



Marion County
Board of County Commissioners

Procurement Services

2631 SE Third St.
Ocala, FL 34471
Phone: 352-671-8444
Fax: 352-671-8451

LOCAL BUSINESS DIRECTORY APPLICATION

Please provide the information requested below. Email completed form and firm's **W-9** to procurement@marioncountyfl.org or fax it to the number listed above.

Company name: _____

Address (must be located within legal boundaries of Marion County):

Length of time at this address (1-year minimum): _____

Mailing address (if different than address listed above): _____

Phone number: _____ Fax number: _____

Email address: _____

Owner/Manager (name and title): _____

Federal Employee Identification Number: _____

Signature of Owner/Manager

Date

By signing this application, you are stating the information provided is true and accurate and your firm meets the Local Vendor Ordinance requirements. THIS APPLICATION IS TO BE RENEWED EVERY TWO YEARS.

Local vendor definition – A Marion County person, firm, or corporation which: (a) has its headquarters, manufacturing facilities or locally-owned franchise located in, or having a street address within, the legal boundaries of Marion County for at least one (1) year immediately prior to the issuance of the request for quotation or formal bid solicitation (post office boxes do not qualify as a business address); (b) thirty (30) percent or more of its full-time employees have primary residences located within the legal boundaries of Marion County; and (c) the owner or principal officer of such local vendor maintains a primary residence within the legal boundaries of Marion County.

“Meeting Needs by Exceeding Expectations”

LOCAL BUSINESS DIRECTORY
APPLICATION CHECKLIST

COMPANY NAME: _____

Please CHECK the boxes below to verify each statement is applicable to your firm.

- Firm accepts Marion County-generated purchase orders or VISA credit card (preferred method of payment for Marion County government offices).
- No Principal(s) or agent(s) of the company is a current or former BCC employee within the last 12 months.

CHECKLIST TO SUBMIT APPLICATION: Return the items listed below to Marion County Procurement Services by email to procurement@marioncountyfl.org or fax it to 352-671-8451.

- All three (3) pages of the Local Business Directory application, completed and signed.
- Firm's **W-9 Form**. We verify your firm's listing in SunBiz, the State of Florida's official business entity index.
- All **Marion County license(s)** required for applicable services /commodities.

Your firm cannot be added to our Directory unless we have the completed application, you have provided all applicable documents, met all requirements as listed in the Marion County Procurement Ordinance and have specified the services or commodities your company provides.

INSURANCE REQUIREMENTS: Any vendor selected to provide goods or services for, or enter into a contract with Marion County, will be required to provide the necessary insurance(s) that meet Risk Management's limitations for working with the County and/or those specified in the contract.

Please note:

If any information is proven inaccurate in an attempt to gain an unfair advantage, the Procurement Services Director has the right to immediately suspend a vendor and may also recommend that the Board of County Commissioners debar the vendor from doing business with the county as a vendor for a period not to exceed three (3) years.

LOCAL BUSINESS DIRECTORY

LIST OF COMMODITIES/SERVICES

Check all applicable services & commodities provided by your business.

Commodity categories include SALES, SERVICE, PARTS, REPAIRS, INSTALLATION & CONTRACTING

