



Small Business Development Division Project Worksheet

Project/Contract Title: AUTOMOTIVE AND TRUCK WARRANTY CLAIM FILING SERVICE
Project/Contract No: RQID1400001
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: \$475,000.00
Description of Project/Bid: To establish a contract for the generating and filing of warranty claims on County-owned and operated vehicles (which are reimbursed to ISD/Fleet Management Division).

Received Date: 10/02/2013
Funding Source: INTERNAL SERVICE FUNDS
Resubmittal Date(s):

Contract Measures Recommendation

Measure	Program	Goal Percent
Bid Preference	SBE	

Reasons for Recommendation

BID PREFERENCE

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

Commodity Code 96137 represents Fleet Management Services (as presented by PM-ISD).

The nine (9) firms certified in the required Commodity Codes were; four (4) responded as not able to meet the stipulated requirements.

Commodity Code: 95841-Fleet Management Services; 96102-Administrative Services, All Kinds (Incl. Clerical, Secretarial Services, Etc.)

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
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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	V. Clark SBD Director		10/10/13 Date