



## Small Business Development Division Project Worksheet

**Project/Contract Title:** ADVISORY CONSULTING SERVICES  
**Project/Contract No:** RQID1600026  
**Department:** INTERNAL SERVICES  
**Estimated Cost of Project/Bid:** \$83,838.00  
**Description of Project/Bid:** One time purchase to provide procurement consulting services for procurement management division.

**Funding Source:**  
INTERNAL SERVICES

**Received Date:** 03/22/2016

**Resubmittal Date(s):**

### Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
No Measure	SBE/GS	

### Reasons for Recommendation

An analysis of Implementing Order 3-41, as well as, an analysis of the factors contained in the project package indicates a No Measure is appropriate as this is a Bid Waiver contract.

Commodity Code: 91812-Analytical Studies And Surveys (Consulting)

### Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Analytical Studies and Surveys (Consulting)	SBE/GS			


**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	3/28/16 Date	