

**Local Preference Criteria for Vendors Policy DJGB**

To support the Board’s commitment to engage local businesses for procurement of construction and related professional services within the OCPS district. This policy provides a local preference to certain Vendors with established offices located in the SMSA for a minimum of five (5) years when evaluating the most qualified Vendor for the acquisition of construction and related professional services consistent with the CCNA.

The Board desires that funds generated in the community be placed back into the local economy as is practicable. Therefore, the Board has determined it is in its best interest to give a preference to Vendors with a local presence located in the SMSA relative to procurement of construction and related professional services within the OCPS district. .

**WRITTEN STATEMENT REQUESTING LOCAL BUSINESS STATUS**

The policy provides a local preference to certain Vendors with an established office located in the SMSA for a minimum of five (5) years when evaluating the most qualified Vendor for the acquisition of construction and related professional services consistent with the CCNA.

I, \_\_\_\_\_, am an authorized representative of \_\_\_\_\_ (name of business) and on behalf of the business request that it be deemed to be a local business for purposes of the Orange County School Board “Local Preference” policy. Answering yes to questions 1, 2, and 3 listed below will qualify the business as a local business. In support of this request I certify the following information as being true and correct:

Firm Name(s):			
1.	Does your firm have an established office in one of the following Florida counties: Orange, Seminole, Lake, or Osceola?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Address: _____ City: _____ State: _____ Zip: _____ County: _____
2.	Does your firm have an established office in one of the following Florida counties: Orange, Seminole, Lake, or Osceola and has been in operation for more than five (5) years prior to RFQ submittal date?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Number of years office has been established in SMSA: _____
3.	Does your firm have an established office in one of the following Florida counties: Orange, Seminole, Lake, and Osceola which is capable of providing all required services for this project?	<input type="checkbox"/> YES <input type="checkbox"/> NO	List the number employees assigned to this office. Please state their titles and status (full time or part time)* No.: _____ 1. _____ 2. _____

**\*note:** If needed please use a separate sheet.

I understand that misrepresentation of any facts in connection with this request may be cause for disqualification for the selection process and subject for suspension or debarment. I also agree the business is required to notify the Orange County School Board in writing should it cease to qualify as a local vendor.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_ County: \_\_\_\_\_

Subscribed and sworn to this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before the undersigned Notary Public

\_\_\_\_\_  
 NOTARY PUBLIC, STATE OF FLORIDA