

Small Business Development Division

Project Worksheet

Project/Contract Title: COURT REPORTING SERVICES

Project/Contract No: FB-00733

Department: INTERNAL SERVICES

Estimated Cost of Project/Bid: \$427,500.00

Description of Project/Bid:	Provision of court reporting and transcription services for various departments on an as needed basis.
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Funding Source:

GENERAL FUND,
PROPRIETARY FUNDS, FIRE
DI

Received Date: 06/13/2018

Resubmittal Date(s):

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

An analysis of the factors contained in Implementing Order 3-41, as well as, the project package indicates a Bid Preference is appropriate for this project.

There are two (2) SBE Certified firms under this commodity code.

Commodity Code: 96124-Court Reporting Services; 99041-Fingerprinting Services

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
		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 _____ 6-26-18

SBD Director

Date _____