



Small Business Development Division Project Worksheet

Project/Contract Title: DOCUMENT SHREDDING SERVICES
Project/Contract No: RQID1300139
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: \$301,000.00
Description of Project/Bid: To establish a contract for document shredding services for various County Departments.

Received Date: 06/12/2013

Funding Source:

Resubmittal Date(s):

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Bid Preference	SBE	

Reasons for Recommendation

BID PREFERENCE

The thirteen (13) SBE firms certified in the required Commodity Codes were polled; 1 firm responded that it could fulfill the requirements of the project.

Commodity Code: 91027-Garbage/Trash Removal, Disposal And/Or Treatment; 92050-Shredding Services, Computer Components And Peripherals; 96227-Document Shredding Services; 96270-Removal And Pickup Of Dead Bodies; 96645-Paper, Cutting, Drilling, Shredding, Trimming; 96671-Paper Cutting, Drilling, Folding, Punching, Shredding, Trimming, Etc.

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>
-----------------	-------------	------------------------	-------------------------------	---------------------

Total

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 6/20/13