

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
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**Agenda Number:**  
**Prepared on:** 10/12/05  
**Department Name:** General Services  
**Department No.:** 063  
**Agenda Date:** 11/15/05  
**Placement:** Administrative  
**Estimate Time:** 45 min on 12/06/05  
**Continued Item:** No  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Bob Nisbet, Director  
General Services Department

**STAFF CONTACT:** John McMillin, Purchasing Manager (568-2693)  
General Services Department

**SUBJECT:** Local Vendor Outreach Program

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## Recommendations:

That the Board of Supervisors: set a hearing on December 6, 2005 (45 minutes) to:

- A. Approve a definition of "Local Vendor" that will be used in all bids placed by the County of Santa Barbara.
- B. Authorize the Purchasing Manager to provide a 6% local vendor preference for all bids for personal property (tangible goods) placed by the County of Santa Barbara.
- C. Receive the FY 2004/2005 report on Local Vendor Outreach.

## Alignment with Board Strategic Plan:

*The recommendations are primarily aligned with Goal No. 4: A Community that is Economically Vital and Sustainable.*

## Executive Summary and Discussion:

Since 1994, when the Purchasing Division, in cooperation with the 1<sup>st</sup> District Supervisor, began the Local Vendor Outreach (LVO) program, the definition of just who is a local vendor was left to the discretion of the Purchasing Manager. Also, during that time, an informal 1.5% preference was applied to bids for personal property issued by the Purchasing Division. Since this preference was not the stated policy of the Board, each time this preference resulted in an award, the transaction was taken to the Board for approval prior to the purchase order being issued.

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Last year, in order to improve the performance of the LVO program, and to gain some input from the local business community, a volunteer committee was formed to look at the program and recommend changes.

The committee consisted of:

1. Debbie LeBard, of LeBard and Company in Santa Maria
2. Dick Joy, of Joy Fire Equipment in Carpinteria
3. Mike Young and Brian Burnell, of Tri-County Office Furniture in Santa Barbara
4. Steve Jones, of Wilson Printing in Goleta and former President of the Goleta Chamber of Commerce.
5. John McMillin, Purchasing Manager

The committee met and prepared a definition of "Local Vendor" and recommended a 5% price preference, which is the most common preference among California Counties, as well as the State, but the 6% increase would indicate a strong leadership message to our community that your Board wants to be on the forefront in supporting local businesses. If the Board adopts this recommendation, Santa Barbara County will have the highest local vendor price preference of the California counties.

The report on Local Vendor Outreach will discuss the amount money spent with local vendors last fiscal year, trends over the last several years, and plans for the future.

**Mandates and Service Levels:**

No change in service levels.

**Fiscal and Facilities Impacts:**

Additional costs associated with the price preference will vary, depending on what bids are received, but are expected to be less than \$10,000 per year.

**Concurrences:**

NONE

**Attachments:**

Proposed Local Vendor Definition