



Small Local Business Enterprise Newsletter

Supporting Small Business

**We
support
you**

Central Services Department continues to support small business through Covid-19. To enhance safety for all and to better serve the community, online submittals of certification applications and supporting documents are accepted. The Certification Application Submission portal can be found on the Clayton County Government website, under Central Services and Small Local Business Enterprise Program or accessed directly at <https://slbe.claytoncountyga.gov/>.

For questions about applications and required submittals, contact centralservices.slbe@claytoncountyga.gov.

Business Growth

Business Certifications

Business certifications are a huge part of small business growth. Clayton County seeks certified businesses to perform on certain contracts, where subcontracting opportunities exists. Learn about how small business certifications can increase your opportunities to do business with Clayton County. Click https://www.youtube.com/watch?v=kqb6JU_ZNDU&feature=youtu.be hear about how to get certified and its benefits.



Clayton County Central Services is upgrading its Prism Compliance Management Portal. The new upgrade will include a certification module to receive and process vendors applications.

The upgrade comes at an opportune time, as the County is increasingly doing business with its business community using the latest technology. The process will offer paperless receiving and processing of applications through a configured workflow system.

Applicants will be able to see the status of their application within the system. Upgrades are expected to be completed and the system launched early Fall 2020.



Opportunities

Clayton County welcomes the opportunity to do business with you.

Before you engage in doing business with the County, be aware of solicitation limits by procurement methods.

The One (1) Quote procurement method is used when a purchase does not exceed \$5000.00.

Three (3) Quotes are obtained for all purchase requests over the sum of \$5001.00 and up to \$74,999.99

Request for Quotes (RFQ) may be used when a purchase request is a service such as installation or repairs, and is between \$5000.00 and \$74,999.99 and requires insurance. A contract will be attached to RFQ, and will include a solicitation form, compliance requirements, insurance requirements and requested form submittals, along with a copy of the draft contract.

Invitation to Bid (ITB) is a competitive sealed bid process for cost of services or commodities \$75,000.00 or greater. Specifications are usually clear and defined and cost is the primary basis of the award.

Request for Proposal (RFP) is a competitive process used when the Sealed Bid method is not practical or advantageous. Cost is NOT the primary consideration. RFPs are usually used to procure service contracts, highly technical equipment, etc. This process requires an Evaluation Committee to review proposal submittals.

Upcoming Bid Opportunities

All solicitations can be found in its entirety on the Central Services Department webpage at www.claytoncounty.gov.

Small Business Trade Center

Archive Records Building

Int'l Park VIP Complex Renovations

Various Roadway Construction

Full Concessions at International Park

Annual Contracting Opportunities

The following list current annual contracts and its expiration date. The Annual Contracts list can be found in its entirety on the Central Services Department webpage at www.claytoncounty.gov.

Ball Fields Renovations	11/30/2020
Construction Materials Testing/Inspections/Soil Borings	12/11/2020
Elevator Maintenance and Repair Services	11/29/2020
Interpreter Services for the Juvenile Courts	12/3/2020
Landfill Earthen Material Services	11/30/2020





Welcome to the Team

WE WELCOME OUR NEWLY CERTIFIED FIRMS!!!!

VENDORS	DESCRIPTION
AC/DC Power Technologies	Electrical and Wiring Contractors, Drywall and Insulation Contractors, Building Finishing, Wire and Electrical Maintenance and Repair
Atlanta Traffic Control Services, Inc.	Highway, Street and Bridge Construction Traffic Lane Painting
Brown Electrical Services LLC	Electrical and Wiring Installations Contractors, Facilities Support Services, Indoor Lighting Fixtures, Building Construction, Electrical
Choices Law Services	Office of Lawyers, Mediation product services, Paralegal offices
Claude Paul Chemicals	Industrial Detergents, Soaps, Cleaners, Chemical Products, Janitorial Equipment & Supplies
JNX Partners Staffing & Training	Staffing- Direct Hire - Contract Temp, Training - Job Professional, Employment Placement, Professional Training - Management - Job Training
SD&C Inc.	Family Housing Construction, Water & Sewer Lines Structure Construction, Poured Concrete Foundation, General Freight Trucking, Local



★★★★★★★★★★★★★★
 ★ **Certified** ★
 ★ **Businesses to** ★
 ★ **Date** ★
 ★ **177 SLBEs** ★
 ★ **135 MWBEs** ★
 ★ **4 LVPs** ★
 ★★★★★★★★★★★★★★

Moving Forward



Clayton County will launch its online bidding process for One-time Purchases and Annual Contracts Commodities. Stay tuned for more information.



