



Small Business Development Division

Project Worksheet

Project/Contract Title: PAPER FINE REGISTERED MILL BRANDS **Received Date:** 7/22/2022
Project/Contract No: EVN0000059 **Funding Source:** Other
Department: Internal Services
Estimated Cost of Project/Bid: \$4,765,000.00
Description of Project/Bid: Pool for the purchase of paper, fine registered mill brands, recovered fiber content paper (printing/xerographic) and related products such as envelopes, carbonless, continuous pin feed computer paper, roll fed paper, lithographic plates, packaging, etc.

Contract Measures

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Set-Aside	SBE/GS	
Bid Preference	SBE/GS	
No Measure	SBE/GS	

Reasons for Recommendation

SBD reviewed this project pursuant to Implementing Order 3-41 SBE-G/S measures. Project information analyzed included the project's scope of services, estimated project cost, minimum requirements/qualifications and funding source. Additional factors did include surveys with certified firms to determine availability.

A Set-Aside: when the value of a spot market quote is under \$250k and there are two (2) SBE firms pre-qualified under this pool capable of providing the requested good(s) and/or service(s) or when the value of a spot market quote is above \$250k and there are three (3) or more certified SBE firms pre-qualified under this pool capable of providing the requested good(s) and/or service(s).

Bid Preference: when a Set-Aside is not applicable and the funding source allows the application of small business measures.

No Measure: when the funding source precludes the application of small business measures.

Each spot market quote under this solicitation must be submitted to SBD for review.

There are nine (9) SBE certified firms under these commodity codes, however none of them responded as being able to meet the project requirements.

NIGP 39550 Continuous Forms (Computer Paper), Stock (Including Blank, Ruled, and Tinted Types -See Class 525 for Library Stock Continuous Forms), NIGP 645 PAPER, FOR OFFICE AND PRINT SHOP USE, NIGP 64533 Copy Paper, Specialized High Speed, Including Recycled

Living Wages: YES NO

Highway: YES NO

Heavy Construction: YES NO

Responsible Wages: YES NO

Building: YES NO

Raunio Johnson (KOR) Gary Hartfield
SBD Director

8/18/2022
Date