



Small Business Development Division Project Worksheet

Project/Contract Title: SPECIALTY PRINTED PRODUCTS, FINISHING SUPPLIES AND MECHANICAL BINDING SERVICES
Project/Contract No: RQID1400152
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: \$1,520,000.00
Description of Project/Bid: To establish a contract for the pre-qualification of bidders for the purchase specialty printed products, services, installations/installations and finishing supplies.

Received Date: 10/08/2014
Funding Source: VARIOUS
Resubmittal Date(s): 09/02/2014

Contract Measures Recommendation		
<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Set Aside (Group I)	SBE	
Bid Preference	SBE	
Set Aside (Up To 100k)	SBE	
Set Aside (Group Vi)	SBE	

Reasons for Recommendation
<p>BID PREFERENCE, SBE SET-ASIDE (Contracts \$100,000 or less) & SBE SET-ASIDE: GROUP I & GROUP VI</p> <p>Bid Preference: 10% Bid Preference to Micro Enterprise firms for contracts up to \$100K; 10% Bid Preference to SBE firms for contracts over \$100K</p> <p>SBE Set-Aside (Group I)-Group I was set-aside based on 4 firms responding to the Verification of Availability process as being able to meet the scope of services for the Group.</p> <p>SBE Set-Aside (Group VI)-Group VI was set-aside based on 4 firms responding to the Verification of Availability process as being able to meet the scope of services for the Group.</p> <p>This project meets all the criteria set forth in I.O. # 3-41. - There are forty (40) SBE firms certified in the required Commodity Codes. **Reason for resubmittal: estimated cost of this contract was increased; additional Commodity Codes were added; and title was changed.</p> <p>Commodity Code: 05540-Interior Trim Items, Vehicle; 31042-Envelopes, Printed, Special; 64025-Corrugated Boxes And Sheets (Including Fillers); 64518-Boards: Poster, Pressboard, Railroad, Etc. (Including Recycled); 70007-Bar Code Printing And Sorting Systems; 70030-Graphic Art Supplies: Films And Chemistry, Opaguing Supplies, Proofing Papers, Stripping Base, Etc.; 70055-Offset Printing (Duplicating And Lithographing) Machines And Equipment (Smaller Than 17 In. By 22 In.); 70057-Print Acc/Suppl(Incl. Electrostatic Types); Blankets,Chem,Gum,Inks,Mats,Negatives,Plates,Roller Covers,Rubber Rejuvenators,Sleeves,Etc. See 700-30 Graphic Art Supplies; 90652-Interior Design, Space Planning, And Exhibits/Displays; 96618-Copying Services (Reproduction); 96658-Offset Print, Gen,Lrg Press Work(Quan.Up To 100k),1 Or More Clrs,No 4 Clr Proc Or Close Reg Req,Finished Sz May Exceed 11x17</p>

Small Business Contract Measure Recommendation				
<u>Subtrade</u>	<u>Cat.</u>	<u>Estimated Value</u>	<u>% of Items to Base Bid</u>	<u>Availability</u>
	SBE			
	SBE			
	SBE			
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.



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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

Handwritten signature and date 10/22/14
SBD Director Date