



Small Business Development Division Project Worksheet

Project/Contract Title: UPHOLSTERY AND REFURBISHING SERVICES

Received Date: 04/23/2018

Project/Contract No: RTQ-00917

Funding Source:

Department: INTERNAL SERVICES

MDAD, PROPRIETARY
FUNDS, LIB, DISTRICT,

Estimated Cost of Project/Bid: \$200,000.00

Resubmittal Date(s):

Description of Project/Bid: The purpose of this solicitation is to establish a list of prequalified Bidders for the purchase of vinyl seat covers, upholstery, and refurbishing services.

Contract Measures Recommendation

<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Bid Preference	SBE/GS	
No Measure	SBE/GS	
Set Aside (Up To 100k)	SBE/GS	

Reasons for Recommendation

The estimated value of contract RTQ-00917 is \$200,000.00 and this contract is for an ten (10) year period.

An analysis of the factors contained in Implementing Order 3-41, as well as, an analysis of the project package indicates the appropriate measures as noted below for this project.

SBE Set Aside shall be applied where there are three (3) or more certified firms available in the established pre-qualified pool.

Bid Preference shall be applied when there are less than three (3) certified firms available in the established pre-qualified pool.

A No Measure will apply when funding source is (FEDERAL).

There are eight (8) SBE Certified firms under these commodity codes.

Commodity Code: 265-Draperies, Curtains, And Upholstery Material ; 26500-Draperies, Curtains, And Upholstery Material (Including Automobile Upholstery); 26544-Material, Upholstery (Fabric), Furniture And Auto

Small Business Contract Measure Recommendation

	Cat.	Estimated Value	% of Items to Base Bid	Availability
Subtrade				
Material, Upholstery (Fabric), Furniture and Auto	SBE/GS			
Material, Upholstery (Fabric), Furniture and Auto	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.



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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