



Small Business Development Division Project Worksheet

Project/Contract Title: RECYCLED COTTON T-SHIRTS
Project/Contract No: RQID1700022
Department: INTERNAL SERVICES
Estimated Cost of Project/Bid: \$275,000.00
Description of Project/Bid: T-shirts with a minimum of 50% recycled cotton in the fabric.

Funding Source:
GENERAL FUNDS

Received Date: 11/22/2016

Resubmittal Date(s):

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Set Aside	SBE/GS	100.00%

Reasons for Recommendation

An analysis of the factors contained in the project package, as well as, an analysis of Implementing Order 3-41 and the Verification to Bid process indicates a SBE-GS Set Aside is appropriate for this project. Verifications of Availability to Bid Letters were sent to the firms certified in the required Commodity Codes and seven (7) of them responded as being able to meet the project's requirements. There are seventeen (17) certified SBE firms in the applicable commodity codes.

Commodity Code: 20010-Athletic Clothing; 20056-Recycled Clothing; 20057-Shirts, Dress And Sport Type, Men'S; 20072-Uniforms, Cotton, Blends And Synthetic; Band, Fire; 20086-Uniforms, Cotton

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Athletic Clothing	SBE/GS	\$275,000.00	100.00%	
Total		\$275,000.00		

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 _____ Date 12/19/16