

DOING BUSINESS with Los Angeles World Airports



LAWA | LAX VNY

Rev. 2/ 2022

Los Angeles World Airports



- **LAX** ranked 15th in the world for passenger service
- In 2020, airlines served 28,779,527 passengers (#5 in US)
- In 2019, airlines served 88,068,013 passengers (#2 in US)



- **Van Nuys Airport** – one of the world's busiest General Aviation airports
- Dedicated to non-commercial air travel



- **LA/Palmdale** - LAWA owns and maintains the Palmdale Land Holdings, previously an FAA-certified airport

Workshop Overview

- **Business Opportunities**
- **Competitive Processes**
- **Concessions**
- **The Development Group**
- **Registering on LABAVN**
- **Business Assistance Programs**
- **Certification**
- **Administrative Requirements**
- **Next Steps**

Business Opportunities

LAWA procures hundreds of million \$ annually in Request for Bids (RFBs):

- Goods and Equipment
- Materials and Supplies
- Non-professional services.



LAWA has administered over \$14 Billion in Request for Proposals (RFPs):

- Construction Projects (Planning & Development Group)
- Professional Services including On-Call contracts.

Request For Proposals (RFP)

- A **Request for Proposal** is used for the competitive procurement of the following:
 - Capital Projects (Terminals, Runways, Railroads, etc.)
 - Professional Services (Engineering, Architectural, &/or Environmental Services, etc.)
- The award is based on the winning score according to the selection criteria which may include:
 - Concept
 - Experience
 - Cost
 - Etc.
- RFP's can be for individual items, services, or contracts.

Important RFP Information to Note

- **DUE DATE (COVID-19 info)**
 - There are no exceptions to the stated Due Date and Time
 - RFP proposal submittal must be uploaded through Box
 - Upload instructions are located on LABAVN RFP page.
- **QUESTIONS & CLARIFICATIONS**
 - Must contact the designated LAWA Project Manager for RFPs.
- **AUTHORIZATION**
 - RFP must be signed by someone authorized to encumber the bidding/proposing company.
- **PRE-PROPOSAL MEETINGS**
 - Non-mandatory.

Additional RFP Requirements

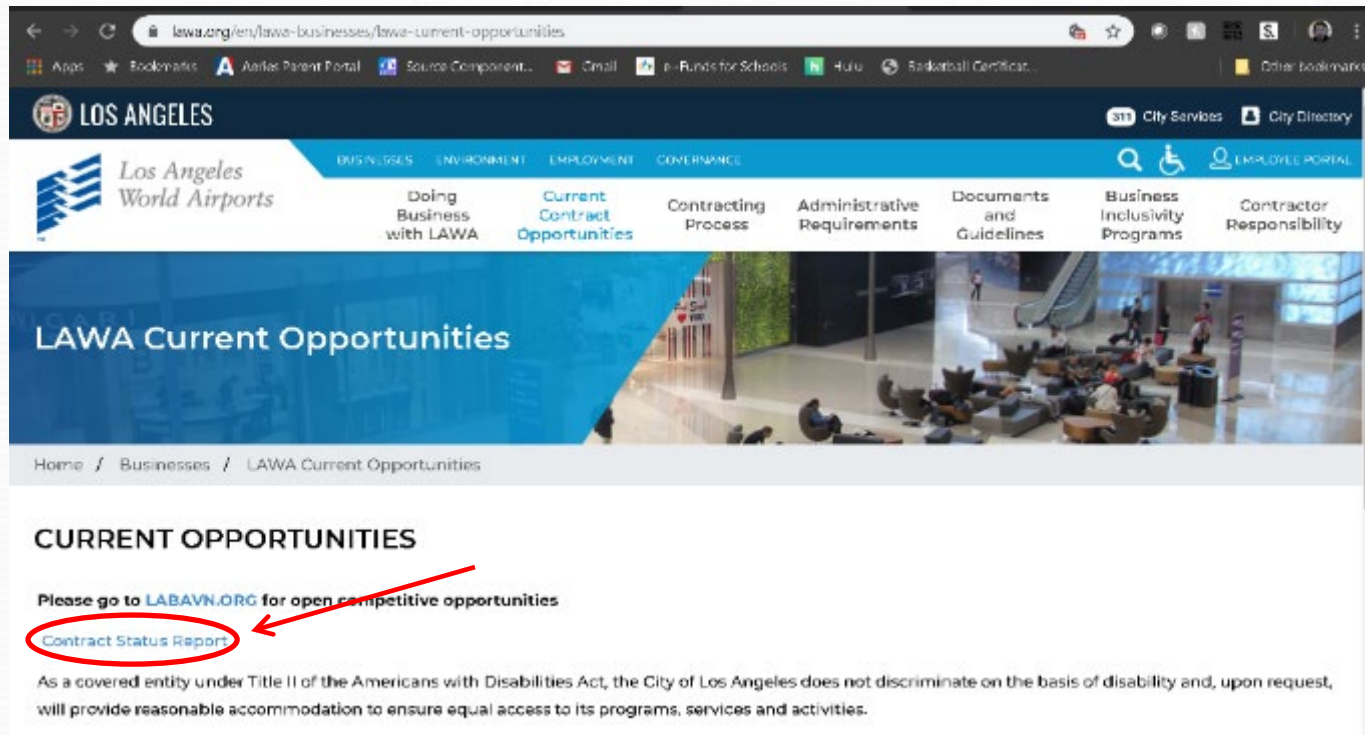
- **COMPLETION OF DOCUMENTS**
 - Any Worksheets and Administrative Requirements must be filled out as directed and returned complete, in the order received. Failure to do so may invalidate RFP.
- **BE CAREFUL**
 - Be sure to read and complete the RFP documents accurately. Failure to do so may invalidate your RFP.

