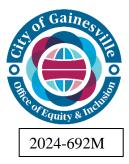


## **City of Gainesville**

Office of Equity & Inclusion



Small Business Efforts Checklist						
Department to complete and include in backup documents for purc	hases 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.	): <u>RFP</u> Bid #: <u>CMGR-250016-DH</u>					
Bid Name: State Legislature Lobbyist Firm						
Category: Lobbying Services						
Supplemental Bidder List included S/W/M/SDVOBs:	🖾 Yes 🗌 No					
List Sources for Supplemental Bidders: Department, B2C	<u>i</u>					
Bid(s) submitted by *S/W/M/SDVOBs:	🖾 Yes 🗌 No					
Is recommended award to a S/W/M/SDVOB:	🗌 Yes 🛛 No					
Awardee Name: Becker & Poliakoff Amount: <u>\$252,000 (3 years)</u>						
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 A 6/14/24 email was sent to OEI notifying them of the solicitation						
Was a phone survey conducted to determine interest level and was new potential sources sought out if low response						

Yes No A phone survey was not conducted by Procurement

anticipated?





## 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.

Trade shows, exhibits, and conventions

State and federal Procurement contracts

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

**Procurement researched B2G** 

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