

LOCAL VENDOR PREFERENCE ELIGIBILITY AFFIDAVIT

Policy: The City has a significant interest in encouraging the creation of employment opportunities for its residents and for businesses located within the City. As a purchaser of goods and services, the City will benefit from expanded job and business opportunities for its residents and businesses through additional revenues generated by its activities. It is in the interest of the City and its residents to give preference on eligible local projects to those eligible Prospective Providers who have direct physical and economic relationships with the City.

Definition: A "Local Vendor" or "Local Business" means any corporation, partnership, sole proprietorship, franchise, or other business form which:

- 1 Has its headquarters, distribution point, retail location, locally-owned franchise, or place of business within the territorial limits of the city, where work and business is and has been regularly conducted for at least six (6) months immediately prior to the issuance of the request for competitive proposals by the city; and
- 2 Holds all business or professional licenses required by state law, county ordinance, and city ordinance at the location within the city for at least six (6) months immediately prior to the issuance of the request for competitive proposals by the city.

Application of Local Preference to Specific Procurement Activity: In an effort to nurture small and large businesses, create jobs, boost local economic activity, and tax revenue, the City will grant the lesser of a five (5%) per cent or five (5) point local preference to all otherwise responsive and responsible vendors who have an actual physical presence and direct economic relationship within the City. This provision is applicable only to the City's acquisition of materials, equipment, or services through the Request for Proposal (RFP) or Request for Qualification (RFQ) processes as defined in the City's Municipal Code.

Method of Granting Local Preference:

- 1 Each corporation, partnership, sole proprietorship, franchise, or other business form seeking Local Preference Points under this section shall certify under oath that it is eligible to receive the Local Preference Points as set forth above as a part of the submission of its proposal or bid to the City and, in the event the affidavit or other declaration under oath is determined to be false, such business shall be deemed "non-responsive" and shall not be considered for award of the applicable Contract by the Manager of Contracts and Procurement.
- 2 Any local vendor who has been determined by the Manager of Contracts and Procurement to be otherwise responsive and responsible, which also provides proof of its local status under oath will receive the lesser of a five (5%) percent or five (5) point preference added onto its final total evaluated score.

Local Preference shall not apply to any of the following:

- 1 Procurement methods other than a Request for Proposal (RFP) or Request for Qualification (RFQ) process as provided in the City's Municipal Code; or
- 2 Procurements for which State or Federal law, Federal Grant provisions, or other funding source prohibits granting a Local Vendor Preference; or
- 3 Goods and services provided under a Cooperative Purchasing Agreement or Piggyback Contracts; or
- 4 Emergency Procurements, and Single or Sole Source Procurements.

My/Our company is a: Sole Proprietor Corporation Partnership Joint Venture

Company Name: _____

Primary or H. Q. Address: _____

Address: _____

City / State / Zip: _____

Number of Years at address above: _____

Local Preference Eligibility Address: _____

Address: _____

City / State / Zip: _____

Number of Years at local address: _____

Name: _____

Title: _____

Email Address: _____

Cell Phone Number: _____

Signature: _____

Date: _____

Proof of East Point address must be provided with affidavit. Affix Notary Seal below: