Engaging Local and Small Businesses through Collaboration

Presented by
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Agenda
- Definition
- Local & Small Business Policies
- Collaboration with other Agencies
- Branding
- Annual “Signature” Event
- Workshops
- Electronic Tools
- Success Story
- Q&A

Definition of Collaboration
- Collaboration is working with each other to do a task and to achieve shared goals.*

* source – Wikipedia (is a free online encyclopedia, written collaboratively by the people who use it. It is a special type of website designed to make collaboration easy, called a wiki. Many people are constantly improving Wikipedia, making thousands of changes per hour).
Example
- Managing a Marathon or Charity Run/Walk

Example
- Bid Process

Local & Small Business Policies
- What’s your agencies Policy?
- Preferences?
- Goals?
- Definitions
Collaboration with other Agencies

- City
- County
- State
- Education
- Chambers
- SBA
- SCORE

Organize

- Lead Agency
  - Chair
  - Vice Chair/Secretary
- Charter
- Commitment Letter

Identity

- The name of this organization is the “Sacramento Public Agency Consortium”, hereafter referred to as the “SAC PAC”. 
Vision Statement

• The Sacramento Public Agency Consortium will work together to promote economic development by providing education, business resources, and the maximization of contracting and procurement opportunities for the local small business community.

Mission Statement

• The mission of the Sacramento Public Agency Consortium will be to:
  – Collaboratively leverage agency resources to promote supplier and/or vendor participation

Goals

• Collaborate in regional outreach events
• Create a master calendar for all partners to use
• Provide Inter-agency education and information sharing
• Simplify small business certification language and processes
• Develop Inter-agency website linkage
Purpose

- The SAC PAC will assist local small businesses in accessing public agency contracting and procurement opportunities, business development resources and information regarding qualifying for small business supplier and/or vendor programs.

Membership

- Membership is open to duly authorized individuals representing federal, state, county, municipal and private industry entities who are committed to expanding development and encouragement of small local businesses.

- Primary membership shall consist of representatives from local government agencies, and municipal organizations and low-cost or no-cost business resource services. The appointed representative(s) shall act as a liaison between the SAC PAC and their respective agencies and/or constituencies. Primary membership agencies shall be regularly and primarily engaged in small business advocacy and have an interest in public contracting, procurement and program specificity in the areas of commodities, construction, professional services, and general maintenance services.

- Associate membership may include community based organizations and private non-profit or not-for-profit organizations, e.g. chambers of commerce. Associate members shall be regularly and primarily engaged in small business advocacy.

Agency Attendance

- The effectiveness of the SAC PAC depends on regular attendance by member agencies. Regular attendance at meetings helps ensure that progress takes place at all proceedings.

- Attendance Guidelines:
  - 1. Each member agency has designated a Primary and an Alternate representative. Agencies should designate representatives who are available to attend SAC PAC meetings. A representative’s commitment to his/her agency is to maintain regular SAC PAC attendance.
  - 2. In the event that neither the Primary nor the Alternate representative can attend, the agency may designate a delegated representative by notifying the Chair prior to the meeting time.
Structure

• The SAC PAC shall be chaired by the SAC PAC Chair, with the SAC PAC Co-Chair serving in absence of the Chair. Only designated agency members are eligible to serve as a SAC PAC Chair and Co-Chair.
  (duties defined in charter)

Branding

Sacramento Public Agency Consortium (SacPAC)

Supporting and promoting small business connections with government contracting

Small/Local Outreach Events

• How to Do Business with your Agency (partner up!!)
• Small/Local Program/Policy
• Vendor Registration
• eProcurement Demo
• Government Procurement Panels
• Partner with Chambers (facilities and registration)
Annual Signature Event

- Plan it and they will come!
- Reverse Vendor Show
- Workshops
- Keynote Speaker(s)
- FREE (if possible)
- Refreshments
- Sponsors

Funding

- Local Agency
- Chambers
- Grants

Electronic Tools

- Website: http://sacpac.org

GovDelivery®
Success Stories

- Joint NIGP/CAPPO “Conference”
- Vendor

Q&A