- | | | |
|--|---|---|
| <input type="checkbox"/> Advertising (Radio, TV, Outdoor, Print, Social Media) | <input type="checkbox"/> Food (Vending, Catering, Bottled Water) | <input type="checkbox"/> Paper Products |
| <input type="checkbox"/> Air Compressors | <input type="checkbox"/> Fuel, Oil, Lubricants | <input type="checkbox"/> Pest Control |
| <input type="checkbox"/> Animal, Livestock, Farm Supply | <input type="checkbox"/> Furniture Repair, Cleaning | <input type="checkbox"/> Plants, Nurseries |
| <input type="checkbox"/> Appraisal, Real Estate, Title | <input type="checkbox"/> Furniture, Mattresses, Décor (Residential) | <input type="checkbox"/> Plumbing, Septic, Wells, Pumps |
| <input type="checkbox"/> Architecture, Design | <input type="checkbox"/> Garage Doors | <input type="checkbox"/> Printing & Binding Services |
| <input type="checkbox"/> Asbestos Abatement, Mold Removal | <input type="checkbox"/> Glass, Mirrors | <input type="checkbox"/> Promotional Products, Imprinting |
| <input type="checkbox"/> Asphalt Supply | <input type="checkbox"/> Grading, Paving Services | <input type="checkbox"/> Recreation Products, Sports Equip. |
| <input type="checkbox"/> Auction, Surplus Disposal | <input type="checkbox"/> Graphic Arts Services | <input type="checkbox"/> Recruiters, Training (Consulting) |
| <input type="checkbox"/> Automotive Parts | <input type="checkbox"/> Hospitality, Lodging Providers | <input type="checkbox"/> Recycling Service & Equipment |
| <input type="checkbox"/> Awards, Trophies, Engraving | <input type="checkbox"/> HVAC, Appliances | <input type="checkbox"/> Remodeling |
| <input type="checkbox"/> Batteries, Battery Disposal | <input type="checkbox"/> Hydraulic Equipment | <input type="checkbox"/> Roofing Contractors |
| <input type="checkbox"/> Blueprints, Large Printing | <input type="checkbox"/> Ice, Ice Machines (Sales, Service) | <input type="checkbox"/> Safety, First Aid-Supplies/Training |
| <input type="checkbox"/> Brick, Stone, Sand, Rock, Gravel | <input type="checkbox"/> Industrial Supplies | <input type="checkbox"/> Security (Alarms, Surveillance, Background Checks) |
| <input type="checkbox"/> Building Supplies, Lumber | <input type="checkbox"/> Instrumentation, Controls, Electronics, Generators | <input type="checkbox"/> Shipping Materials, Services |
| <input type="checkbox"/> Carpet, Tile & Upholstery Cleaning | <input type="checkbox"/> Insurance Services | <input type="checkbox"/> Signage, Banners |
| <input type="checkbox"/> Cleaning, Janitorial Products | <input type="checkbox"/> Internet & Cable Providers | <input type="checkbox"/> Sinkhole Testing, Remediation |
| <input type="checkbox"/> Cleaning, Janitorial Services | <input type="checkbox"/> Junk & Litter Removal | <input type="checkbox"/> Sod, Seeds, Fertilizer |
| <input type="checkbox"/> Computer Hardware/Software | <input type="checkbox"/> Land Clearing | <input type="checkbox"/> Street Sweeping |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Large Equipment Repair | <input type="checkbox"/> Telcom (Cell Phones, Service, Data) |
| <input type="checkbox"/> Construction, Building | <input type="checkbox"/> Lawn Equipment (Sales, Repair) | <input type="checkbox"/> Telcom (Phone Systems, Radio) |
| <input type="checkbox"/> Construction, Roads | <input type="checkbox"/> Lawn Maintenance, Landscaping, Fertilizing, Irrigation | <input type="checkbox"/> Temporary Labor |
| <input type="checkbox"/> Construction, Utility/Underground | <input type="checkbox"/> Lighting | <input type="checkbox"/> Tires (Supply, Disposal, Collection) |
| <input type="checkbox"/> Copiers, Plotters | <input type="checkbox"/> Locksmith Services | <input type="checkbox"/> Tools |
| <input type="checkbox"/> Debt Collection | <input type="checkbox"/> Machinery & Equipment Rental | <input type="checkbox"/> Towing, Auto & Roadside Services |
| <input type="checkbox"/> Demolition, Abatement | <input type="checkbox"/> Mailing Services, Machines | <input type="checkbox"/> Traffic Control Supplies |
| <input type="checkbox"/> Document & Records Destruction | <input type="checkbox"/> Materials Testing | <input type="checkbox"/> Traffic Striping Materials, Contractor |
| <input type="checkbox"/> Dumpsters, Disposal Containers | <input type="checkbox"/> Medical & Rehab Services/Therapy | <input type="checkbox"/> Tree Trimming, Arborist |
| <input type="checkbox"/> Electrical Contractors, Suppliers | <input type="checkbox"/> Medical Supplies | <input type="checkbox"/> Trucking & Excavating, Hauling |
| <input type="checkbox"/> Elevator Maintenance | <input type="checkbox"/> Metal Fabrication | <input type="checkbox"/> Trucks, Trailers (Sales, Service) |
| <input type="checkbox"/> Engineering, Surveying, Mapping | <input type="checkbox"/> Modular, Mobile, Temporary Structures | <input type="checkbox"/> Uniforms, Embroidery, Clothing, Footwear |
| <input type="checkbox"/> Environmental Assessment | <input type="checkbox"/> Moving & Storage | <input type="checkbox"/> Video & Taping, A/V, Musical Eqt. |
| <input type="checkbox"/> Fencing Contractors, Materials | <input type="checkbox"/> Office Machines | <input type="checkbox"/> Water Testing & Treatment |
| <input type="checkbox"/> Financial, Insurance, Investment | <input type="checkbox"/> Office Furniture, Supplies, File Systems | <input type="checkbox"/> Welding |
| <input type="checkbox"/> Fire Equipment, Testing | <input type="checkbox"/> Outdoor, Playground & Pool Equipment | |
| <input type="checkbox"/> Fire Sprinklers, Sales & Installation | <input type="checkbox"/> Painting | <input type="checkbox"/> OTHER – SEE NOTES |
| <input type="checkbox"/> Flooring Materials | | |

NOTES:
