

# **RAD's Local Purchasing Policy**

## **Statement of Purpose**

This shall be known as the RAD Local Purchasing Policy. Its purpose is to ensure that RAD preferably purchases products and services from local entities whenever they meet cost, performance requirements and our Green Purchasing Policy.

## **Definitions**

“Local Products and Services” means products or services that are offered, produced or sold by local businesses and individuals and that have greater impact on our local economy when compared with competing products or services offered from businesses outside Teton County Idaho or Alta, Wyoming. This comparison may consider raw materials, finished materials, operational equipment, and any type of services

“Local Products” are products manufactured or sold by licensed businesses or individuals that exist in the boundaries of Teton County, Idaho or Alta, Wyoming

“Local Services” are services offered by licensed businesses or individuals that exist in the boundaries of Teton County, Idaho or Alta, Wyoming

“Practicable” means sufficient in performance and available at a reasonable cost.

“Cost” means the total expense of the product including the initial price, lifecycle costs, and disposal costs.

“Price” means the initial expense to acquire the product.

## **Statement of Policy**

RAD shall purchase local manufactured products or services whenever practicable.

RAD shall require contractors and consultants to use local goods and services whenever practicable and is included in any considerations, interviews and/or bidding processes.

## **Statement of Procedure**

RAD shall be responsible for coordinating implementation of this policy. RAD shall:

1. Assign appropriate personnel to fulfill the requirements of this policy.
2. Research opportunities for procurement of local goods and services and communicate these to purchasing decision makers for evaluation and purchase.
3. Collaborate with specifying agencies to prepare or revise bid documents and contract language where necessary to implement this chapter.
4. Collect and record data on purchases by RAD of local goods and services preferable products.
5. Promote the idea of purchasing local goods and services by publicizing its environmental purchasing policy and its implementation.

6. Educating staff about the policy and listening to staff comments and suggestions.

**Exemptions**

Nothing in this policy shall be construed as requiring the purchase of products that do not perform adequately or are not available at a reasonable cost.