Small Business Development Division
Project Worksheet

Project/Contract Title: DOCUMENT SHREDDING SERVICES
Project/Contract No: RQID1700134
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: $95,395.00
Description of Project/Bid: The purpose of this solicitation is to establish a contract to acquire an on-site document shredding services for various County facilities on an as needed basis.

Received Date: 08/17/2017
Funding Source: GENERAL/ FEDERAL
Resubmittal Date(s):

Contract Measures Recommendation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Measure</td>
<td>SBE/GS</td>
<td></td>
</tr>
<tr>
<td>Bid Preference</td>
<td>SBE/GS</td>
<td></td>
</tr>
</tbody>
</table>

Reasons for Recommendation
An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates a Bid Preference is appropriate for this project.

A No Measure will apply when funding source is Federal
There are no SBE Certified firms under these commodity codes


Small Business Contract Measure Recommendation

<table>
<thead>
<tr>
<th>Subtrade Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>SBE/GS</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Total

Living Wages: YES [ ] NO [x]
Responsible Wages: YES [ ] NO [x]

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 ___________ Tier 3 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: 8-24/17
Date: 
DBDR0090 v 20160928