

## WHO IS ELIGIBLE?

To qualify for certification by Alachua County as a **SMALL BUSINESS ENTERPRISE:**

- ◆ Business employs 25 or fewer full-time permanent employees.
- ◆ Business has maximum net worth of \$1 million.
- ◆ Business is located in the small business enterprise zone.

### SMALL BUSINESS ENTERPRISE ZONE:

Alachua, Bradford, Clay, Columbia, Gilchrist, Levy, Marion, Putnam and Union Counties



## ALACHUA COUNTY EQUAL OPPORTUNITY OFFICE

### Alachua County Small Business Enterprise Program



**The County's economic development policies recognize the importance of small businesses to the local economy and strive to foster their growth and development.**

**Document available in alternate format upon request.**



## SMALL BUSINESS ENTERPRISE PROGRAM



## Why Should I Get My Business Certified?

The purpose of the Small Business Enterprise Assistance Program is to encourage the growth of small businesses by helping them to participate in the Alachua County purchasing and procurement system.

If your business becomes certified by Alachua County, you will benefit from the following:

- Your business will be listed in the Alachua County Certified Small Business Directory. This directory is available online. All County departments and contractors who do business with the County are encouraged to use the directory as a resource when taking part in the purchasing process.

- Your business will have the opportunity to be added to the Alachua County bidders lists as a Small Business Enterprise (SBE), and you will receive all requests for bids which apply to your business.
- Prime Contractors are required to show proof that they have attempted to subcontract with certified SBEs in order for their bids to be considered responsive.
- Alachua County has established the goal of awarding up to 15% of the total bid monies for materials, supplies, equipment, services, and construction to SBEs.

**Application available online at:**

**[www.alachuacounty.us/eo](http://www.alachuacounty.us/eo)**



- Alachua County provides certification benefits on both bids and Request For Proposals (RFPs) by offering bid price preference discounts of 5% for SBEs and 3% for prime contractors who meet the participation goal by subcontracting with SBEs.
- Additionally, on RFPs, 5-15 preference points are awarded to SBEs or bidders based on the level of participation.

**To become certified as a Small Business Enterprise in Alachua County, contact the Equal Opportunity Office and request an application for certification as a Small Business.**

## Contact Us

*Equal Opportunity Office  
12 SE 1st Street - 1st Floor  
Gainesville, FL 32601*

*(352) 374-5275 (voice)*

*((352) 338-3205 (Fax)*

*TTY users call 711 (FL Relay)*

*[www.alachuacounty.us/eo](http://www.alachuacounty.us/eo)*