Construction Forecast Report (Planning & Development Group)

- See Contracts and Procurements Document
- For questions, contact PDGprocurement@lawa.org

Contract Status Report (updated monthly)

- <https://www.lawa.org/en/lawa-businesses/lawa-current-opportunities>



Questions?

Current Contract Status Report:

| Contract | Contract Description | Start Date | End Date | Target Value |
|------------|--|------------|-----------|---------------|
| 4700002062 | Financial Advisory Services | 5/5/2021 | 5/4/2022 | 150,000.00 |
| 4700002044 | Installation for Set-top backbox CableTV | 5/7/2021 | 5/6/2022 | 37,034.29 |
| 4700002050 | RSMeans Online - Renewal License | 5/18/2021 | 5/17/2022 | 34,344.00 |
| DA-5357 | FMUG Facility, Mtc., Repair, Ops, - HVAC | 5/20/2019 | 5/19/2022 | 2,638,524.00 |
| DA-5358 | FMUG Reg. 4 Testing | 5/20/2019 | 5/19/2022 | 2,029,683.00 |
| 4600006340 | Maint of Airfield Lighting Ctrl Sys-Yr1 | 5/23/2019 | 5/22/2022 | 300,000.00 |
| DA-5066 | CTA Shuttle Service | 6/1/2016 | 5/31/2022 | 61,500,000.00 |
| DA-5369 | ACAMS Replacement Project | 6/4/2019 | 6/3/2022 | 14,258,512.00 |
| 4600006341 | Bulk Salt | 6/5/2019 | 6/4/2022 | 120,000.00 |
| 4700002058 | Construction audit of LAMP projects | 6/8/2021 | 6/7/2022 | 150,000.00 |
| 4700002052 | On-Call Fine Art Services | 6/14/2021 | 6/13/2022 | 60,000.00 |
| DA-5360 | On-Call Env. Tech. & Exp. Consul | 6/15/2019 | 6/14/2022 | 2,750,000.00 |
| DA-5361 | On-Call Env. Tech. & Exp. Consul | 6/15/2019 | 6/14/2022 | 3,500,000.00 |
| DA-5362 | On-Call Env. Tech. & Exp. Consul | 6/15/2019 | 6/14/2022 | 3,500,000.00 |
| DA-5363 | On-Call Env. Tech. & Exp. Consul | 6/15/2019 | 6/14/2022 | 2,750,000.00 |
| DA-5364 | On-Call Env. Tech. & Exp. Consul | 6/15/2019 | 6/14/2022 | 2,500,000.00 |
| 4700002091 | Law Office of Roberta M Yang | 6/15/2021 | 6/14/2022 | 100,000.00 |
| 4700002059 | BID 2101463 - Bradley Sculpture Restore | 6/17/2021 | 6/16/2022 | 20,206.00 |
| 4700002060 | BID 2101463 - Bradley Sculpture Restore | 6/17/2021 | 6/16/2022 | 15,750.00 |
| 4700002054 | GBAC Star Accreditation | 6/17/2021 | 6/17/2022 | 15,000.00 |
| DA-5204 | On-call Prof. Architect. Design Srvcs | 6/20/2018 | 6/19/2022 | 5,050,000.00 |
| 4700002055 | Pluralsight Training Subscription | 5/31/2021 | 6/27/2022 | 50,000.00 |
| 4700001852 | Laboratory tests 06/30/19-06/29/20 | 6/30/2019 | 6/29/2022 | 45,000.00 |
| 4700002057 | Marketing Services | 7/1/2021 | 6/30/2022 | 12,000.00 |

Request For Bids (RFB)

- A **Request for Bid** is used for the competitive purchase of the following:
 - Goods
 - Equipment
 - Non-professional services.
- The contract award is made to the lowest priced bid that is deemed to be:
 - Responsive – accurate completion of the bid
 - Responsible – determined to be capable of meeting the specifications.
- Bids can be for individual items, services, or contracts from 1 to 5 years in duration.

Important RFB Information to Note

- **DUE DATE (COVID-19 Info)**
 - There are no exceptions to the stated Due Date and Time
 - RFB bid submittal must be uploaded through Box
 - Upload instructions are located on LABAVN RFB page.
- **QUESTIONS & CLARIFICATIONS**
 - Must contact the designated LAWA Procurement Analyst via email for RFBs.
- **AUTHORIZATION**
 - RFB must be signed by someone authorized to encumber the bidding/proposing company.
- **PRE-BID MEETINGS**
 - Mandatory vs. Non-mandatory.

Additional RFB Requirements

- **COMPLETION OF DOCUMENTS**
 - Bid, Worksheets and Administrative Requirements must be filled out as directed and returned complete, in the order received. Failure to do so may invalidate RFB.
- **PAYMENT TERMS**
 - Discount terms of 25 days or more can impact your RFB evaluation.
- **DEVIATION FROM SPECIFICATIONS**
 - When allowed, bidders desiring to quote on any other comparable make/brand must indicate make/brand and model name/number.
- **BE CAREFUL**
 - Be sure to read and complete the bid documents accurately. Failure to do so may invalidate your RFB.

