

City of Gainesville

2024-538B Gaines Like O Gaines

Office of Equity & Inclusion

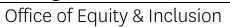
Small Business Efforts Checklist

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

ase is based upon (selection section	1 or 2 to complete):	
1.Formal Bid through Procuren	Type (i.e. ITB, etc.):	Bid #:
Bid Name:		
Category:		
Supplemental Bidder List in	☐ Yes ☐ No	
List Sources for Supplement	tal Bidders:	
Bid(s) submitted by *S/W/N	Yes No	
Is recommended award to a	Yes No	
Awardee Name:	Amount:	
Was the 5% preference awar	rded to qualified small business? _	
Was an applicable Bidder L	ist sufficient to generate adequate	number of responses:
City's Diversity	Business Management System	
State of Florida	Certified Vendor Directory	
Florida Departr	nent of Transportation Directory	
Requesting Dep	partment Personnel	
☐ Internet		
Online Trade Jo	ournals	
Online Professi	onal Associations	
Other:		
Was the Local Small Busine	ess Procurement Program Coordina	ator contacted to obtain a list of available vendor
Yes No	0	
Was a phone survey conduc anticipated?	ted to determine interest level and	was new potential sources sought out if low resp
□ Ves □ N	0	



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had the maximum opportunity to co	mpete for	r the solicitation to provide go	oods and/or services	•
Trade shows, exhibits, and conventi	ons			
State and federal Procurement contr	racts			
May add the County's small busines	ss 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 Other:	Demand	star or GovSpend? : <u>No, doin</u>	g so would be a viol	lation of CCNA

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