



## Small Business Development Division Project Worksheet

Project/Contract Title: SIGNS, BANNERS, & CONSTRUCTION PROJECT SIGNS

Received Date: 12/20/2016

Project/Contract No: RQID1700030

Funding Source:

Department: INTERNAL SERVICES

INTERNAL SERVICE FUNDS

Estimated Cost of Project/Bid: \$28,126.00

Resubmittal Date(s):

Description of Project/Bid: In accordance with Administrative Order 3-38, Internal Services Department (ISD), Design and Construction Services Division (DCS) is requesting approval to execute a confirmation purchase order for Acolite & Claude United Sign Co. in the amount of \$28,126.38 for the purchase of several signs, banners, and construction project signs. Purchases were originally quoted out under Contract No. 0800-0/1, but DCS failed to acknowledge the contract's expiration date.

### Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
No Measure	SBE/GS	

### Reasons for Recommendation

An analysis of Implementing Order 3-41, as well as, an analysis of the factors contained in the project package indicates a No Measure is appropriate as this is a confirmation purchase which was awarded to Acolite & Claude United Sign Co. for the purchase of several signs, banners and construction signs for the Internal Services Department, Design and Construction Services Division. There are five (5) certified SBE firms in the applicable commodity codes.

Commodity Code: 55062-Signs, Metal (Not Blanks); 55066-Signs: Plastic, Fiberglass And Polyethylene

### Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Signs, Metal (not Blanks)	SBE/GS			

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

Date