Soliciting Bids and Proposals

All City of Los Angeles RFB/RFPs are available on:

- The **Los Angeles Business Assistance Virtual Network** web site: www.labavn.org.

Questions?

LAWA Concessions Overview

What is a concession?

An **Airport Concession** is defined as:

1. A business located on an **Airport** that is engaged in the sale of consumer goods or services to the public under an agreement with an **Airport**, another **concessionaire**, or the owner or lessee of a terminal.
2. A business conducting one or more of the following activities, even if it does not maintain an office, store, or other business location on an Airport, as long as the activities take place on the Airport: management contracts and subcontracts, a web based or other electronic business in a terminal or which passengers can access at the terminal, an advertising business providing advertising displays or messages to the public on the Airport, or a business providing goods and services to concessionaires.

Does LAWA manage all concessions at LAX?

Yes, using two concession management models – (1) direct management for airport wide concession services and for Food & Beverage and Retail for Terminals 4, 5, 7 and 8; and (2) via a Terminal Commercial Manager (TCM) for Terminals 1, 2, 3, 6 and Tom Bradley International Terminal (TBIT).

LAWA's Current Concession Operators

LAX - BUSINESS RELATIONSHIP MANAGERS

Commercial Development Division

Main Line (424) 646-7200



| Company Name | Concession Type | Business Relationship Managers (BRM) |
|--|--------------------------|--------------------------------------|
| Aiclear LLC | Expedited Travel Service | Titus G DeCoursey (Concessions) |
| Areas USA LAX, LLC | Food and Beverage | Vimal A Patel (Concessions) |
| Bank of America | ATM | Titus G DeCoursey (Concessions) |
| Bottling Group LLC | Vending Machines | Vimal A Patel (Concessions) |
| DFS Group LP | Duty-Free Retail | Vimal A Patel (Concessions) |
| DN Dakota/JME LAX 8549 Pucks LLC | Food and Beverage | Vimal A Patel (Concessions) |
| DN Dakota/JME LAX 8589 Farmers LLC | Food and Beverage | Vimal A Patel (Concessions) |
| Host International Inc | Food and Beverage | Vimal A Patel (Concessions) |
| Hudson-Magic Johnson Enterpr-Concourse Venture LLC | Retail Shops | Vimal A Patel (Concessions) |
| JCDecaux Airport Inc | Advertising | Denise G Sample (Concessions) |
| LAX Retail Magic 2 JV | Retail Shops | Vimal A Patel (Concessions) |
| LAX Retail Magic 3-4 JV | Retail Shops | Vimal A Patel (Concessions) |
| Lenlyn Limited | Currency Exchange | Titus G DeCoursey (Concessions) |
| Smarte Carte Inc | Luggage Carts | Vimal A Patel (Concessions) |
| URW Airports LLC | Food/Beverage & Retail | Benet Yow arski (Concessions) |
| XpresSpa LAX Airport LLC | Spa Services | Vimal A Patel (Concessions) |

LAWA Concession Opportunities

How do I get my business at the airport?

Concessions are selected via an open competitive solicitation basis. To be notified of any opportunities, interested parties may:

- Register with the LA City website to be notified of an opportunity.
- Reach out to Unibail Rodamco Westfield (URW) at (310) 646-1770 to learn more about opportunities available for terminals managed by TCM.

Other than an RFP issued by LAWA, how can I get my business at the airport?

- Educate yourself on partnership opportunities. Airport Concessions Disadvantaged Business Enterprise (ACDBE) is a certification your business may qualify for.
- Educate yourself on concession companies and research their ACDBE opportunities.
- Competitive Evaluation Process (CEP) through TCM.

LAWA Concession Timelines

When do LAWA concession agreements expire?

- LAWA concession and service agreements expire on June 30, 2025.
- Depending on the agreement, there may be an opportunity to extend the agreement.
- Unit Concession agreements managed by TCM have various expiration dates.

How long are LAWA concession agreements?

The average term for a concession agreement is 10 years.

Concessions Contact

Concessions Questions:

Isela Toledo: Commercial Development Division

Contact:

- itoledo@lawa.org
- 424-646-5148

The Development Group (TDG) Procurement

What We Do:

- Procure construction and professional services to advance the development of projects at our airports.
- Oversee the procurement process to ensure fair and legal competition for all TDG projects.
- Assist with addenda, pre-bid/proposal conferences, contract conformance, and other processes related to procuring these services.