Virtual Business



Central Services Department seeks to continue to inform our small business community of certification and business opportunities with Clayton County. All workshops will continue to be conducted virtually via Zoom webinars.

Meetings and interviews with business suppliers and applicants will be scheduled and conducted virtually.

SLBE Events

Clayton County Request for Proposal (RFP) /
Invitation to Bid (ITB) Virtual Workshop
Thursday, July 30, 2020
10:00 am – 12:00 pm

Learn Clayton County's Process for Invitation to Bid (ITB)
and
Request for Proposals (RFP).

Join us online!

Must register to attend

<https://rfpibt-clayton.eventbrite.com>

Once registered the webinar access link will be emailed.

How to Do Business with Clayton County
Tuesday, August 4, 2020
10:00 am – 11:00 am

Clayton County embraces the new way of doing business by
offering virtual workshops.

Come learn the systematic process of doing business with
Clayton County. Learn where to find resources for business
license, certifications and contracting opportunities.

Join us online!

Must register to attend

<https://claytoncountyhow2dobiz.eventbrite.com>

Once registered the webinar access link will be emailed.



Clayton County Central Services
Department
Contracts Division
Hosts

Invitation to Bid (ITB)/
Request for Proposals (RFP)
Process Workshop



WHEN: July 30, 2020 10:00 am – 12:00 pm

WHERE: Virtual Workshop

Join us and learn Clayton County's Process for Invitation to Bid (ITB)
and Request for Proposals (RFP).

MUST RSVP TO ATTEND: <https://rfpibt-clayton.eventbrite.com>

Webinar information provided upon registration

For More Information Contact:

Clayton County Central Services at 770-477-3587



Come learn the systematic
process of doing business with
Clayton County.

Learn where to find resources
for business license,
certifications, and contracting
opportunities.

For more information, contact

Clayton County Central Services
770-477-3587

When: Tuesday, August 4, 2020
10:00 am - 11:00 am
Virtual Meeting

Must RSVP to attend
<https://claytoncohow2dobiz.eventbrite.com>



Small Business Tips

4 Tips To Keep Your Business Afloat During COVID-19

Small businesses have been hit especially hard by the pandemic. Some advice for leading through, and spotting opportunity.

Unfortunately, the COVID-19 pandemic has already hit small businesses hard. Small business owners need to be ready to buckle down, reassess and make changes to their business strategy in order to weather the storm (and beyond). Some advice:

- 1. Analyze your ongoing burn-rate in both normal scenarios and 'bear-bones' scenarios.**
Look at where your business is currently spending money, and consider which expenses are avoidable (some are likely even entirely avoidable after a crisis). Think about excess marketing, rent, the size of your company and other expenses that may be reducible without affecting the quality of your business. Efficiency is crucial to being successful and outcompeting rivals.
- 2. Think about adapting to current market trends in a complementary way.**
Current market trends are going to be difficult to understand and predict, but this might work to your advantage. If you quickly spend the time to understand the current landscape of your market and the world, you can re-optimize your business's positioning. Maybe your business can provide its product or services more remotely than you thought. Maybe a brand repositioning is even in order. If you're able to capitalize on this now, then when quarantine lifts you may have an entirely new revenue stream to leverage or a whole new business pathway. Your business could transform from one that is focused exclusively on in-person services and sales to one that approaches those sales from two angles: in person and/or online.
- 3. Look at your competition – what are they doing and what can you learn?**
Some businesses are suffering more than others right now. Study the ones that seem to be making it through this crisis and learn what they're doing differently. Look at both your indirect and direct competition for the best understanding of what others are doing and which strategies seem to be the most effective. While some strategies may not apply cross industry use what you can and shift these strategies to fit your own needs. There are countless opportunities to adjust the macro strategy and positioning of your business in order to better match the competition. If you understand how your competitors position themselves during and after this crisis then you can get ready to have an advantage as businesses begin to return to normal operations.
- 4. Think about the mid-term—is something changing in the way your customers are thinking?**
While the short-term will continue to be dominated by the pandemic, it is important to think about what happens in the midterm as well. Are your customers going to change how they think or act even after the pandemic passes? Maybe some of them will end up preferring using services or buying products remotely even after quarantines lift. You must consider whether traditional business models are going to continue making sense after things "return to normal".

Supplier Survey

Central Services Department has created its first official feedback questionnaire which can be located on the Clayton County's website under the Central Services Department's page. Any feedback from suppliers will help Central Services Department improve the supplier's Procurement experience with Clayton County.

The survey asks questions regarding procurement services as well as customer service skills provided by the Department. Suppliers answers are important and responses will be used to assist in the continuing efforts to improve programs and services provided.

The survey may be accessed at <https://www.surveymonkey.com/r/CCcentralervicesexternal>

