



Montgomery County-based retailers, construction and trades companies, wholesalers, and service firms are encouraged to participate in the **Local Small Business Reserve Program (LSBRP)**.

A wide variety of services and products—sometimes unexpected—are often needed by departments of the Montgomery County government. From catering to cleaning, landscaping to legal, and painting to printed apparel, County small businesses offer many of these products and services.

The Montgomery County Office of Business Relations and Compliance (OBRC) coordinates the LSBRP. Its representatives meet regularly with County department and agency staff members to identify LSBRP contracting opportunities and to explore which provisions of larger contracts might be well suited for small businesses contracts.

Participation in the **Local Small Business Reserve Program** yields several benefits for Montgomery County's small businesses:

- Obtain businesses opportunities from various departments in the County government
- Expose your services and products to potential customers
- Network with and learn from other businesses

**Montgomery County's
Local Small Business Reserve Program**

255 Rockville Pike, Suite 180 ■ Rockville, MD 20850

T: 240-777-9913

lsbrp@montgomerycountymd.gov

www.montgomerycountymd.gov/lsbrp



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MONTGOMERY COUNTY'S



LOCAL SMALL BUSINESS



RESERVE PROGRAM



Now online...
with bigger and better contracting opportunities

www.montgomerycountymd.gov/lsbrp

Local Small Business Reserve Program



In Montgomery County, we've responded aggressively to the current economic downturn to maintain the vitality of our local economy. In December 2008, I announced economic stimulus measures that included 11 action items to sustain and enhance the viability of the business community. Nearly 95% of Montgomery County's companies are considered small businesses. Together, they are a strong and powerful engine that drives our economy.

The newly enacted Local Small Business Reserve Program (LSBRP) is one measure that will keep our economic engine running. Under this

program, Montgomery County's departments and agencies have made a commitment to allocate 20% of their purchases of goods and services for the small business community.

Passage of the Local Small Business Reserve Program (Bill 3-09) was the result of cooperation between my office, members of the County Council and stakeholders in the business community. It is gratifying that through collaboration we have come together to take a positive step towards ensuring our economic security. Please take a few minutes to read the enclosed information, visit the LSBRP website and register, if your business is eligible for the program.

Isiah Leggett
Montgomery County Executive



New County Spending Goals

The new legislation increases the County's spending goal with local businesses from 10% to 20%, directing more than \$10 million in additional annual spending for goods and services to the local economy.

New Employee and Revenue Limits (Thresholds)

The size and annual revenue thresholds for all business types have been expanded, allowing more businesses to enroll in the LSBRP. A higher level of participation by local businesses helps to increase local employment and spending.

Procedural Changes

The LSBRP's website eases the registration process, and a new, weekly e-mail hotline informs businesses of contracting opportunities. Updated procurement procedures enhance the distribution of information, solicitations, contracts and payments, and outreach efforts to solicit additional participants have been increased.

ELIGIBILITY

Eligibility for the LSBRP is determined by ownership type, location, size and gross sales during the most recent three-year period.

Ownership Eligibility

Independently owned businesses only; brokers and subsidiary businesses are not eligible.

Tax Eligibility

A federal tax number or W-9 in the name of the business is required.

Location and Tax Verification

The business must have an operational base in Montgomery County.

New Size and Sales Eligibility Criteria

Type of Business	Employee Limit	Prior 3 Years' Average Sales	Compliance Requirement Wage—Prevailing
Retail	30	\$5 million	Wage
Wholesale	30	\$5 million	Wage
Service	50	\$5 million	Wage
Construction	50	\$14 million	Prevailing
Manufacturing	40	\$14 million	Wage

Computer Requirements

1. Valid e-mail address
2. Ability to electronically transmit required documents
3. Ability to electronically receive e-mail and documents, including solicitations

REGISTRATION

Access the LSBRP website:

www.montgomerycountymd.gov/lisbrp

Once on the website, read *Frequently Asked Questions* and browse the website for additional program information. If you follow the easy, step-by-step instructions, registration will be completed in just a few minutes.

CONTACT US

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