



Small Business Development Division

Project Worksheet

Project/Contract Title: Office Systems Reconfiguration Services

Received Date: 4/2/2020

Project/Contract No: RQID2000079

Funding Source: Various

Department: Internal Services

Estimated Cost of Project/Bid: \$753,000.00

Description of Project/Bid: The County is seeking to establish a contract for Office Systems Reconfiguration Services which include but are not limited to planning, reconfiguration, and repair services for various County departments on an as-needed basis. The selected Proposer shall provide supervision, tools, materials, transportation, and labor services to accomplish the modification and installation of Office Systems and associated furnishings, inclusive of corrective services, and systematic maintenance.

Contract Measures		
Measure	Program	Goal Percent
Selection Factor	SBE/GS	
Reasons for Recommendation		
An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates a Selection Factor is appropriate for this project.		
There is one (1) SBE certified firm under this commodity code.		
The Living Wage will apply.		
NIGP 93146 Furniture, Office, Maintenance and Repair, Including Refinishing and Reupholstering		

Living Wages: YES NO

Highway: YES NO

Heavy Construction: YES NO

Responsible Wages: YES NO

Building: YES NO

SBD Director

4/28/20
Date