



Small Business Development Division Project Worksheet

Project/Contract Title: LIBRARY MATERIALS RECOVERY & DEBT COLLECTION SERVICES
Project/Contract No: RQLB1400002
Department: INTERNAL SERVICES DEPARTMENT
Estimated Cost of Project/Bid: \$0.00

Received Date: 08/04/2014

Funding Source:
 COST NEUTRAL

Resubmittal Date(s):

Description of Project/Bid: To establish a contract for debt collection and material recovery services. Contractor will collect all outstanding library fees and materials on behalf of the MDPLS. Notifications will have the outstanding amounts owed in addition to a processing fee which will cover the cost of the Contractors fee.

Contract Measures Recommendation

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

Reasons for Recommendation

NO MEASURE - COST NEUTRAL

There will be no cost to the County; fees collected will cover the cost of this contract.

There are no SBE firms certified in the required Commodity Code.

Commodity Code: 94633-Collection Services

Small Business Contract Measure Recommendation

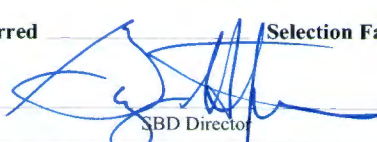
<u>Subtrade</u>	<u>Cat.</u>	<u>Estimated Value</u>	<u>% of Items to Base Bid</u>	<u>Availability</u>
	SBE			
Total				

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		8/5/14 Date