



## Small Business Development Division

### Project Worksheet

Project/Contract Title: 1099 Forms

Received Date: 10/23/2018

Project/Contract No: RQFN1800004

Funding Source:

Department: Internal Services

Estimated Cost of Project/Bid: \$108,000.00

Description of Project/Bid: The purpose of this new solicitation is for the processing, printing and mailing of 1099 IRS forms for the Finance Department.

Measure	Program	Goal Percent
Bid Preference	SBE/GS	
An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates a <b>Bid Preference</b> is appropriate for this project.		
There are five (5) SBE certified firms under this commodity code, however none of them were able to meet the project requirements.		
NIGP 96636 Forms Printing, Not Continuous		

Living Wages: YES ☐ NO ☒

Highway: YES ☐ NO ☒

Heavy Construction: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Building: YES ☐ NO ☒

\_\_\_\_\_  
County Mayor (Aviation Only)

\_\_\_\_\_  
SBD Director

\_\_\_\_\_  
Date

10.29.18  
Date