

**County Executive**  
**of**  
**Howard County, Maryland**

**Executive Order: 2015-11**  
**Dated: November 4, 2015**  
**Subject: Howard County Local Business Initiative**

**WHEREAS**, local businesses in Howard County are a pivotal driver in our local economy; and

**WHEREAS**, whenever possible, Howard County procurement dollars should be spent to support the local businesses that serve as a strong pillar in our economy; and

**WHEREAS**, County procurement rules regarding non-capital projects currently state that if there is a tie bid and quality and service are equal, the award goes to the local bidder; and

**WHEREAS**, Howard County is committed to creating a competitive and balanced economic environment within the County by ensuring community growth through the Local Business Initiative; and

**WHEREAS**, the goal of the Local Business Initiative is to promote the growth and success of local businesses and to increase the percentage of County procurement dollars flowing to local businesses; and

**WHEREAS**, for purposes of the Local Business Initiative, a local business is defined as an Applicant that maintains its principal place of business in Howard County; and

**WHEREAS**, under the Local Business Initiative, County Departments and agencies are encouraged to select local businesses when purchasing goods or services that are under \$10,000.00; and

**WHEREAS**, County Departments and agencies awarding grants funded solely with County funds may encourage grantees to select local businesses when purchasing goods or services; and

**WHEREAS**, the Office of Purchasing (the "Office") shall notify local businesses of solicitations for goods or services valued at \$10,000 or more, as the Office deems appropriate; and

**WHEREAS**, under the Local Business Initiative, solicitations conducted under the formal competitive sealed proposals procurement method may contain an evaluation factor for a local business, when appropriate, based on the supplies or services being procured, as the Office determines; and

**WHEREAS**, beyond the Local Business Initiative, the Office may strongly encourage local businesses to participate in every procurement solicited by the County.

**NOW, THEREFORE, BE IT ORDERED**, that the Local Business Initiative is created.

**AND BE IT FURTHER ORDERED**, that the Office of Purchasing shall receive and process a Certification Application submitted to the Office by a local business as part of the Local Business Initiative.

**AND BE IT FURTHER ORDERED**, that County Departments and agencies are encouraged to select from certified local businesses when purchasing goods or services that are under \$10,000.00.

**AND BE IT FURTHER ORDERED**, that County Departments and agencies awarding grants funded solely with County funds should encourage grantees to select local businesses when purchasing goods or services.

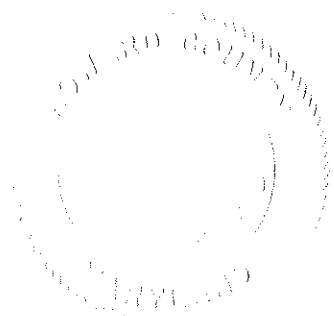
**AND BE IT FURTHER ORDERED**, that the Office shall notify local businesses of solicitations for goods or services valued at \$10,000.00 or more, as the Office deems appropriate.

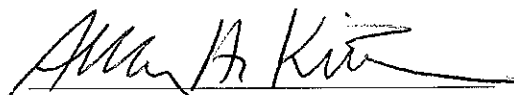
**AND BE IT FURTHER ORDERED**, that solicitations conducted under the formal competitive sealed proposals procurement method may contain an evaluation factor for a local business, when appropriate, based on the goods or services being procured, as the Office determines; and

**AND BE IT FURTHER ORDERED**, that the Office of Purchasing shall otherwise strongly encourage local businesses to participate in every procurement solicited by the County.

**AND BE IT FURTHER ORDERED**, that County Departments and agencies are reminded that low bid awards for non-capital projects should go to a local business if there is a tie for lowest bid with a non-local business and quality and service are equal in accordance with the Howard County Purchasing Manual.

**IN WITNESS WHEREOF**, I, Allan Kittleman, as County Executive of Howard County, Maryland have hereunto set my hand and caused the seal of Howard County to be affixed this 4th day of November, 2015.



  
Allan H. Kittleman  
County Executive