



AN INITIATIVE TO BENEFIT OCLSB & DVBE

We're big supporters of local small businesses and disabled veteran business enterprises. PICK OC is a way for us to help give these businesses an even better competitive opportunity as a certified OCLSB and/or DVBE.

When you become a certified OCLSB and/or DVBE, you'll have advantages when responding to all Orange County issued Invitations for Bids (IFBs) and Requests for Proposals (RFPs).

Our goal is to help Orange County businesses succeed, in order to:

- Create jobs
- Support our local economy
- Increase the County's tax base
- Recognize the service and sacrifice given by the men and women of our Armed Forces

ABOUT THE COUNTY PROCUREMENT OFFICE

The County Procurement Office (CPO) is a division of the County Executive Office. The County's purchasing operations are decentralized, granting delegated authority to each County department. Each department is responsible for acquiring goods and services to meet their business and operational needs.

As the corporate office for procurement services, CPO maintains the Contract Policy Manual, issues Countywide contracts known as Regional Cooperative Agreements (RCAs), implements and enforces Board policies and establishes procedures. CPO also provides oversight and consulting support services to all County departments.

CPO is committed to ensuring a fair, ethical and competitive procurement process.

BOARD OF SUPERVISORS

District 1 Andrew Do
District 2 Michelle Steel
District 3 Donald P. Wagner
District 4 Doug Chaffee
District 5 Lisa A. Bartlett

County Procurement Office
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ORANGE COUNTY
LOCAL SMALL BUSINESS (OCLSB)
&
DISABLED VETERAN
BUSINESS ENTERPRISE (DVBE)
PREFERENCE POLICIES

PICK OC REQUIREMENTS

OCLSB REQUIREMENTS

1. Local Business Requirements

- Maintains their principal center of operations (i.e. headquarters) within Orange County, AND;
- Has a business located in Orange County that is not a post office box.

-OR-

Has a valid business license or certificate of occupancy issued by the County of Orange or by an Orange County city, or other documentation acceptable to the County of Orange.

2. Small Business (SB) Requirements

- Must be certified as a Small Business by the State of California Department of General Services (DGS).

3. OCLSB requirements above must be valid at the time of bid/proposal submittal.

DVBE REQUIREMENTS

1. Must be certified as a Disabled Veteran Business Enterprise by the State of California Department of General Services (DGS).

2. DGS DVBE requirements above must be valid at the time of bid/proposal submittal.

PICK OC CERTIFICATION

GETTING CERTIFIED AS AN OCLSB OR DVBE IS SIMPLE AND FREE

Sign up to receive every advantage available to your business. It's simple, and there are no costs involved.

- OCLSB or DVBE certification must be active at IFB or RFP closing date and must remain valid at time of contract award.
- The OCLSB or DVBE preference is given only to those who qualify, however, all vendors are encouraged to compete in the solicitation bid process.
- The solicitation and evaluation process established by Orange County remains unaltered while applying for OCLSB or DVBE certification.

STEP
01

SB OR DVBE: Get Certified by the State of California Department of General Services (DGS)
Your business must be certified as a Small Business or Disabled Veteran Business Enterprise by DGS at caleprocure.ca.gov/pages/sbdvbe-index.aspx

STEP
02

OCLSB: Verify
Verify your OCLSB certification status at OCLSBverify.com



Sign up today at
caleprocure.ca.gov/pages/sbdvbe-index.aspx

PICK OC BENEFITS

OCLSB AND DVBE BENEFITS

Invitation for Bid (IFB)

- When the lowest bidder is a non OCLSB or non DVBE, the sole lowest certified OCLSB or DVBE within 5% of the lowest bid shall be given the opportunity to price match.
- The lowest certified OCLSB or DVBE must accept the County's offer to price match within 3 business days from the County's offer, unless otherwise specified by the County.
- If two or more OCLSBs or DVBEs have tied bids within the 5%, the County shall request best and final bids from each OCLSB or DVBE, which shall price match the lowest bid or better. If the best and final bids are tied, the County shall determine the contract award based on the County's best interest.

Request for Proposal (RFP)

- An extra 5% shall be applied to the tallied score of each certified OCLSB or DVBE to obtain the final score. If the final score of any OCLSB or DVBE matches the final score of a non OCLSB or non DVBE, preference shall be given to the certified OCLSB or DVBE.
- If two or more OCLSBs or DVBEs have the same final score, the County shall determine the contract award based on the County's best interest.

Businesses Certified as both OCLSB and DVBE

- If a State-certified OCLSB is also a State-certified DVBE, the preference given to that business shall be 8% instead of 5%. The separate OCLSB/DVBE preferences shall not be applied.

EXCEPTIONS

PICK OC does not apply where prohibited by law or regulation and including, but not limited to:

- Specific state or federally funded projects
- Cooperative contracts
- Sole Source contracts
- Emergencies

