

Memorandum



Date: December 18, 2015
To: Department Directors
From: Carlos A. Gimenez
Mayor
Subject: Changes in Goods and Services Ordinance

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez", written over the printed name in the header.

Small Business Development (SBD), a division of the Internal Services Department, is responsible for the administration of the Miami-Dade Small Business Enterprise Goods and Services Program, Section 2-8.1.1.1.1 of the Code of Miami-Dade County (the Code), and its Implementing Order 3-41. On September 16, 2015, the Board of County Commissioners approved legislative amendments as follows:

The Goods and Services Program is now divided into a Goods Program (Section 2-8.1.1.1.2 of the Code) and a Services Program (Section 2-8.1.1.1.1 of the Code). In addition to the existing certification requirements, new requirements include the following:

- A Small Business Enterprise (SBE) providing goods or services must have a valid business tax receipt issued by Miami-Dade County at least one (1) year prior to certification, and an actual place of business, not a virtual office, in Miami-Dade County.
- The personal net worth of any of a firm's owner(s) cannot exceed \$1,500,000, exclusive of: (a) the primary residence for which there is a homestead exemption; (b) the value of the business; and (c) funds invested in an individual retirement account "IRA", 401K, pension, or other official retirement account.
- Firms decertified for non-submittal of documents will be eligible to reapply for recertification immediately upon submittal of missing documents.

Additionally, tiers have been added to the Small Business Programs based on a firm's average three year gross revenues, to provide opportunities to all certified firms to compete for contracts among each tier and provide percentage incentives to assist when competing against larger firms. Please see Attachment A on the following page for detail. Departments are responsible for applying the preferences accordingly. Please confirm with your departmental personnel that they can handle these tasks.

SBD has communicated this information to your department liaisons, and is available for technical support and questions.

Your cooperation and support are appreciated as SBD continues to expand opportunities for small businesses to participate in County contracting. Should you have any questions, please contact Vivian Walters, Jr. at 305-375-3138.

Attachment

c: Office of the Mayor Senior Staff
Tara Smith, Director, Internal Services Department
Miriam Singer, Senior Assistant Director, Internal Services Department
Gary T. Hartfield, Division Director, Small Business Development
Vivian Walters, Jr., Internal Services Department
Charles Anderson, Commission Auditor

Attachment A

| | MICRO TIER 1 | MICRO TIER 2 | TIER 3 |
|---|---------------------|---|---|
| Gross Receipts Size Standards | \$0 - \$750K | \$750.01K - \$2 Million Wholesalers up to 15 Employees (Goods Only) Manufacturers up to 50 Employees (Goods Only) | \$2.01 Mil - \$5 Million Wholesalers between 16 and 50 Employees (Goods Only) Manufacturers between 51 and 100 Employees (Goods Only) |
| Set-Asides up to \$100K (All SBE goods & services are eligible for Set-Asides) | Bid Preference 10% | Bid Preference 5% | Bid Preference 0% |
| Set-Asides Over \$100K | \$0 - \$750K | \$750.01K – \$2 Million Tier 1 Bid Preference 10% | \$2.01 Million – \$5 Million Tier 1 Bid Preference 10% Tier 2 Bid Preference 5% |
| Bid Preference up to 100K when not Set-aside | 10% | 10% | 5% |
| Bid Preference From \$100K – \$1Million | | All Tiers 10% | |
| Bid Preference Over \$1Million | | All Tiers 5% | |