



Small Business Development Division Project Worksheet

Project/Contract Title: PARK PLANNING AND PRE-DEVELOPMENT SERVICES
Project/Contract No: RFQ-00769
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: \$4,500,000.00
Description of Project/Bid: Provide various types of park planning services to the County, as may be required, within the following categories:
A. Market Research and Business Planning for PROS Programs, Facilities and Services
B. Park, Recreation and Open Space Planning
C. Pre-Development and Environmental Planning Services
D. Traffic Impact Studies

Received Date: 12/14/2017
Funding Source: PROPRIETARY FUNDS
Resubmittal Date(s): 01/26/2018

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Selection Factor	SBE/GS	

Reasons for Recommendation

An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 indicates a Section Factor is appropriate for this contract as it is a Request for Qualification.
Letters of Availability to Bid were sent out to the firms certified in the applicable commodity codes however, less than three firms responded as being available to meet the project's requirements.
There are one hundred seventeen (117) certified SBE firms in the applicable commodity codes.

Commodity Code: 90664-Planning, Urban (Community, Regional, Areawide, And State); 91812-Analytical Studies And Surveys (Consulting); 91843-Environmental Consulting; 91846-Feasibility Studies (Consulting); 91892-Urban Planning Consulting; 92672-Planning And Advisory Services, Environmental; 95605-Business Research Services; 96889-Traffic Studies And Analysis Services

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
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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

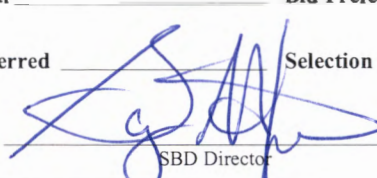
Tier 1 Set Aside _____ **Tier 2 Set Aside** _____

Set Aside _____ **Level 1** _____ **Level 2** _____ **Level 3** _____

Trade Set Aside (MCC) _____ **Goal** _____ **Bid Preference** _____

No Measure _____ **Deferred** _____ **Selection Factor** _____

CWP _____

 **SBD Director** **1-29-18**
Date