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## **Local Vendor Preference for the Purchase of Supplies, Services, and Equipment**

### **1. PURPOSE**

To encourage the purchase of supplies, services, and equipment from vendors located within the boundaries of the City of Concord.

### **2. POLICY**

As requests for the purchase of supplies, services, and equipment are received, it is recognized that procuring these from vendors located within the City of Concord promotes a healthy local economy and, therefore, benefits Concord's citizens as a whole. Procurement should seek to involve local vendors to the maximum extent possible while still complying with Chapter 2, Article VIII of the City of Concord Municipal Code.

### **3. LOCAL VENDOR DEFINITION**

A local vendor is defined as a business with a physical location within the boundaries of the City of Concord and who maintains a current City of Concord business license.

### **4. REQUIREMENTS**

- 4.1 The City will actively seek to identify local vendors interested in doing business with the City of Concord.
- 4.2 The price bid by Concord vendors will be adjusted by five percent (5%) when prices are compared in the bidding process.
- 4.3 The local vendor preference shall be applied to a maximum of \$100,000 per bid including all costs, except sales tax.

### **5. EXCEPTIONS**

This policy shall not apply to the following purchases or agreements:

- 5.1 Goods, equipment, or services provided under a cooperative purchasing agreement.
- 5.2 Purchases or agreements which are funded in whole or in part by a governmental entity, and the laws, regulations, or policies governing such funding prohibit application of that preference.
- 5.3 Purchases for goods, equipment, or services made or agreements let under emergency situations.
- 5.4 Public projects governed under the State of California Public Contract Code.
- 5.5 Professional or consultant services.
- 5.6 Sole source purchases.
- 5.7 Purchases of supplies, services, and equipment not requiring bids.
- 5.8 Application of the local vendor preference to a particular purchase, agreement or category of agreements for which the City Council is the awarding authority may be waived at the City Council's discretion.