

## Review of Small Business Enterprise Program

February 26, 2007  
City Auditor's Office

### CURRENT POLICIES

#### Local Preference Ordinance #001261

Allows preference to any *local vendor* providing certain goods/services to City based on geographical factors

#### Resolution 970214

Relates to the *Local Minority* Business and *Local Small* Business Procurement Program

## CURRENT POLICIES

### Purchasing Policy- Small Business Program Component

- Allows waiver of competitive bids for first-time orders with a SBE
- \$10,000 maximum purchase

## Local Preference Ordinance No. 001261

Effective: October 1, 2004

Intent : Funds generated in the community should, to the extent possible, be placed back into the local economy

Applies to most purchases over \$50,000

#### Exceptions

- cooperative purchasing agreement
- professional services subject to the Consultant's Competitive Negotiation Act
- purchases funded by a governmental entity
- emergency or non-competitive situations
- purchases of \$50,000 or less.

## Local Preference Ordinance No. 001261

### Vendor Eligibility:

- Hold valid City occupational license at least 6 months prior to bid/proposal opening date; and
- Operate their business within City limits

### Preference Amounts:

- 5% of local business' total bid price (\$25,000 limit), or
- 5% of the total evaluation points, if factors other than price are taken into account

## Local Preference Ordinance No. 001261

### Fiscal Impact

	<u>FY 05</u>	<u>FY 06</u>
GRU	\$19,165	0
GG	0	0

**Resolution 970214 - Local Minority Business & Local Small Business Procurement Program**

Effective: July 27, 1997

**Primary Objective:**

- To encourage development of local minority and local small businesses, and the diversification of goods and services provided by such businesses

**Resolution 970214 - Local Minority Business & Local Small Business Procurement Program**

**Policies Established**

- Ensure non-discrimination in all aspects of City's contracting and procurement programs
- Develop programs to create significant opportunities for eligible local minority and local small businesses to participate, on a nondiscriminatory basis, in business transactions of the City
- Assist the development of firms that can successfully compete in the marketplace outside this program

## Resolution 970214 - Local Minority Business & Local Small Business Procurement Program

### 2005 Program Revisions

- Emphasizes maximizing opportunities for local small businesses to compete for City purchases
- Requires bidders/proposers to make Good Faith Efforts to maximize utilization of local small business subcontractors
- Requires Equal Opportunity Assurance

## PROGRAM STRUCTURE

General Government Activities

GRU Activities

Equal Opportunity Office

## General Government Activities

### **Department of Economic Development**

Goal: Promote small and minority business growth, development and expansion

- Workshops
- Counseling
- Technical Assistance

Staff: Small & Minority Business Development & Procurement Coordinator

## General Government Activities

- Serve as City's point of contact for business community
- Promote local business participation in City's procurement process
- Assist businesses in navigating through local government
- Administer regulated small, minority and women-owned business contracting programs
- Provide one-on-one assistance
- Host workshops helping businesses start and grow
- Refer to various area business assistance providers such as SCORE and Small Business Development Center