



# LOCAL VENDOR PREFERENCE POLICY



## Local Vendor Preference

- Originally adopted by the City Commission by Ordinance No. 001261 March 29, 2004 with an effective date of October 1, 2004
- Amended by ordinance No. 050896 on March 27, 2006 repealing the review and sunset clause so that the ordinance remains in force and effect



## Local Vendor Preference

- **Local business**
  - Physical address within the corporate city limits of the City of Gainesville
  - Valid business tax license issued by the City of Gainesville at least six months prior to bid or proposal opening date
- Preference shall not exceed 5% of the local business' total bid price, or in the case of an RFP or other process in which objective factors are used to evaluate responses, 5% of total evaluation points



## Local Vendor Preference

- **Exceptions to policy**
  - Goods or services provided under a cooperative purchasing agreement
  - Contracts for professional services procurement which are subject to the CCNA
  - Purchases funded in whole or part by governmental entities which prohibit application of a preference
  - Emergency or noncompetitive situations
  - Purchases with a cost of \$50,000 or less



## Local Vendor Preference: Peer Cities

	QUALIFYING CRITERIA	EXCLUSIONS	AMOUNT
<b>TALLAHASSEE</b>	Licensed & authorized to engage in business & maintained a permanent place of business with full-time employees within Leon, Wakulla, Gadsden or Jefferson County for a minimum of six months prior to date of bid	Purchases or contracts of \$10,000,000 or less Contracts subject to CCNA Government contracts which prohibit application of preference Emergency purchases	5% for purchases under \$250,000 3% for purchases \$250,000 - \$500,000 2% for purchases over \$500,000 Maximum cost differential \$25,000
<b>PORT ST LUCIE</b>	Fixed office or distribution point within St. Lucie, Indian River, Martin or Okeechobee County for at least one year prior to date of bid. The office must be staffed. Must hold a business tax receipt from City of Port St. Lucie.	Not applicable where prohibited by federal or State law, or under conditions of a grant. Contracts subject to CCNA	If local bid is within 5% of responsive non-local bid, local business shall have the opportunity to match the lowest bid For RFPs based on qualifications, 5% of the total score of the local business
<b>MIRAMAR</b>	Office within city limits. A vendor located outside City limits shall be considered equivalent to a Miramar vendor & accorded the same preference if it employs a minimum of 10 full-time equivalent Miramar residents or Miramar residents constitute 20% of the company's local (Broward & Miami-Dade) workforce, whichever is larger	Not applicable where prohibited by federal or State law, or under conditions of a grant.	5% of any bid or 5 points of any proposal score



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	QUALIFYING CRITERIA	EXCLUSIONS	AMOUNT
MIAMI BEACH	For at least one year prior to the bid the vendor must hold a valid business tax receipt and have either its headquarters in the City or a place of business in the City at which it produce the goods or perform the services to be purchased	Not applicable where prohibited by federal or State law, or under conditions of a grant. Government contracts which prohibit application of preference	If local bid is within 5% of responsive non-local bid, local business shall have the opportunity to match the lowest bid For RFPs based on qualifications, 5% of the total score of the local business
LAKELAND	Principal place of business must be located within City limits	Not applicable where prohibited by federal or State law, or under conditions of a grant.	Not to exceed 2% up to a maximum of \$10,000
HOLLYWOOD	Must have a business tax receipt, and primary permanent place of business must be within City limits for a minimum of one year prior to the date of the bid	Not applicable where prohibited by federal or State law, or under conditions of a grant. Cooperative purchases	If local vendor bid is within 5% of the lowest bid, vendor will have the option to submit another bid which is at least 1% lower than the lowest bid <b>SET ASIDE:</b> Electrical, fencing, janitorial, landscaping, painting, sprinkler/irrigation, and welding services shall be procured by set-aside if estimated annual cost is less than \$100,000 and there are a minimum of 3 local vednors that can provide the service.





