Project/Contract Title: LEASE OF DIGITAL MICROFORM SCANNERS AND LASER PRINTERS
Project/Contract No: RQPE120009
Department: DEPARTMENT OF SMALL BUSINESS DEVELOPMENT
Estimated Cost of Project/Bid: $100,000.00

Description of Project/Bid: The purpose of this solicitation is to establish a contract for the Department of Regulatory and Economic Resources for the lease of five (5) digital microform scanners and five (5) laser printers, and full coverage maintenance and support services.

Contract Measures Recommendation

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<th>Measure</th>
<th>Program</th>
<th>Goal Percent</th>
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<tbody>
<tr>
<td>Bid Preference</td>
<td>SBE</td>
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Reasons for Recommendation

BID PREFERENCE

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

The three (3) SBE firms certified in the required Commodity Codes were polled; none responded in the affirmative.

Commodity Code: 575-Microfiche And Microfilm Equipment, Accessorie; 57551-Microfiche And Microfilm Equipment (Not Otherwise Classified); 57572-Reader, Microfiche And Microfilm; 57576-Reader/Printer, Microfiche And Microfilm (Including Parts And Options); 98555-Microfiche/Microfilm Equipment And Accessory Rental Or Lease

Analysis for Recommendation of a Goal

<table>
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<tr>
<th>Subtrade</th>
<th>Cat.</th>
<th>Estimated Value</th>
<th>% of Items to Base Bid</th>
<th>Availability</th>
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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

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<tr>
<th>Tier 1 Set Aside</th>
<th>Tier 2 Set Aside</th>
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Set Aside Level 1 Level 2 Level 3

Trade Set Aside (MCC) Goal Bid Preference

No Measure Deferred Selection Factor

CWP

Signed: V. Clark
SBD Director
Date: 11/1/12

Received Date: 10/25/2012
Resubmittal Date(s):