TDG Procurement - Past Procurements/Contracts

| TDG CONTRACTS | | |
|-------------------------------|-----------------|--|
| Vendor Name | Contract Number | Contract Description |
| SENATOR INTERNATIONAL INC | DA-5350 | MSC Furniture |
| RIVERS & CHRISTIAN | DA-5201 | On-call Prof. Architect. Design Svcs |
| HKS ARCHITECTS INC | DA-5205 | On-call Prof. Architect. Design Svcs |
| PAUL MURDOCH ARCHITECTS APC | DA-5202 | On-call Prof. Architect. Design Svcs |
| DWL ARCHITECTS PLANNERS INC | DA-5203 | On-call Prof. Architect. Design Svcs |
| GRIFFITH COMPANY | DA-5314 | VNY Taxiway B - Phase 2 |
| HNTB CORPORATION | DA-5316 | On-Call Prof. Engineering Design Svcs. |
| IRON MOUNTAIN INFORMATION | 4700002023 | BID 2100550 Art work Storage & Administ |
| RS&H CALIFORNIA INC | DA-5318 | On-call prof. engineering design svcs. |
| AECOM TECHNICAL SERVICES INC | DA-5315 | On-call prof. engineering design svcs. |
| TURNER PCLA JOINT VENTURE | DA4971 | MSC North |
| RS&H CALIFORNIA INC | DA-5173 | Engineering Design & Construct Admin |
| CINNABAR CALIFORNIA, INC. | 4700002052 | On-Call Fine Art Services |
| CARNEVALE AND LOHR INC | 4700002059 | BID 2101463 - Bradley Sculpture Restore |
| MODERN ART FOUNDRY INC | 4700002060 | BID 2101463 - Bradley Sculpture Restore |
| M ARTHUR GENSLE JR & ASSOCIAT | DA-5204 | On-call Prof. Architect. Design Svcs |
| SCULPTURE CONSERVATION STUDIO | 4700002061 | BID 2101463 - Bradley Sculpture Restore |
| CINNABAR CALIFORNIA, INC. | 4700002066 | Terminal 4 & 7 Case Refurbishment - Ph 2 |
| WOODS BAGOT ARCHITECTS PC | DA-5383 | MSC South - Design Services |
| SWINERTON BUILDERS | DA-5305 | ITF West |
| CLARK CONSTRUCTION | DA-5395 | Receiving Station-X Phase 1 |
| SULLY MILLER CONTRACTING CO | DA-5389 | Taxiway P |
| GRANITE CONSTRUCTION COMPANY | DA-5396 | Taxiway A Rehab Phase 2 - VNY |

TDG Procurement Opportunities

- LABAVN

<https://labavn.force.com/LABAVN/s/>

- LAWA

www.lawa.org

Contract Status Report and Potential Opportunities:

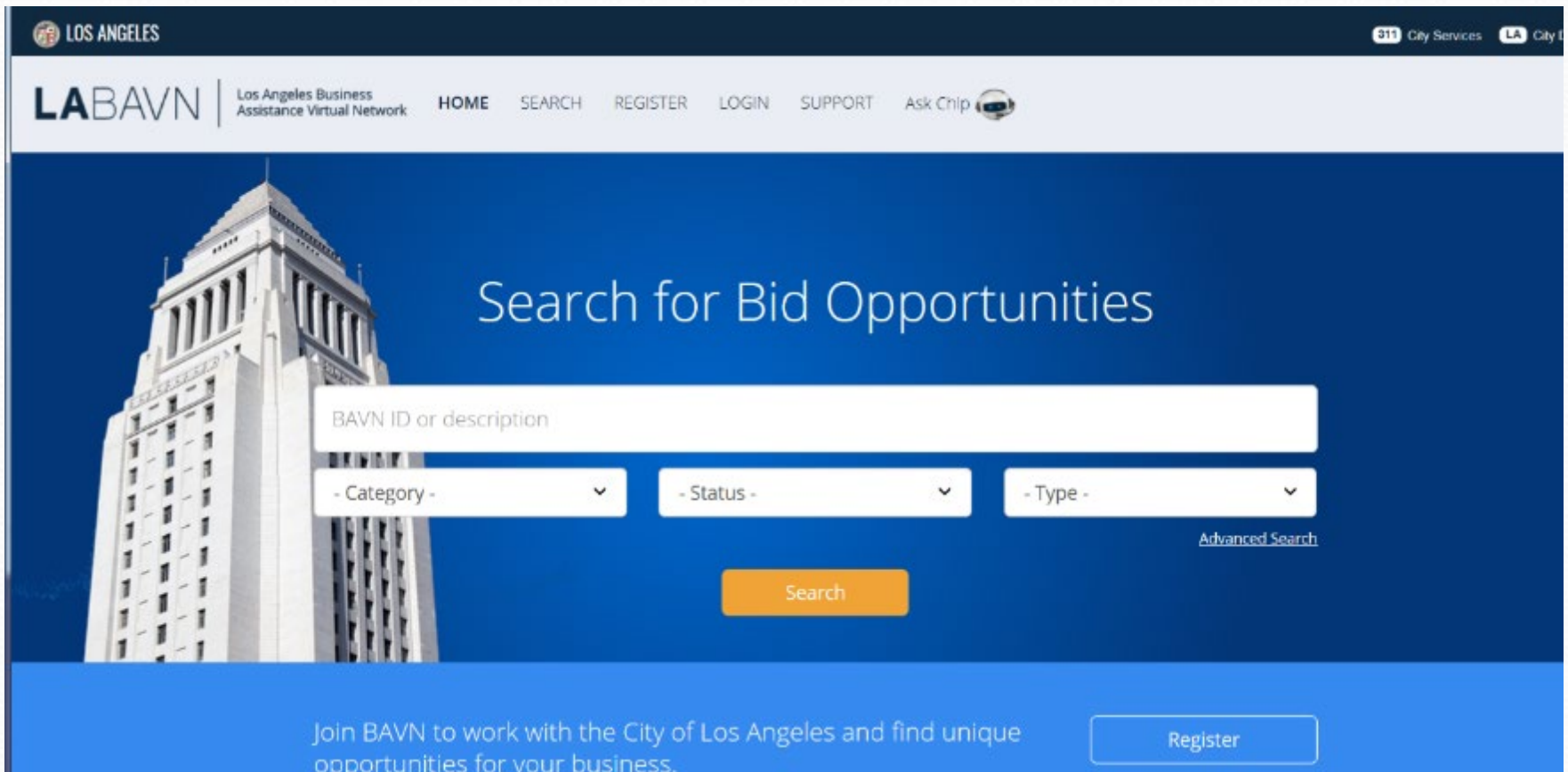
<https://www.lawa.org/lawa-businesses/lawa-current-opportunities>

