

**Truckee Donner Public Utility District  
Local Preference Procurement Policy  
District Code Section No. 3.08.005**

It shall be the policy of the District to encourage local businesses to provide goods and services to the District in order to maintain a healthy local economy, to increase local competition, and to lower core costs of goods and services. To facilitate this policy, the District shall make purchases in accordance with the following guidelines:

Local preference for the purchases of eligible goods and services may be allowed by providing a 5% local preference where the purchases or contracts with a respective local vendor or business during any fiscal year do not exceed \$100,000.

Proposals for services, by their nature, are evaluated based upon qualifications. A 5% local preference shall be applied towards the fee component when scoring the proposal.

In order to qualify for the above local preference, a vendor or business must either 1) be a District rate payer in good standing for the past six months, or 2) receive District power or water at their business location for the past six months; paid by a third party.

Eligible procurements are:

- Commodities or equipment up to \$10,000;
- Public works contracts up to \$15,000;
- Other service contracts up to \$100,000;
- Special services up to \$100,000; and
- Consulting services up to \$100,000.

This policy shall be reviewed annually to ensure consistency with the overall policy objectives.

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**Examples of the types of procurements are:**

Commodities or equipment

Stationery, supplies, small office equipment, tools, etc.

Public works contracts

Construction, repair, or replacement of public facilities

Other service contracts

Janitorial; facility maintenance, etc.

Special services

Advice in financial, economic, accounting, legal matters, etc.

Consulting services

Services of private architectural, engineering, environmental firms, etc.