

Sec. 46-112. - Participation of Minority and Women Business Enterprises.

- (a) **Policy statement:** The county is committed to providing equal opportunities to minority and women business enterprises and strives to improve the opportunities and participation of such businesses in the public procurement of goods and services by the county. Pursuant to this policy, the county shall hereby establish procedures to encourage the participation of minority and women owned businesses in the public procurement of goods and services by the county. Nothing in this section shall be construed to provide for or require any preference or set-aside based on gender, race, or national origin.
- (b) **Definitions:** For the purpose of this section, the following terms shall have the following meanings:
- Minority** shall mean any of the following groups:
- (1) African American persons having origins in any of the black racial groups in Africa;
 - (2) Hispanic American persons of Spanish or Portuguese culture with origins in Mexico, South America, Central America, or the Caribbean, regardless of race;
 - (3) Native American persons including those residing in the U.S. or its territories, who are descendants of any Indian tribe with origins in the North and South American continents and other islands or lands to include the countries of the U.S., Canada, and Mexico;
 - (4) Asian American persons having origins in any of the original peoples of the Far East, Southeast Asia, Indian Subcontinent, or Pacific Islands.
- Minority business enterprise (MBE)** shall mean any business which is at least 51 percent owned and operated by minority members or, in the case of a publicly owned business, at least 51 percent of the stock is owned by minority members.
- Women business enterprise (WBE)** shall mean any business which is at least 51 percent owned and operated by women members or, in the case of a publicly owned business, at least 51 percent of the stock is owned by women members.
- (c) **Certification:**
- (1) **Requirements:** For the purpose of this section, the following certification requirements shall govern:
 - a. The business is a MBE and/or WBE as defined in this section.
 - b. The business meets the requirements provided in section 46-111(e)(1).
 - c. The business is legally structured as required by Florida law and, if applicable, in good standing with the Florida Secretary of State.
 - (2) **Procedure:** All applicants wishing to be considered as certified MBE/WBE(s) must complete a small business enterprise program certification application form which may be obtained through the office of purchasing. This is a self-certification process and shall require a signed affidavit attesting to the accuracy of the data provided on the form. Proof of current certification as a minority and/or women business enterprise by the Florida Office of Supplier Diversity may be accepted in lieu of other supporting documentation. Certified M/WBEs shall submit an affidavit of continued eligibility on an annual basis.
- (d) **Implementation:** In an effort to implement this policy, the county may undertake the following measures:
- (1) Designate the purchasing manager to administer this policy.
 - (2) Maintain a central list of certified M/WBEs.
 - (3) Manage and maintain the information system or other automated interface with the county's finance system to record and measure the use of M/WBEs in county procurements.
 - (4) Utilize outreach programs to identify and educate M/WBEs about the county's procurement process.