- TDG Procurement

pdgprocurement@lawa.org

Cliff Cortes, Procurement Supervisor

Registering w/LABAVN...



The screenshot displays the LABAVN (Los Angeles Business Assistance Virtual Network) website. The header includes the "LOS ANGELES" logo, "311 City Services", and "LA City of Los Angeles". The navigation bar contains links for "HOME", "SEARCH", "REGISTER", "LOGIN", "SUPPORT", and "Ask Chip" with a chat icon. The main content area features a large image of the Los Angeles City Hall and the text "Search for Bid Opportunities". Below this is a search form with a text input field labeled "BAVN ID or description", three dropdown menus for "Category", "Status", and "Type", and a "Search" button. A link for "Advanced Search" is also present. At the bottom, a blue banner encourages users to "Join BAVN to work with the City of Los Angeles and find unique opportunities for your business." with a "Register" button.

LOS ANGELES 311 City Services LA City of Los Angeles

LABAVN | Los Angeles Business Assistance Virtual Network

HOME SEARCH REGISTER LOGIN SUPPORT Ask Chip

Search for Bid Opportunities

BAVN ID or description

- Category - - Status - - Type -

[Advanced Search](#)

Search

Join BAVN to work with the City of Los Angeles and find unique opportunities for your business.

Register

Registering on LABAVN

The screenshot shows a web browser window with the URL `labavn.org/index.cfm?fuseaction=user.registration&CFID=20724286&CFTOKEN=3a0c2f0fe5e2642-3AFFBE59-9B8E-0178-8545...`. The page title is "Register a BAVN account". A light blue banner at the top of the form area contains the text: "Please check first if your company is already registered by entering the information below".

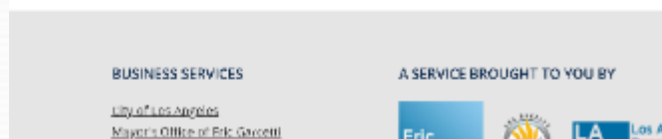
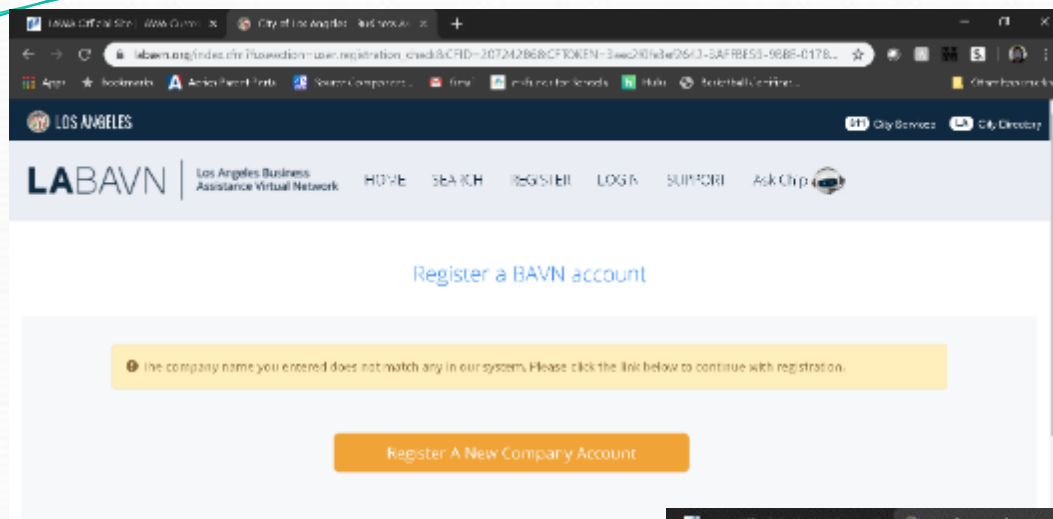
Below the banner, there are two registration paths separated by a large "OR" in the center. Both paths start with a red asterisk and the word "Required".

Left Path: CHECK FOR AN EXISTING COMPANY ACCOUNT

- Company Name*:
- Sole Proprietor*:
- Email address*:
- Located*:
- Tax ID*:
-

Right Path: CHECK FOR AN EXISTING USER ACCOUNT

- Company ID*:
- Email address*:
-



This screenshot shows the LABAVN registration page with a five-step process bar at the top: 1. Company Information, 2. Select MAJIS Codes, 3. Add Certifications, 4. Enter User Information, and 5. Confirm Information. The first step, "Company Information", is selected. Below the process bar, the text "Okay, let's get started :)" is displayed, followed by the instruction "Please enter your company's information. Fields marked with a * are required." The registration form includes the following fields:

- Company Name*: Lee Products
- Address 1*: Address
- Address 2: Address2
- City*: *City
- State*: California
- Zip*: *Zip

LAWA Official Site | LAWA Curve | City of Los Angeles | Business Affairs |

labaan.org/index.cfm?fuseaction=user.registration_new&c=Lee%20Products&e=calebjoon@yahoo.com&t=24-2345&l=0&sp=0...

