



Joe Lauro, CPPB/CPPO  
Administrative Services Director

Date: October 2, 2019 (\*revised October 18, 2021)

**NOTICE TO ALL PROSPECTIVE  
SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES AND  
LABORSURPLUS AREA FIRMS**

This notice from the Pinellas County Board of County Commissioners Purchasing and Risk Management Division invites you to register to receive solicitation notices for any or all of the below areas:

1. Formal Invitation to Bids and Request for Proposal notifications are accomplished through Pinellas ePro [ebids.pinellas.gov](https://www.ebids.pinellas.gov). For vendor registration information go to <https://www.ebids.pinellas.gov>
2. Consultants' Competitive Negotiation Act (CCNA) Professional Services are accomplished through email notifications. Please be sure to Self-Identify as a CCNA vendor when registering in Pinellas ePro. To be added to the email distribution, please go to <http://www.pinellascounty.org/purchase/CCNA.htm>
3. Quotations must be sent through Pinellas ePro.
4. Pinellas County has a Small Business Enterprise Program (SBE) that provides opportunities and support for small businesses to move from subcontracting and sub consulting to prime contracting and consulting roles. As part of the SBE, the Purchasing Department solicits quotations for purchases to small businesses located in geographical Pinellas County for dollar values of \$5,000 to \$100,000 through email. Supplier lists are based on SBE applications processed through the Economic Development Department. The program is a race and gender neutral program. To complete an SBE application through Pinellas County Economic Development, go to [http://www.pced.org/government\\_contract](http://www.pced.org/government_contract)
5. Pinellas County no longer has the Prequalification Committee process for Capital Improvement Construction Services and has moved to a Two Step process for Construction bids. Construction Prequalification is now Step 1 of the two-step bidding process.
6. Participation in Pinellas County solicitations may also be achieved as a subcontractor. Finding and building relationships with prime contractors may be accomplished by marketing your company directly with prime contractors. Primes meet many subs through the contracting process, so make sure your business cards are memorable and describe your area of expertise. Answer all calls. Prime Contractors may not call a second time if you are non-responsive to their communication.
7. In order to ensure you are included in the Pinellas County procurement process, please visit the websites listed under item no. 1 above for newly advertised solicitations that may be of interest to your firm. In addition, the Purchasing and Risk Division has an Awarded Contract Listing under the Bid Information tab that may be of interest located on the left side of the website at <http://www.pinellascounty.org/purchase/default.htm>

If you have questions about vendor registration, please contact our vendor administrator at (727) 464-5139.

Thank you for your interest in Pinellas County.

PLEASE ADDRESS REPLY TO:  
400 South Ft. Harrison, Sixth Floor  
Clearwater, Florida 33756  
Phone: (727) 464-3311  
FAX: (727) 464-3925  
Website:

[www.pinellascounty.org/purchase](http://www.pinellascounty.org/purchase)

