



Small Business Status Guidelines

As defined in section 4.44.010 of the regulations to the procurement code:

A small business satisfies all the following criteria:

- a) A business that is a continuing, independent, for-profit business which performs a commercially useful function and has total gross receipts of no more than ten million dollars (\$10,000,000) averaged over a three-year period or employs no more than 99 persons on a full-time basis.
- b) A business that does not share or jointly use office space, production, marketing and sales, business support systems, personnel, or equipment with any business not classified by Metro as a small business.
- c) A business that is not owned, controlled, or directed by individuals or groups of individuals who own, control, or direct a business not classified by Metro as a small business.
- d) The majority owner must demonstrate real and substantial control of the daily operation of the business including an overall understanding of managerial, technical, financial competencies, and experience directly related to the type of industry in which the business is engaged in. All submitted documentation must support the owner's ability to control the daily operation of the business.

The purchasing agent may accept small business certifications from the Governor's Office of Diversity Business Enterprise or any other agency whose definition, in the judgement of the purchasing agent, substantively matches the qualifications in R4.44.010.02.