

# *DOING BUSINESS WITH FRANKLIN COUNTY FOR SMALL & EMERGING BUSINESS ENTERPRISES*

**Commissioners**

**Kevin L. Boyce-President**

**Marilyn Brown**

**John O'Grady**



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# 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

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# 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

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# 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

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# ***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

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# 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

- Often bought through cooperatives using quotes.

## **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



# Formal Bids

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# 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

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# Corrections Center

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# 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](mailto: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

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# 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!

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