



Small Business Development Division Project Worksheet

Project/Contract Title: COUNTY-WIDE DEBT COLLECTION SERVICES **Received Date:** 03/13/2015
Project/Contract No: RQFN1500004 **Funding Source:** PROPRIETARY FUNDS
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: \$400,000.00 **Resubmittal Date(s):**
Description of Project/Bid: To establish a contract to solicit proposals from qualified firms with experience in providing collection services for retail and commercial accounts.

Contract Measures Recommendation		
<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Selection Factor	SBE	

Reasons for Recommendation

An analysis of the factors contained in section VIII D of Implementing Order 3-41 indicates that a Selection Factor is appropriate for this solicitation. Currently, there are no Small Business Enterprise - Goods & Services firms certified in the commodity code below.

Commodity Code: 94633-Collection 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>
				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		3/18/15 Date