



Small Business Development Division

Project Worksheet

Project/Contract Title: Revolving Loan Fund Administrator
 Project/Contract No: RFP-01655
 Department: Public Housing and Community Development
 Estimated Cost of Project/Bid: \$300,000.00

Received Date: 6/23/2020
 Funding Source: Other

Description of Project/Bid: It is the intention of this solicitation to obtain proposals to establish a Loan Fund Administrator to be responsible for the funds currently in the Revolving Loan Fund, as well as future funds that the BCC allocates.

Contract Measures		
Measure	Program	Goal Percent
Selection Factor	SBE-G&S	

Reasons for Recommendation

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

There are no SBE certified firms under these commodity codes.

NIGP 94660 Loan Administration, NIGP 94664 Mortgage Banking Services

Living Wages: YES NO Highway: YES NO Heavy Construction: YES NO
 Responsible Wages: YES NO Building: YES NO



 SBD Director

6-23-20

 Date