

## **LOCAL PREFERENCE CRITERIA FOR VENDORS**

**FILE: DJFD**

**TITLE: Local Preference Criteria for Vendors**

**POLICY:**

The purpose of this policy is to support the commitment of the School Board of Orange County, Florida ("Board") to engage local businesses for procurement of construction and related professional services within the district. This policy provides a local preference to certain Vendors with established offices located in the Orlando Standard Metropolitan Statistical Area ("Orlando SMSA") for a minimum of five (5) years when evaluating the most qualified Vendor for the acquisition of construction and related professional services consistent with the Consultant's Competitive Negotiation Act ("CCNA").

The Board desires that funds generated in the community be placed back into the local economy as is practicable. Therefore, the Board has determined it is in its best interest to give a preference to Vendors with a local presence located in the Orlando SMSA relative to procurement of construction and related professional services within the district.

- (1) Definitions. For purposes of this policy, the following definitions shall apply:
  - (a) "Affidavit" shall mean a Board Local Presence Affidavit of Eligibility.
  - (b) "Board" shall mean the School Board of Orange County, Florida.
  - (c) "Construction and related professional services" shall mean professional construction management, design builders, program management, architectural, engineering, landscape architectural or surveying, and mapping services.
  - (d) "CCNA" shall mean the Consultant's Competitive Negotiation Act, Section 287.055, Florida Statutes.
  - (e) "Established Office" shall mean a fully staffed physical business location able to provide services for a designated project or Board requirement.
  - (f) "Joint Venture" shall mean a business undertaking by two or more persons or entities engaged in a single defined project, the necessary elements of which include: (i) a written agreement; (ii) a common purpose the parties intend to carry out; (iii) shared profits and losses and the percentage of profits each party will realize; and (iv) each party's/member's equal voice in controlling the project.
  - (g) "OCPS" shall mean Orange County Public Schools, Orange County, Florida.

- (h) "RFQ" shall mean a Request for Qualification.
- (i) "Orlando Standard Metropolitan Statistical Area" or "Orlando SMSA" shall mean the area, according to the United States Department of Census, which includes the counties of Orange, Seminole, Osceola, and Lake.
- (j) "Vendor" shall mean collectively, any firm, business, or other entity.
- (k) "Vendors with a Local Presence" shall mean Vendors with an established office in the Orlando SMSA five (5) years prior to an RFQ submittal date.

(2) Eligibility.

In order to be considered for local preference, the Vendor must provide to OCPS a completed Affidavit with the Vendor's proposal or response to a competitive solicitation. The Affidavit will be reviewed and evaluated by OCPS Procurement Services Department staff to determine the Vendor's responsiveness to the required criteria.

(3) Local Preference in Selection Criteria.

- (a) In the short-listing stage of the evaluation process for the procurement of contractual and related professional services, one total score will be assigned by the OCPS Procurement Services Department for local preference. With the exception of joint ventures, the score will be a zero (0) for Vendors that do not meet the local preference criteria and twenty (20) (or the highest score specified) for Vendors that do meet the local preference criteria. A weighted factor of ten percent (10%) of the local preference score shall be applied to such score to arrive at the total score for local preference.
- (b) If the Vendor is submitting its RFQ as a Joint Venture and if only one of the parties of the Joint Venture meets the criteria for local preference, the Joint Venture will receive a percentage of the points based on the percentage of the profits specified in their Joint Venture agreement.

**SPECIFIC AUTHORITY:**

Sections 287.055, 1001.43, and 1013.45, Florida Statutes

ADOPTED: 12/13/11  
REVISED: 6/23/15