DOING BUSINESS
WITH FRANKLIN COUNTY
FOR SMALL & EMERGING
BUSINESS ENTERPRISES

Commissioners
Kevin L. Boyce-President
Marilyn Brown
John O’Grady
Agenda

• Overview of Franklin County
• SEBE Program
• How We buy
• What We Buy
• Bidding and Quotation Processes
• Lessons Learned
• Vendor Registration
• Key Contacts
• Bidding Opportunities
Overview
Franklin County Overview

- 33 Agencies.
- 42 Independently Elected Officials.
- 39 Appointed Boards, Commissions and Committees.
- All Buy Goods and Services By Various Methods.
- We Encourage You to Get to Know Them.
SEBE PROGRAM
Small Emerging Business Enterprise (SEBE)

**Establishment**
- SEB Program Established April 6, 1999.
- Board of Commissioners – by resolution 331-99.

**Purpose**
- “…to encourage and increase participation of small & emerging business in County procurement…”

**Mission**
- “…improve & enhance the competitive & non-competitive bid processes. To PROVIDE SEBEs the OPPORTUNITY to do business”
SEBE

The Franklin County Board of Commissioners supports all businesses participating in the County procurement process. This program supports:

• Outreach
• Training
• Educational, and promotional programs needed to encourage small and emerging businesses to participate and compete in County procurement opportunities.
SEBE Definition

• A small and emerging business enterprise is defined as a business concern, operated, not dominant in the field of operation in which it is bidding on government contracts, and qualified as a small business under the criteria and size standards in 13 CFR Part 121.201. Such a concern is “not dominant in its field of operation” when it does not exercise a controlling or major influence on a national basis in a kind of business activity in which a number of business concerns are primarily engaged.
SEBE

What the Small and Emerging Business Enterprise Outreach Program for Franklin County CANNOT DO:

Establish Quotas
Award Set Aside Business
What are Small & Emerging Business Enterprises

Franklin County SEBE classifications:

- MBE
- WBE
- DBE
- VBE
- SEBE
- EDGE
- LEDE
How We Buy
General Purchasing Notes

Use ORC – 307.86-307.92 to buy goods & services?

- $1 to $24,999 = Agency Has Freedom to Find a Source for Their Goods and Services

- $25,000 to $49,999 = Three (3) or more Quote

- $50,000* or greater = Competitive Bidding Required.

- * May use cooperative or state contracts in lieu of bidding
Professionals Exempt from Competitive Bidding

Exceptions
- Accountants
- Architects
- Attorney at Law
- Physicians
- Professional Engineers
- Construction Project Manager
- Consultant
- Surveyor or Appraiser
Informal Quotes
Informal Quote Process

• Handled by Individual Agencies.
• Get to Know the Key Decision Makers.
• Respond in a Timely Manner.
• Understand the Need/Requirement.
• Understand Deadlines and Delivery.
• Stay In Touch.
Examples of what we Buy with Quotes?

Automobile & Truck Parts
- Non consumable auto parts

Building Materials
- Dry Wall
- Carpet
- Framing Materials
- Ceiling Materials
- Bag Cement

Computers and Peripherals
- Desktop and Laptop*
- Printers*
- Networking Devices
- Audio Video Equipment

Small Tools & Equipment
- Hand Tools

Fencing Materials
- Posts, rails, fencing

Professional Services
- Transcription
- Interpretation
- Consultants

Safety and Personal Protection
- Gloves
- Eye Protection
- Footwear

Electrical Supplies
- Switches
- Wires
- Control & Fuse Boxes

• Often bought through cooperatives using quotes.
Formal Bids
How the Bidding Process May Differ

- ITB’s
  - Firm fixed pricing.
  - Strict specifications
  - No negotiation.
  - Very Firm Rules
  - Awarded to lowest bidder who meets the criteria.
How the Bidding Process May Differ

• RFP’s

  Pricing offered may be negotiable
  Specifications may be more flexible/fluid
  Deliverables and Terms may be negotiated.

