



Small Business Development Division Project Worksheet

Project/Contract Title: EMPLOYEE BENEFITS CONSULTING SERVICES
Project/Contract No: RQHR1400004
Department: HUMAN RESOURCES
Estimated Cost of Project/Bid: \$995,000.00
Description of Project/Bid: To establish a contract to assist with the management of the County's Employee Benefits Program.

Received Date: 10/07/2014

Funding Source:
 INSURANCE FUND

Resubmittal Date(s):

Contract Measures Recommendation		
Measure	Program	Goal Percent
Selection Factor	SBE	

Reasons for Recommendation

SELECTION FACTOR

This project meets all the criteria set forth in I.O. # 3-41.

The twelve (12) Micro/SBE firms certified in the required Commodity Codes were polled (along with the scope of services and minimum and special requirements); one responded in the affirmative.

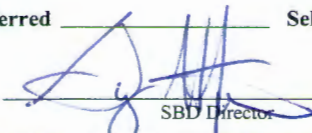
Commodity Code: 91869-Insurance Consulting; 91885-Personnel/Employment Consulting

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 _____	 SBD Director	10/15/14 Date	