

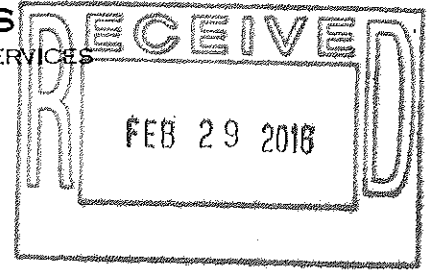
MARCUS J. MOLINARO
COUNTY EXECUTIVE



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COMMISSIONER

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DIRECTOR

COUNTY OF DUTCHESS
OFFICE OF CENTRAL AND INFORMATION SERVICES
DIVISION OF CENTRAL SERVICES



Memorandum

To: Mayors, Supervisors and Other Municipal Officials
From: Christopher Barclay, Director *CB*
Subject: Local Business Registry
Date: February 24, 2016

As you know, the County Executive recently announced a Local Business Registry initiative.

This initiative is in support of changes to the County's procurement policy that gives local businesses added opportunities to compete for goods and services. This also helps the County get the lowest possible prices.

New York State Law and the County's procurement policy govern the procedures for the purchasing of goods and services that require formal bids and quotes. For the purchase of goods and services that fall below monetary thresholds, Dutchess County, to the extent possible, would like to purchase these goods and services from local businesses. As a result, the County has established the online registration system for local businesses.

The system will allow local businesses to quickly register and update details such as what products and services they provide as well as contact information. For this purpose, a "local business" shall refer to: Any operating, commercial entity located physically within the geographic borders of the County of Dutchess that employs at least one full-time employee.

With this in mind, we developed a Local Business Registry promotion card that provides information to local businesses regarding the program and how to register. I encourage you to hand out these informational cards to any local business that you come in contact with that could benefit from this initiative and to suggest they sign up with the Business Registry.

If you would like more of the promotional cards, please let me know by calling Central Services at the number listed below.

Thank you for promoting this important program.