  Awarded to the lowest and best bidder.
How Bids are Organized

- Title Page
- Statement of Receipt & “No Bid” Form
- Bid Data Sheet
- General Information
- Contract Terms and Conditions
- Appendices
- Scope of Work/Specifications
General Bidding Procedures

• Bids must be delivered on time, to the Proper Location & in the Proper Form.
• Awards Made to the Lowest Bidder Meeting the Criteria or **LOWEST & BEST** Bid for Proposals.
• Board reserves the right to reject all bids & rebid the requirement.
• Construction Bids Require a Bid Bond.
What do we Buy By the Competitive Bid Process?

- Paper
- Meal Delivery
- Software Systems
- Nutritional Supplies
- Security Supplies
- Incontinent Supplies
- Office Supplies
- Adult Daycare
- Housekeeping
- Food
- Uniforms
- Leased Facilities
- Transportation Services – Veterans, NET, Senior Options
Lessons Learned

• Incorrect Bid Bond - Construction Only
• Failure to Read the Specifications
• Failure to Understand What is Required
• Failure to Ask Questions in a Timely Manner.
• Failure to Submit Bid on Time or in Proper Form
• Making Markups to the Bid Documents
Current Bid Opportunities
Corrections Center
Fast Facts

- Site: 2551 Fisher Road. 23 acres.
- Phase 1 Size - 429,500 square feet; 870 beds.
- Direct supervision environment leading to better behavior outcomes and reduced recidivism.
- 16 housing units – ranging from 34 to 68 beds per unit.
  - Program and services meeting rooms inside the housing units
  - Specialized housing units include:
    - Orientation
    - Mental health
    - Behavioral
    - Medical
    - Maximum security
- Pursuing LEED certification, level to be determined.
- All support spaces sized to support up to 2,800 beds.
- Other building features include:
  - Kitchen/food service
  - Laundry
  - Medical clinic
  - Vehicle sally port for secure detainee transports
  - Visitation/public spaces
  - Warehouse
  - Staff wellness and support spaces
- Partial completion December 2019; full completion 2020.
Upcoming Bids

- Detention Masonry, Misc. Steel, Security Glazing, Painting & Detention Equipment
- Bid Number: ITB 2018-03-35
- Title: Franklin County Correction Center Design Release #4B-2
- Opening Date: October 15, 2018 at 10 AM
- Contact: Mark Hunter, Public Facilities Management
  mdhunter@franklincountyohio.gov - 614.525.6322
Hard Copies of Plans

Franklin County Public Facilities Management
Franklin County Office Tower
373 South High Street, 2nd Floor
Columbus, Ohio 43215-4592

Central Ohio Minority Business Association
911 Robinwood Avenue
Whitehall, Ohio 43213

Key Blue Prints, Inc.
195 E Livingston Ave.
Columbus, Ohio 43215
Upcoming Bids

• **Reference Number:** 2018-52-37
• **Title:** Sheriff’s Uniform and Garment Cleaning Services
• **Opening Date:** 09/14/2018 at 2:00 PM
• **Contact:** Brad Kamlet-614-525-3750
Upcoming Bids

• **Reference Number:** 2018-09-36
• **Title:** Single Family Home Sewer Connections.
• **Opening Date:** 05/17/2018 at 2:00 PM
• **Contact:** Sharon Tubbs, Franklin County Purchasing  614.525.3750
Vendor Registration

➢ http://www.franklincountyohio.gov/commissioners/prch
Doing Business with Franklin County Begins with:

- Vendor Registration
- Can Be Done Online
- Registration process
  - By NIGP Commodity Codes
  - Allows Management of Vendor Database
  - Bid Notifications Driven from Database
  - A Resource for Finding Suppliers of One Time or Less Than Bid Threshold Supplies and Services.
Questions?

Thank you!