

BOARD OF COMMISSIONERS OF
HENRY COUNTY, GEORGIA

RESOLUTION NO. 17- 286

A Resolution of the Board of Commissioners
Request for the Approval of the Supplier Inclusion Program Policy

WHEREAS, the Henry County Board of Commissioners desires to communicate the strong commitment to the promotion of procurement opportunities for small, local, veteran-owned, Disadvantaged Business Enterprise (DBE) and female-owned business enterprises; and,

WHEREAS, this program includes goals that will promote opportunities and remove obstacles of participation for small, local, veteran-owned, DBE and female-owned business enterprises; and,

WHEREAS, no funding is required to implement this program; and,

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Henry County approves the attached Supplier Inclusion Program Policy. The Chairman or County Manager are hereby authorized to execute all appropriate documentation to enact this program.

This 19 day of Sept, 2017.

HENRY COUNTY BOARD OF COMMISSIONERS

BY: June Wood
June Wood, Chair

ATTEST:

Stephanie Braun
Stephanie Braun, County Clerk

**Henry County Board of Commissioners
Purchasing Department
Supplier Inclusion Program Policy
September 8, 2017**

The Henry County Board of Commissioners recognizes the benefit of creating an equal opportunity for all vendors to participate in the County's procurement process, and the County is committed to diversity and non-discrimination in its business operations. Accordingly, Henry County will make a good-faith effort to utilize local businesses, veteran-owned business, small business enterprises, DBE businesses and female-owned businesses throughout the procurement process. This effort does not equate to a quota or set percentage, and all efforts to contact and engage local businesses, veteran-owned business, small business enterprises, DBE businesses and female-owned businesses will be fair and impartial. No preference will be given to any business group or classification, and this program is being created to ensure that the identified business groups have the unimpeded ability to compete in the bidding process and to do business with Henry County.

The Supplier Inclusion Program's main objectives include, but are not limited to the following:

- For goods and services that require a formal solicitation (greater than or equal to \$50,000), recognition will be given to the vendor business classification as specified by the submitter in the bid response.
- Bidders will be encouraged by the Purchasing Department to identify primary and second-tier suppliers and subcontractors that are local, or veteran-owned, or small, or DBE or female-owned business enterprises for the project being bid.
- Henry County will conduct sealed bids for commodity purchases that are available through State and cooperative purchasing contracts when the requested commodity can be sourced through a local, veteran-owned, small, DBE or female-owned business.
- For purchase requests that fall below the formal solicitation threshold (less than \$50,000), the utilization of a diverse supplier base comprised of, but not limited to local, small, DBE and female-owned business enterprises will be an objective facilitated and emphasized by the Purchasing Department.
- The Purchasing Department will host quarterly vendor workshops in order to communicate the available business opportunities with Henry County to the vendor community and to expand and diversify the supplier base that is used to source County purchases.

For the purposes of the Supplier Inclusion Program, the following shall apply:

- Local vendors, as defined in the Henry First Initiative, must operate and maintain a regular place of business within the geographical boundaries of Henry County, must have a current occupational tax certificate, must have paid all real and personal taxes owed the County and must certify its compliance with the Georgia Security and Immigration Act.

- Small businesses are defined by size standards and can be found in Title 13 of the Code of Federal Regulations (CFR), Part 121, and are broken down by the different categories of business enterprises.
- DBE businesses, as defined by the Georgia Department of Administrative Services, shall be certified by the Georgia Department of Transportation and shall consist of five (5) minority groups: Asian American, Native American, African American, Hispanic /Latino and/or Pacific Islander.
- A female-owned business is a business in which a female owns a minimum of 51% of the business and also holds the highest position at the company and is active in the daily management and strategic direction of the company.
- A veteran-owned business is a business in which a veteran owns a minimum of 51% of the business and also holds the highest position at the company and is active in the daily management and strategic direction of the company. Title 38 of the Code of Federal Regulations defines a veteran as "a person who served in the active military, naval, or air service and who was discharged or released under conditions other than dishonorable." This definition explains that any individual that completed a service for any branch of armed forces classifies as a veteran as long as they were not dishonorably discharged.

Henry County

EXECUTIVE SUMMARY

BOARD OF COMMISSIONERS MEETING

DIVISION:

Meeting Date:

Department Requesting Agenda Item:

Action Type:

Action requested by BOC

For informational purposes only

Attachments/Exhibits for Agenda Item:

Presenter:

Agenda Item:

Background:

Please find attached a copy of the Supplier Inclusion Program Policy. This program is intended to communicate the commitment from the Henry County Board of Commissioners to promote procurement opportunities for small, local, DBE and female-owned business enterprises that wish to do business with Henry County. This program includes goals that will promote opportunity and remove obstacles for participation from the above-listed groups.

The recommendation is to approve the attached Supplier Inclusion Program Policy.

No funding is required to implement this program.

Additional Comments / Recommendation:



**HENRY COUNTY
BOARD OF COMMISSIONERS**

Approval Sheet for Agenda Items

DEPARTMENT: Purchasing

MEETING DATE: 9/19/2017

AGENDA ITEM: **Supplier Inclusion Program Policy**

Department Director Signature: *Paul Gray* DATE: 9/13/17
Comments:

Budget Director (If Applicable): _____ DATE: _____
Comments:

Purchasing Director (If Applicable): *Paul Gray* DATE: 9/13/17
Comments:

County Attorney Signature: *[Signature]* DATE: _____
Comments:

County Manager Signature: *[Signature]* DATE: _____
Comments:

Received in County Clerk's Office by: _____ Date: _____