contract Title:** EMPLOYEE DISABILITY INSURANCE PROGRAM **Received Date:** 01/25/2013  
**Project/Contract No:** RQID1300051 (RFP835) **Funding Source:**  
**Department:** INTERNAL SERVICES **EMPLOYEE FUNDED**  
**Estimated Cost of Project/Bid:** \$9,000,000.00 **Resubmittal Date(s):**  
**Description of Project/Bid:** To establish a contract for the solicitation of proposals from experienced and qualified firms to provide an Employee Short-Term and Long-Term Disability (LTD) Insurance Program (the "Program") and related services.

Contract Measures Recommendation		
<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
No Measure	SBE	

Reasons for Recommendation
NO MEASURE - EMPLOYEE FUNDED (FULLY)  There are three (3) SBE firms certified in the required Commodity Code.  Commodity Code: 95337-Disability

Small Business Contract Measure Recommendation				
<u>Subtrade</u>	<u>Cat.</u>	<u>Estimated Value</u>	<u>% of Items to Base Bid</u>	<u>Availability</u>
				<b>Total</b>

**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		Date <u>2/1/13</u>