



Small Business Development Division Project Worksheet

Project/Contract Title: PUBLIC HOUSING ANSWERING SERVICE
Project/Contract No: RQID1700043
Department: PUBLIC HOUSING AND COMMUNITY DEVELOPMENT
Estimated Cost of Project/Bid: \$150,000.00
Funding Source: FEDERAL

Received Date: 01/13/2017

Description of Project/Bid: To establish an answering service for inbound calls for PHCD to provide messages for all incoming maintenance calls and dispatch urgent/emergency telephone calls from tenant which occur after work hours, to include unscheduled office closures (hurricanes, storms).
Resubmittal Date(s):

Contract Measures Recommendation

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

Reasons for Recommendation

An analysis of the factors contained in the project package, as well as the factors contained in Implementing Order 3-22 indicates a No Measure is appropriate for this contract due to the funding source (US HUD). There is one (1) SBE-G/S firm certified in the applicable commodity code.

Commodity Code: 91505-Answering/Paging Services

Small Business Contract Measure Recommendation

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
Answering/Paging Services	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