



Legislation Text

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Local Minority Business and Local Small Business Procurement Program

A copy of the proposed City of Gainesville Local Minority and Local Small Business Procurement Program (MBE/SBE Program) is submitted for your information. The MBE/SBE Program is targeted towards minority businesses and small businesses that are located within the corporate limits of the City of Gainesville. The term minority as defined in the Program is "a person who is both socially and economically disadvantaged which includes, but is not limited to, individuals who have been subjected to racial, ethnic, cultural or gender-bias" A small business is defined as "an independently owned and operated business concern that employs 100 or fewer permanent full-time employees and that together with its affiliates, has a net worth of not more than \$3 million"

The main objective of the MBE/SBE Program is to identify, encourage participation by, and then utilize local minority businesses and local small businesses whenever possible. The basic components include:

1. aggressive outreach through workshops, advertising, working with other public entities and with local contractors;
2. identification of local minority businesses and local small businesses, provision of information on the commodities and services purchased by the City, and assistance with understanding insurance and bonding requirements, access to public records, filling out forms, etc.;
3. review of the City's procurement efforts, including review of projects for possible division into smaller segments, review of insurance requirements for unnecessary restrictive limitations, review of bids for unnecessary restrictive specifications and input from local businesses;
4. work with general government departments who have purchasing opportunities by educating them regarding the Program, providing them with a list of qualified local minority businesses and local small businesses;
5. prepare and maintain a directory of local minority businesses and local small businesses;
6. report statistics; and
7. graduate businesses from the Program.

A Minority Business Enterprise Coordinator will be hired in the Purchasing Division who will be responsible for the day-to-day administration of the MBE/SBE Program. Goals have not yet been set because figures on current utilization of local minority businesses and small businesses have not historically been captured. The initial task of the MBE Coordinator will be to verify minority and small business status of vendors currently on the City's electronic vendor file and to update the file. Reports of utilization will then be available and accurate. Once statistics are evaluated regarding current usage, a realistic goals program will be implemented and adjusted annually, as warranted.

Funds for this program are available in the Finance Department budget.

The City Commission adopt a Resolution establishing a Local Minority Business and Local Small Business Procurement Program.