

Minority Owned Small Business

Policy Implementation

The City of Roswell's M/W/SBE policy is available as a download from this site along with instructions and forms for potential bidders to assist in their compliance with the City's policy. Prospective bidders who are successful in their bids must meet the following requirements in order to comply with the City's policy:

A list must be maintained of M/W/SBEs that will be contacted by successful bidders whenever they may be potential sources. The City of Roswell will also provide a list of City-certified M/W/SBEs to assist successful bidders in their solicitation of M/W/SBEs;

Successful bidders must solicit goods and services from these M/W/SBEs whenever they are potential sources.

Bid requirements to be met by the successful bidder must be segmented into smaller tasks or quantities to permit M/W/SBEs to participate in bidding whenever feasible;

Delivery schedules must be created by the successful bidder to encourage M/W/SBEs to participate in bidding whenever feasible; and

For additional assistance with locating certified M/W/SBEs, successful bidders may also contact the U.S. Department of Commerce's Small Business Administration and Minority Business Development Agency. The City of Roswell is also available to assist successful bidders in securing this information.

Additional information on how to comply with the City's M/W/SBE requirements can be found in the policy and also in the "Bidders M/W/SBE Compliance Package," both of which are available on this site as a download. Or, prospective bidders may contact the City of Roswell's Purchasing Division if they have other questions at (770) 641-3718.