Country* United States Phone* *Phone

Description Description (Optional)
0/100 characters max

Great, now let's gather some company info.

Contractor* Prime

Non-Profit No

Sole Proprietor No

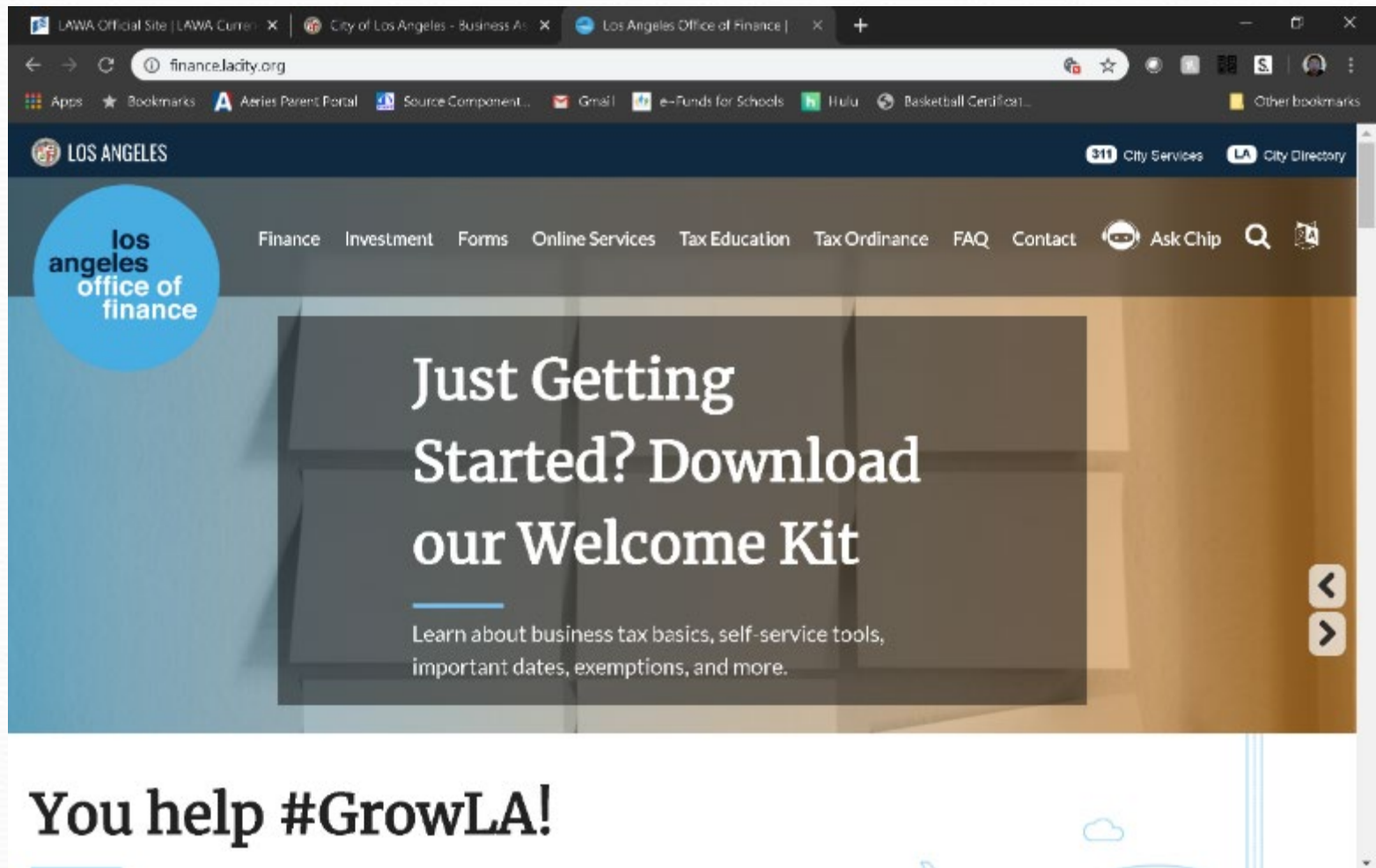
BTRC Number Enter BTRC

The Office of Finance issues BTRC (Business Tax Registration Certificate) numbers to legally registered companies in Los Angeles.

Tax Id* 24-2345

Back Next

<https://finance.lacity.org/>



LABAVN | Los Angeles Business Assistance Virtual Network

HOME SEARCH REGISTER LOGIN SUPPORT Ask Chip

- 1 Company Information
- 2 Select NAICS Codes
- 3 Add Certifications
- 4 Enter User Information
- 5 Confirm Information

What type of business are you?

NAICS codes are a classification system developed by the US Census Bureau to determine what types of work a business performs. Select NAICS codes for your profile to let us know the type of work your business performs. Start by clicking a 2 digit code and drill down until you can select a 6 digit code to add to your profile.
[Visit the Census website](#) for more information on the NAICS code system and help selecting NAICS codes

SELECT NAICS CODES:

To select a NAICS code, select a 2-digit code below to display its associated codes, then keep drilling down to see more associated codes until you are able to finally select a NAICS code.

