



## SALT LAKE COUNTY CONTRACTS & PROCUREMENT PREFERENCE SYSTEM

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Salt Lake County may award bids or adjust scoring to a proposal through a preference system. One or more preferences may accrue to vendors who submit responsible, responsive offers if other factors are met.

Vendors may request the following preferences:

- Employee Health Care Preference
- Veterans and Companywide Hiring Preference

### **Employee Health Care Preference**

The Health Care Preference shall accrue to vendors who currently provide and will maintain the following through the term of the contract with the County:

- A health benefit plan, as defined by [Utah Code Ann. § 26-40-106\(2\)\(a\)](#), made available to the vendor's covered employees and their dependents.
- A copy of the health benefits certificate or a letter signed by the vendor's carrier detailing coverage and dates of coverage of the health care benefits.

### **Veterans and Companywide Hiring Preference**

The Veterans and Companywide Hiring Preference shall accrue to vendors who currently provide and will maintain all of the following through the term of the contract with the County:

For veterans:

- A completed and signed certificate explaining its program to actively recruit and employ veterans that includes the success rate of its program by listing the percentage of its workforce that qualifies as veterans under this policy;
- A completed and signed certificate verifying that a vendor has employed, and is currently employing, at least one veteran under its recruitment program;

Companywide:

- A drug and alcohol testing policy that applies to all covered individuals employed or hired by the vendor and requires covered individuals to submit to random testing;
- A job training program recognized by a federal, state, or local governmental entity; and,
- A job safety program that complies with job safety and health standards of the Occupation and Safety Health Administration (OSHA) or the state standards which are at least as effective as the federal standards.

## REQUIREMENTS

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If no offers are submitted claiming preferences(s), the solicitation will be awarded to the lowest or highest responsive, responsible bid as solicited or the highest ranking proposal.

If required certification form and preference documentation is not received with the bid or proposal, the County will not consider the preference request.

The County maintains the right to monitor the vendor's compliance of any preference status. Violation of this contract condition shall be the basis for immediate termination of the contract for default by the vendor.

A vendor may qualify for one or more preferences. Scoring of preferences varies by the type of solicitation as noted below:

### Request for Bids (RFBs) and Request for Bids with Resulting Contracts (RFCs)

An award shall be made to the responsive and responsible vendor that qualifies for the most preferences, if the qualifying vendor's offer is equal to or less than 104% of the lowest responsive and responsible offer or within \$50,000, whichever value is less. If multiple vendors qualify for the same number of preferences, the award shall be made to the lowest responsive and responsible offer submitted among them.

### Request for Proposals (RFPs)

A proposer may receive one (1) point added to the total score of its proposal for each of the preferences offered herein for which the proposer qualifies.

### Best Value Bidding

A proposer may receive 2% of the total points available added to the total score of its offer for each of the preferences offered herein for which the proposer qualifies.

# PREFERENCE CERTIFICATION FORM

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**YOU MUST CHECK THE BOX FOR EACH PREFERENCE OPTION CLAIMED**

*If you do not include this completed certification form along with required documentation with your bid or proposal submission, your preference request will not be considered.*

**Employee Health Care Preference** – Currently provide and will maintain qualifying health benefits to covered employees and dependents through the term of the contract with the county. A copy of the health benefits certificate or a letter signed by the vendor's carrier detailing coverage and dates of coverage of the health care benefits must accompany the bid or proposal to have the preference request accepted.

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**Veterans and Companywide Hiring Preference** – Currently provide and will maintain all of the following programs through the term of the contract with the county:

## Veterans and Companywide Hiring Preference Certification Form

**Company Name:**

**Explanation of Program to Actively Recruit and Employ Veterans\*:**

**Percentage of workforce that qualifies as veterans:**

**Vendor has employed, and is currently employing, at least one Veteran under its recruitment program.**      Yes      No

*\*For purposes of this section of County Policy, a veteran is an individual who has served on active duty in the armed forces of the United States for more than 180 consecutive days; or, was a member of a reserve component who served in a campaign or expedition for which a campaign medal has been authorized and who has been separated or retired under honorable conditions; or, has incurred an actual service-related injury or disability in the line of duty.*

Vendor maintains a drug and alcohol testing policy that applies to all covered individuals employed or hired by the vendor and requires covered individuals to submit to random testing.      Yes      No

Vendor maintains a job training program recognized by a federal, state, or local governmental entity.      Yes      No

Vendor offers a job safety program that complies with job safety and health standards of the Occupation and Safety Health Administration (OSHA) or the state standards which are at least as effective as the federal standards.      Yes      No

By signing below, vendor certifies that the information provided on this Veterans and Companywide Hiring Preference Certification Form is true and correct as of the time of submitting this bid or proposal.

**Vendor's Signature:**