



Small Business Development Division Project Worksheet

Project/Contract Title: GROUNDS MAINTENANCE

Project/Contract No: RQID1300143

Department: INTERNAL SERVICES

Estimated Cost of Project/Bid: \$250,000.00

Description of Project/Bid: To establish a contract for grounds maintenance and pest control services for library branches.

Funding Source:

LIBRARY DISTRICT FUNDS

Received Date: 06/12/2013

Resubmittal Date(s):

Contract Measures Recommendation

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

Reasons for Recommendation

BID PREFERENCE

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

The more than fifty (50) SBE firms certified in the required Commodity Codes were polled; one responded but did not meet the "Pest Control" and "Arborist Certification" requirements. Calls to SBE firms confirmed that there was "Insufficient Availability" of SBE firms meeting the requirements and holding the proper certification and license.

Commodity Code: 98836-Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimming, Etc.; 98852-Landscaping (Including Design, Fertilizing, Planting, Etc., But Not Grounds Maintenance Or Tree Trimming Services)

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>
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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