Show all 2 digit NAICS codes ← Start here

Back Next

LAWA Official Site | LAWA Current | City of Los Angeles - Business Affairs |

labam.org/index.cfm?fuseaction=user.registration_new&c=Lee%20Products&e=calebjoon@yahoo.com&t=24-2345&f=0&sp=0...

Apps | Bookmarks | Aeries Parent Portal | Source Component... | Gmail | ee-Funds for Schools | Hulu | Baseball Certificat... | Other bookmarks

SELECT NAICS CODES:

To select a NAICS code, select a 2-digit code below to display its associated codes, then keep drilling down to see more associated codes until you are able to finally select a NAICS code.

Show all 2 digit NAICS codes ← Start here

- ▶ [11](#) Agriculture, Forestry, Fishing and Hunting
- ▶ [21](#) Mining
- ▶ [22](#) Utilities
- ▶ [23](#) Construction
- ▶ [45](#) Retail Trade
- ▶ [48](#) Transportation and Warehousing
- ▶ [49](#) Transportation and Warehousing
- ▶ [51](#) Information
- ▶ [52](#) Finance and Insurance
- ▶ [53](#) Real Estate and Rental and Leasing
- ▶ [54](#) Professional, Scientific, and Technical Services
- ▶ [55](#) Management of Companies and Enterprises
- ▶ [56](#) Administrative and Support and Waste Management and Remediation Services
- ▶ [61](#) Educational Services
- ▶ [62](#) Health Care and Social Assistance
- ▶ [71](#) Arts, Entertainment, and Recreation

Browser address bar: <https://www.census.gov/naics/>

Navigation bar: [Main](#) [History](#) [Development Partners](#) [Federal Register Notices](#) [NAICS](#) [FAQs](#)

North American Industry Classification System

NAICS Search:

Enter keyword or 2-6 digit code

2017 NAICS Search

Enter keyword or 7-45 digit code

2012 NAICS Search

Enter keyword or 2-6 digit code

2007 NAICS Search

Reference Files

- 2017 NAICS
- 2012 NAICS
- 2007 NAICS
- 2002 NAICS
- 1997 NAICS
- Concordances
- Downloadable Files
- NAICS Update Process Fact Sheet (PDF, 145KB)

Contact Us

naics@commerce.gov

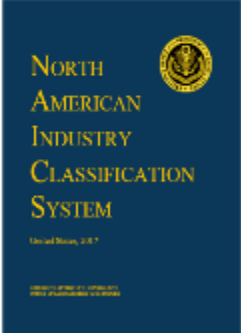
Introduction to NAICS

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.

NAICS was developed under the auspices of the Office of Management and Budget (OMB), and adopted in 1987 to replace the [Standard Industrial Classification \(SIC\) system](#). It was developed jointly by the [U.S. Economic Classification Policy Committee \(ECPC\)](#), [Statistics Canada](#), and Mexico's [Instituto Nacional de Estadística y Geografía](#), to allow for a high level of comparability in business statistics among the North American countries.

This official U.S. Government Web site provides the latest information on plans for NAICS revisions, as well as access to various NAICS reference files and tools. Additional information on the background and development of NAICS is available in the [History](#) section of this Web site.

2017 NAICS Manual



[View or download this publication](#)

[PDF, 7.5MB]

Announcements

The revised 2022 NAICS Update Process Fact Sheet is now available [PDF, 146KB]

The 2017 NAICS Manual is now available here to view or download

NAICS 2017 Revision is final

August 08, 2016 [PDF, 290KB]
North American Industry Classification System—Revision for 2017, Notice, Vol. 81, No. 152

2017 NAICS Structure [XLSX, 84KB]

2017 NAICS to 2012 NAICS [XLSX, 58KB]

2012 NAICS to 2017 NAICS [XLSX, 58KB]

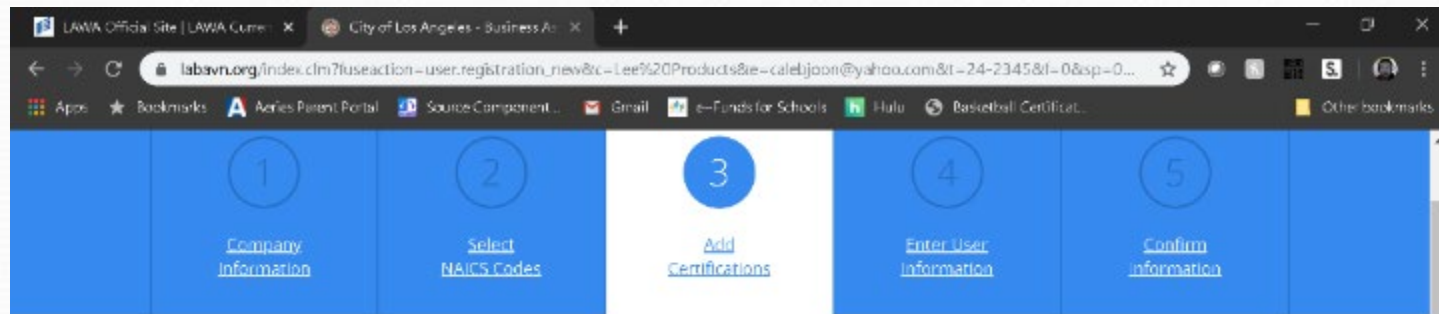
August 04, 2016 [PDF, 325KB]
North American Industry Classification System (NAICS) - Updates for NAICS 2017, Notice, Vol. 80, No. 149

August 09, 2014 [PDF, 292KB]
2017 North American Industry Classification System (NAICS) Revision - Notice Regarding Implementation of the Factoryless Goods Producer Classification in NAICS 2017, Notice

is this page helpful?