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	QUALIFYING CRITERIA	EXCLUSIONS	AMOUNT
CAPE CORAL	Offices located in City of Cape Coral or in Lee County (see amount)	Not applicable where prohibited by federal or State law, or under conditions of a grant. CCNA Emergency purchases	Local vendor with the lowest bid shall have the opportunity to match the bid from the lowest non-local vendor provided the local bid does not exceed the non-local bid by: Main office in the City of Cape Coral 10% Regional office in the City of Cape Coral 7.5% Main business office in Lee County 5% Regional office in Lee County 2.5%
OCALA	Has headquarters, manufacturing facility, a locally owned franchise or operating branch physically located within Marion County, and Been in operation in Marion County for at least one year prior to bid, and Paid busiess or property tax to the City of Ocala or to Marion County for the most recent year, and If using subcontractors, will use only subcontractors who meet the requirements above	Not applicable where prohibited by federal or Cooperative purchases Purchases less than \$35,000 Piggybacking CCNA Procurements subject to formal proposal (RFP, ROQ, ITN) vs a straight bid (ITB) where price may not be part of the evaluation criteria	Not to exceed 5% for purchases bewteen \$35,000 and \$250,000 Not to exceed 3% for purchases between \$250,000 and \$500,000 Not to exceed 2% for purchases over \$500,000



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	QUALIFYING CRITERIA	EXCLUSIONS	AMOUNT
MARION COUNTY	<p>A person, firm, or corporation which:                      Has its headquarters, manufacturing facilities, or locally owned franchise located in the legal boundaries of Marion County for at least one year prior to the date of the bid, and 30% or more of its full-time employees have primary residences within Marion County, and The owner or principal officer of such local vendor maintains a primary residence within Marion County</p>		<p>If the low bid is non-local and the second low bid is local and within 10% of the low bid, the low bidder and the second low bidder will have the opportunity to present a best and final offer</p>
PEMBROKE PINES	<p><u>Local Pembroke Pines bidder</u> - Permanent place of business with full-time employees within City limits one year prior to date of bid. The business location must actually distribute goods or services from that location. Must also have a current business tax receipt.  <u>Local Broward County bidder</u> - Permanent place of business with full-time employees within County one year prior to date of bid. The business location must actually distribute goods or services from that location. Must also have a current business tax receipt from Broward County or the City within Broward County where the business resides.</p>	<p>Not applicable where prohibited by federal or State law, or under conditions of a grant.                      Cooperative purchases                      Piggybacking                      Sole source/single source purchases                      Emergency purchases                      Cooperative purchases</p>	<p><u>Pembroke Pines bidder</u> - If a local Pembroke Pines bidder submits a bid that is within 5% of the lowest submitted by any vendor, the local bidder shall have an option to submit another bid which is at least 1% lower than the lowest responsive bid.  <u>Broward County bidder</u> - If a local Broward County bidder submits a bid that is within 2.5% of the lowest submitted by any vendor, the local bidder shall have an option to submit another bid which is at least 1% lower than the lowest responsive bid.                      If both Pembroke Pines and Broward County bidders participate, the Pembroke Pines bidder will have first option. If they cannot beat the low bid by 1%, the opportunity to do so will go to the Broward County bidder.</p>





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FORT LAUDERDALE	<p><b>Class A business</b> - Agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the city limits <i>and</i> shall maintain a staffing level for the proposed work of at least 50% residents of the City</p> <p><b>Class B business</b> - Agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the city limits <i>or</i> shall maintain a staffing level for the proposed work of at least 50% residents of the City</p> <p><b>Class C business</b> - Agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of Broward County</p>	<p>Proposal in excess of \$1,000,000</p> <p>Not applicable where prohibited by federal or State law, or under conditions of a grant.</p> <p>Emergency purchases</p> <p>Sole source purchases</p> <p>Cooperative purchases</p>	<p>For purchases over \$50,000 via an RFP, ITB, RFQ, or other competitive process, local vendors shall receive the following preferences:</p> <p>Class A business - 10%</p> <p>Class B business - 7.5%</p> <p>Class C business - 5%</p>
ALACHUA COUNTY	<p><b>NO ORDINANCE - EVALUATION HANDBOOK</b></p> <p>Firms with established local presence &amp; staff that will be directly involved in the project.</p> <p>Local firm: Has a staffed &amp; equipped office that has been engaged in the business solicited for in Alachua County for at least 12 months prior to the bid advertisement. Must hold all business licenses required. Must employ at least one full-time employee, or part-time employees equivalent to one FTE, whose primary residence is Alachua County</p>		10 points