

STATE AND LOCAL PROXIMITY POINT SYSTEM

As a steward of public funds, the School Board of Polk County, Florida recognizes its obligation and opportunity to participate in and promote the economy of Polk County and the State of Florida, while fostering full and open competition in the acquisition of services related to construction projects. The “Facilities and Operations Professional Services Selection” (hereinafter “FOPSS”) process does not contemplate the award of contracts based solely on cost, and the School Board has determined that it is appropriate to assign certain preferences based on the proximity of contractors, architects, engineers, or other persons or firms (hereinafter “business entities”) to the Polk County School District’ Building Programs. Toward these ends, the School Board has implemented, as a part of the “FOPSS” process, a system for awarding certain evaluation points to business entities, based on proximity to Polk County.

Five Points: A business entity seeking to conduct business with the School Board of Polk County pursuant to the School Board’s “FOPSS” process, which has had a primary office or place of business located within the boundaries of Polk County, Florida, for at least ten years, shall receive five points. In order to receive five points, a business entity will be expected to conduct all business and professional services associated with the services rendered out of its offices located in Polk County. These services include, but are not limited to, human resource services, purchasing, bidding, accounts receivable, accounts payable, calculation and distribution of payroll, and the creation of drawings, plans or other professional documents.

Four Points: A business entity seeking to conduct business with the School Board of Polk County pursuant to the School Board’s “FOPSS”, which has had a primary office or place of business, as described above, within the boundaries of Polk County, Florida, for more than one year, but less than 10 years, shall receive four points.

Two Points: A business entity seeking to conduct business with the School Board of Polk County pursuant to the School Board’s “FOPSS” process, which has a primary office or place of business as described above located in a county whose boundaries are adjacent to the boundaries of Polk County, shall receive two points. These counties include Hillsborough, Pasco, Sumter, Lake, Osceola, Orange, Okeechobee, Highlands, Hardee, and Manatee.

One Point: A business entity seeking to conduct business with the School Board of Polk County pursuant to the School Board’s “FOPSS” process, which has a primary office or place of business as described above located in any Florida County other than those listed above, shall receive one point.

If two or more companies form a joint venture, a partnership, or any other arrangement by which both seek to participate together in a single project, the entity identified as the “bonding

contractor” shall be considered as the primary contractor. In such instances, any proximity points awarded shall be based on the location of the primary contractor.

State and Local Proximity Points, if any, shall be added to the selection process score sheets for each eligible entity at the end of the scoring process by the Construction Services Department.

It shall be the sole responsibility of the business entity seeking State and Local Proximity Points to provide conclusive evidence of eligibility. The Construction Services Department reserves the right to visit the local office of any business entity seeking proximity points for the purpose of ascertaining eligibility. Such visits will be conducted during regular work hours (Monday through Friday, 9:00 a.m. through 5:00 p.m.), and may be unannounced.

The District reserves the right to deny the assignment of State and Local Proximity Points at its discretion. Business entities may appeal such decision to the Assistant Superintendent for Facilities and Operations or his/her designee within 72 hours.