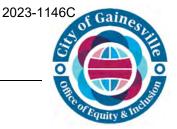


# **City of Gainesville**



## Office of Equity & Inclusion

### **Small Business Efforts Checklist**

Department to complete and include in backup documents for purchases over \$100,000 that require City Commission approval.

1.Formal Bid through Procurem	ent Type (i.e. ITB, etc.):	Bid #:
Bid Name:		
Category:		
Supplemental Bidder List inc	Yes No	
	al Bidders:	
Bid(s) submitted by *S/W/M	Yes No	
Is recommended award to a S	Yes No	
Awardee Name:	Amount:	
Was the 5% preference awar	ded to qualified small business?	
Was an applicable Bidder Lis	st sufficient to generate adequate n	number of responses:
City's Diversity	Business Management System	
State of Florida		
Florida Departm		
Requesting Depart	artment Personnel	
☐ Internet		
Online Trade Jon	urnals	
Online Profession	onal Associations	
Other:		
Was the Local Small Busines	ss Procurement Program Coordinat	tor contacted to obtain a list of available vendo
☐ Yes ☐ No		
		was new potential sources sought out if low res
∏ Yes ☐ No		



# City of Gainesville

## Office of Equity & Inclusion



Identify or explain other Good Faith Efforts undertaken for this procurement to ensure that S/M/W/SDVOBs had the maximum opportunity to compete for the solicitation to provide goods and/or services.

had the maximum opportunity to con	npete for	the solicitation to provide go	oods and/or services	
Trade shows, exhibits, and convention	ons			
State and federal Procurement contra	acts			
May add the County's small busines	s listing a	as a resource		
2. Method of Source Selection Form	Type:	☐ Continuing Contracts	Sole Source	Specified Source
Was this Method of Sole Source posted on regarding the procurement of construction immediate availability to complete this work.	manager	at risk services. Other: Oeli		_

\*S=Small, W=Woman, M=Minority, SDVOB=Service Disabled Veteran Owned Business