



ST. CLAIR COUNTY BOARD

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MARK A. KERN
CHAIRMAN



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SMALL BUSINESS ADMINISTRATION PROGRAM

POLICY STATEMENT

St. Clair County, the sponsor for MidAmerica St. Louis Airport, maintains a Small Business Administration Program for the Airport in accordance with Federal Acquisition Regulation Part 19, Small Business Programs, and Federal Acquisition Regulation 52.219-1, Small Business Program Representations. The County, as a contractor with the federal government, agreed to comply with the requirements set forth by the Small Business Administration.

It is the County's policy to ensure that all small businesses, as defined in Federal Acquisition Regulation 19.001, have an equal opportunity to participate in Small Business Administration contracts. To achieve this goal, the County will accomplish the following requirements:

- *Ensure that the Airport's Small Business Administration program is administered in accordance with applicable public law.*
- *Ensure nondiscrimination in the award and administration of Small Business Administration contracts.*
- *Provide an equal opportunity for small businesses to compete fairly for Small Business Administration contracts.*
- *Remove any administrative barriers that may be obstacles to small businesses who want to participate in the Small Business Administration program.*
- *Provide assistance to firms to register in a qualified small business category so they may successfully compete in the market place within the Small Business Administration program.*
- *Allow only those firms that fully meet the qualification criteria for small businesses to participate in the Small Business Administration program.*
- *Establish operating procedures to implement the Airport's Small Business Administration program.*
- *Conduct training for Airport personnel involved in contracting for supplies and services in support of Airport operations and activities.*
- *Prepare and submit Standard Form 294 and Standard Form 295 semi-annually.*
- *Network with Small Business Administration offices, industry and other Airport Small Business Liaison Officers to develop source lists and best management practices.*

The Airport's Small Business Administration Program shall be conducted in conjunction with the County's Purchasing Code and the statutes of the State of Illinois.

Chairman Mark A Kern
St. Clair County Board of Commissioners

9/23/2008
(Date)