

CHAPTER 9. MINORITY BUSINESS ENTERPRISE (MBE), SMALL BUSINESS & DISADVANTAGED BUSINESSES

On all contracts or contract modifications of over \$500,000 (\$1,000,000 for construction) and that have subcontracting possibilities, and for all federally funded contracts, the Purchasing Director and/or the Department having project management/oversight responsibilities, should submit an acceptable subcontracting plan. Under such a plan, maximum practicable opportunities must be afforded to small and small minority firms. This plan must include:

1. Separate percentage goals for using small business concerns and small disadvantaged business concerns.
2. Name of an individual employed who will administer the firm's subcontracting program.
3. Description of efforts to be made to insure that such firms have an equitable opportunity to compete for subcontracts.
4. Assurance that the clause at FAR 52.219-8 will be included in all subcontracts that offer subcontract opportunities (as applicable).
5. Assurance that federally funded contracts comply with the provisions contained therein.
6. Assurance to cooperate on surveys for compliance.

CHAPTER 10. PURCHASE OF INSURANCE

Any purchase of insurance by the Monroe County BOCC shall be treated as the purchase of a commodity and regulated the same, except as set forth below.

The purchase of builder's risk insurance for County projects may be exempt from competitive bidding procedures pursuant to Section 2-347(e)(5)(g.) For the purchase of builder's risk insurance expected to cost less than \$50,000, separate price quotes are not required, but the agent should solicit several insurance companies to ensure that the best price is attained. For the purchase of builder's risk insurance expected to cost more than \$50,000, the County Administrator should authorize the purchase and report to the Monroe County BOCC the purchase of the premiums. It is understood that since the cost of builder's risk policies are included in the overall budget for the project, the cost of premiums will be paid from the funding source for that project which are generally approved by the BOCC as part of the budget process.

The purchase of insurance which is exclusive, due to the unique terms and conditions and/or the detailed coverage required by the County, may also be exempt from competitive bidding procedures pursuant to Section 2-347(e)(5)(g.). Risk should document the reason(s) for the policy being exempt from the competitive bidding procedures. When premiums exceed \$50,000, the Monroe County BOCC should authorize the exemption. In an emergency, i.e. an interruption of an essential government services, the County Administrator may authorize the purchase of the policy and seek ratification from the Monroe County BOCC.