



Small Business Development Division Project Worksheet

Project/Contract Title: EXECUTIVE AUTOMOBILE LIABILITY AND PHYSICAL DAMAGE INSURANCE
Project/Contract No: RQID1400011
Department: INTERNAL SERVICES DEPARTMENT
Estimated Cost of Project/Bid: \$375,000.00
Description of Project/Bid: To establish a contract soliciting an insurance broker to provide brokerage and related services, as well as the purchase of an automobile liability and physical damage insurance program.

Received Date: 10/21/2013

Funding Source: GENERAL

Resubmittal Date(s):

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Bid Preference	SBE	

Reasons for Recommendation

BID PREFERENCE

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

One (1) SBE is certified in the required Commodity Code.

Commodity Code: 95354-Liability, Automotive

Small Business Contract Measure Recommendation

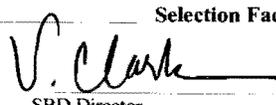
<u>Subtrade</u>	<u>Cat.</u>	<u>Estimated Value</u>	<u>% of Items to Base Bid</u>	<u>Availability</u>
				Total

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		10/24/13 Date