

MSCAA LOCAL PREFERENCE
POLICY (Policy 801.14)
July 1, 2017

- a. The Authority shall give a local preference to businesses located in Shelby County, Tennessee when the application of such preference is reasonable in light of the dollar-value of the bids received.
- b. Local preference shall be given in accordance with the following:
 - (1) For purposes of qualifying as a local business, a vendor shall provide the following documentation:
 - (a) a copy of the vendor's domestic Shelby County and State of Tennessee business licenses;
 - (b) proof that Shelby County personal property taxes and all other local business operational taxes are appropriately paid and/or authority for the governing bodies and/or appropriate officials of each applicable agency to release such information to the Authority; and
 - (c) proof that the vendor's principle place of business is in Shelby County, Tennessee.
 - (2) For purchases of \$25,000 or more, the total bid amount of all bids received from qualified, responsive local businesses shall be decreased by five percent (5%), if the lowest responsive bidder is a regional or non-local business. The five percent (5%) decrease is calculated solely for the purpose of determining the local preference amount, not the contract price. The amount of the local preference shall not exceed \$100,000.
 - (3) For purposes of evaluating responses to Requests for Proposals and Requests for Qualifications, local businesses shall be assigned five percent (5%) of the total valuation points up to a maximum of five (5) points.
 - (4) In the event the bid amount from, or total points assigned to, a local business and one or more non-local businesses is the same, the local business shall be given priority during the selection process.
- c. The local preference shall not apply to the purchase of goods or services that are funded, in whole or in part, by a governmental entity and the laws, regulations, or policies governing such funding prohibit application of local preferences. The local preference shall not apply to emergency purchases or any other noncompetitive purchases.
- d. Application of this local preference policy to a particular contract or category of contracts may only be waived before any bids are taken. The Staff Services Division shall submit a written justification for any such waiver to the President for approval.
- e. This local preference policy may be applied to authorized purchases in addition to any other preference permitted by law.