Small Business Development Division

Project Worksheet

Project/Contract Title: GROUNDS MAINTENANCE
Project/Contract No: RQID1300059 (RFQ 9743-22)
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: $260,000.00
Description of Project/Bid: To establish a contract to purchase scheduled grounds maintenance to the Homestead Properties owned by ISD.

Received Date: 03/23/2016
Funding Source: GENERAL FUND

Resubmittal Date(s):

Contract Measures Recommendation

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

Reasons for Recommendation

An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 and the Verification to Bid process indicates a SBE-GS Set Aside measure is appropriate for this project. Verifications of Availability Bid Letters were sent to thirty (30) firms certified in the required Commodity Codes and twelve (12) of them responded as being able to meet the project’s requirements.


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>Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimming, etc.</td>
<td>SBE/GS</td>
<td>$260,000.00</td>
<td>100.00%</td>
<td></td>
</tr>
</tbody>
</table>

Total $260,000.00

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
Set Aside Level 1
Trade Set Aside (MCC)
No Measure
CWP

Tier 2 Set Aside
Level 2 Level 3
Goal Bid Preference
Deferred Selection Factor

SBD Director Date

DBDR0090 v 20150402