



Small Business Development Division Project Worksheet

Project/Contract Title: OFFICE SUPPLIES
Project/Contract No: AAA-12-14-2015
Department: AMERICAN AIRLINES ARENA
Estimated Cost of Project/Bid: \$0.00

Funding Source:
PRIVATE

Received Date: 12/14/2015

Resubmittal Date(s):

Description of Project/Bid: To establish a contract to Office Supplies for the American Airlines Arena - this will be a one-time purchase.

Contract Measures Recommendation

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

Reasons for Recommendation

NO MEASURE

An analysis of the goods & services required for this contract revealed insufficient availability. Currently, there are twenty two (22) SBE/G&S firms certified in the required Commodity Codes; however, only two of them responded as being able to provide the items as indicated.

Commodity Code: 61000-Office Supplies: Carbon Paper And Ribbons, All Types; 61500-Office Supplies, General; 62000-Office Supplies: Erasers, Inks, Leads, Pens, Pencils, Etc.

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
OFFICE SUPPLIES, GENERAL	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

Date