

SUMMERS COUNTY BOARD OF EDUCATION POLICY

ADOPTED: 5-16-02

CODE: VIII-N-2

REFERENCE: WV Code 5A-3-37; Board Minutes

PAGE: 1 of 1

Vendor Preference

When any purchase of a commodity or supply requires a competitive bid, whether it be formal or informal, the successful bid may be determined by providing a preference for:

1. Resident vendors who have resided in West Virginia for 4 or more years
2. Vendors with at least 75 percent of their employees residing in West Virginia
3. Or non-resident vendors, if they maintain a headquarters in West Virginia and employ at least 100 West Virginia residents

For each of the categories above, if the vendor's bid does not exceed the lowest qualified bid from a non-resident vendor by more than two and one-half percent, and if the vendor has made a written claim for the preference at the time the bid was submitted the vendor would be determined to be the lowest qualified bidder. Vendors meeting both category 1 and 2 above will qualify for a 5 percent vendor preference in the same manner as above.

Claims for the resident vendor preference must be made in writing by the vendor and must be submitted with the vendor's bid. The *State of West Virginia Vendor Preference Certificate* form is used to request the vendor preference and can be found at the following website: www.state.wv.us/admin/purchase/VRC/Pforms.htm . The form can also be obtained from the Summers County Board of Education Purchasing Office.

Residential preference does not apply to procurement made with federal funds.

By its very nature, competitive bidding, whether formal or informal, has the result of providing The Summers County Board of Education the assurance that the price paid is fair when compared with market prices. Vendor preferences on the other hand, by their nature, restrain competition and raise prices paid for goods and commodities. Therefore, it is the policy of the Summers County Board of Education to monitor the effect of preferences on bids. If the Director of Purchasing determines that competition for a particular good is eliminated, as a result of this policy, the preference shall be removed.