

Efforts to Increase Small Business Opportunities

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

Purchase is based upon (selection section 1 or 2 to complete):

☒ **1. Formal Bid through Procurement**

Type (i.e. ITB, etc.): ITB

Bid #: FMGT-240013-GD

Bid Name: Grounds Maintenance for the Gainesville Empowerment Center

Category: _____

Supplemental Bidder List included S/W/M/SDVOBs: ☒ Yes ☐ No

List Sources for Supplemental Bidders: Equity & Inclusion

Bid(s) submitted by *S/W/M/SDVOBs: ☒ Yes ☐ No

Is recommended award to a S/W/M/SDVOB: ☒ Yes ☐ No

Awardee Name: Big Sherm _____ Amount: \$188,600 for a 5-year contract

Was the 5% preference awarded to qualified small business? No

Was an applicable Bidder List sufficient to generate adequate number of responses: ☒ Yes ☐ No

☒ [City's Diversity Business Management System](#)

☐ [State of Florida Certified Vendor Directory](#)

☐ [Florida Department of Transportation Directory](#)

☒ Requesting Department Personnel

☐ Internet

☐ Online Trade Journals

☐ Online Professional Associations

☐ Other: _____

Was the Local Small Business Procurement Program Coordinator contacted to obtain a list of available vendors?

☒ Yes ☐ No

Was a phone survey conducted to determine interest level and was new potential sources sought out if low response anticipated?

☐ Yes ☒ No

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. The solicitation was distributed through Demandstar to 182 unique suppliers. 34 Suppliers downloaded the bid package.

Trade shows, exhibits, and conventions

State and federal Procurement contracts

May add the County's small business listing as a resource

☐ **2. Method of Source Selection Form**

Type: ☐ Continuing Contracts

☐ Sole Source

☐ Specified Source

Was this Method of Sole Source posted on Demandstar or GovSpend? : _____ Other: _____

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