

Adair County Commission

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Gary W Jones, Presiding Commissioner
Carson Adams, 1st District Commissioner
Mark Thompson, 2nd District Commissioner

Bidding Process: Local Vendor Consideration

It is the desire of the County to purchase from local vendors whenever possible. This can be accomplished by ensuring that local vendors are included in the competitive bidding process.

The county has a responsibility to its citizens to ensure that the maximum value is obtained for each dollar spent. It is the desired intent for local vendors who wish to do business with the County to submit the lowest possible quote for the item(s) being purchased. The following shall be considered during the bid selection process to determine the best bid price.

- A. For the purpose of this section, a local vendor must be an individual or company with a business office within the Adair County limits.
- B. If there is a savings of three and one-half percent (3 ½%) or more on purchases under \$10,000 or two and one-half percent (2 ½%) or more on purchases over \$10,000, then the purchase should be made without regard for local preference. No local preference shall be given on purchases covered by state or federal regulations.
- C. If local vendors cannot meet product specifications, then the purchases should be made without regard for local preference. The Commission shall maintain the authority to waive the local preference in extremely rare instances where the exercise of local preference may not be in the best interest of the County, and to grant local preference when it is in the best interest of the County, even when the local vendor may not have presented the lowest bid, or the lowest bid when adjusted for local preference as provided herein. Rationale for departure from the policy herein will be documented by the Commission in written form. The Commission would make judgment concerning the best interest of the County.