



Small Business Development Division Project Worksheet

Project/Contract Title: RUBBER STAMPS, CUSTOM RUBBER STAMPS AND MARKING PRODUCTS
Project/Contract No: FB-00830
Department: VARIOUS
Estimated Cost of Project/Bid: \$215,000.00
Description of Project/Bid: To establish a contract to purchase rubber stamps, custom rubbers stamps and marking products

Received Date: 02/12/2018

Funding Source:
VARIOUS

Resubmittal Date(s):

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Set Aside	SBE/GS	100.00%
Bid Preference	SBE/GS	

Reasons for Recommendation

This Request to Qualify will establish a pre-qualified pool of vendors to participate in future spot market purchases to provide rubber stamps and custom rubber stamps and marking products as needed. An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 indicates the SBE measures noted below are appropriate for this contract.

-SBE Set-Aside for projects up to \$100K: Where there are three (3) or more certified SBE firms available in an established pre-qualification pool, the work order competition must be sheltered among those firms.

-Bid Preference for projects up to \$100K: 10% Bid Preference to should be applied to certified SBE firms when a set-aside is not attainable.

All projects valued over \$100K should be submitted to SBD for review and determination of the applicable SBE measure.
There are three (3) certified SBE firms in the applicable commodity codes.

Commodity Code: 60550-Numbering Machines And Supplies: Ink, Pads, Etc.; 61577-Rubber Stamps, Stamp Pads, Stamp Pad Ink And Stamp Racks;
62030-Ink: Drawing, Marking, And Writing

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Numbering Machines and Supplies: Ink, Pads, etc.	SBE/GS	\$215,000.00	100.00%	
Total		\$215,000.00		

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.



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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
2-16-18
Date