May 2012

Yes No



Are you certified?

The Bureau of Contract Administration will review and verify your requests before your company is displayed on BAVN as certified.

| Cert | Description | Certifying Agency | Cert Number |
|--|---|---|--|
| <input type="checkbox"/> DBE | Disadvantaged Business Enterprise | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |
| <input type="checkbox"/> MBE | Minority-Owned Business Enterprise | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |
| <input type="checkbox"/> WBE | Women-Owned Business Enterprise | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |
| <input type="checkbox"/> SLB | Small Local Business | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |
| <input type="checkbox"/> SBE(LA) | Small Business Enterprise (LA) | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |
| <input type="checkbox"/> EBE | Emerging Business Enterprise | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |
| <input type="checkbox"/> DVBE | Disabled Veteran Business Enterprise | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |
| <input type="checkbox"/> LBE(LA) | Local Business Enterprise (LA) | You will need to apply for the City of Los Angeles' LBE certification after registration. | |
| <input type="checkbox"/> SBE (Proprietary) | Small Business Enterprise (Proprietary) | <input type="text" value="Select..."/> | <input type="text" value="000-00000-000"/> |

LABAVN Official Site | LABAVN Customer X City of Los Angeles Business Affairs X

labavn.org/index.cfm?useaction=user.registration_new&c=Lee%20Products&e=calebjoon@yahoo.com&t=24-2345&f=0&sp=0...

Apps Bookmarks A Series Parent Portal Source Component... Gmail e-Funds for Schools Hulu Basketball Certificat... Other bookmarks

1 Company Information

2 Select NAICS Codes

3 Add Certifications

4 Enter User Information

5 Confirm Information

Let's set up your user info

Your login information will be emailed to you after you have completed your registration.

First Name* *First Name

Last Name* *Last Name

Email calebjoon@yahoo.com

Confirm Email* *Confirm Email

Title Title

Back Next

Q & A

BUSINESS, JOBS & SOCIAL RESPONSIBILITY

THE FUTURE
IS NOW

OUR MISSION

- Maximize access to business and job opportunities
- Ensure that local, diverse communities benefit from LAWA'S investments
- Set the global airport standard for public corporate social responsibility

LAWA BUSINESS, JOBS & SOCIAL RESPONSIBILITY DIVISION



BUSINESS

- Business Navigation & Support
- Business Inclusion Contract Requirements
- Contractor Development
- Bonding Assistance Program
- Contract Finance Assistance Program
- Workforce Recruitment & Sourcing
- Diversity, Equity, Inclusion Engagement
- Targeted Outreach & Engagement

businessandjobs@lawa.org
424-646-7300

www.lawa.org/groups-and-divisions/business-jobs-and-social-responsibility

LAX: OPPORTUNITIES- ACTIVE PROJECTS

| PROJECT | LAMP BUSINESS INCLUSION REQUIREMENTS | | | | |
|---------|--------------------------------------|-----|-----|------|------|
| | PHASE | SBE | LBE | LSBE | DVBE |
| APM | DESIGN | 22% | 8% | 3% | 3% |
| | BUILD | 18% | 7% | 5% | 3% |
| | O & M | 17% | 10% | 5% | 3% |
| | | | | | |

| CONRAC | PHASE | SBE | LBE | LSBE | DVBE |
|--------|--------|-----|-----|------|------|
| | DESIGN | 18% | 50% | 10% | 3% |
| | BUILD | 22% | 20% | 5% | 5% |
| | O & M | 20% | 7% | 5% | 3% |

| ITF-W | PHASE | SBE | LBE | LSBE | DVBE |
|-------|--------------------------------------|-----|-----|------|------|
| | DESIGN & BUILD | 20% | 10% | 5% | 3% |
| | Plus all firms named in the proposal | | | | |

| PROJECT NAME | DEVELOPER or PRIME | APPROX. PROJECT VALUE |
|--|--------------------|-----------------------|
| LAMP Automated People Mover | LINXS | \$3,100,000,000 |
| Southwest Airlines 1.5 | Hensel Phelps | \$493,000,000 |
| United Airlines | Hensel Phelps | \$536,800,000 |
| Southwest Airlines | Hensel Phelps | \$612,000,000 |
| Midfield Satellite Concourse North (MSC North) | Turner-PCL | \$1,427,700,000 |
| Delta Terminal Project Enabling | Clark-McCarthy | \$268,000,000 |
| LAMP Utilities & Enabling (LULEP) | Myers-Griffith | \$309,530,000 |
| Delta Sky Way Program | S&P/STV JV | \$1,900,000,000 |
| Delta Hangar | Skanska | \$50,000,000 |
| North Central Outfall Sewer | Steve Bubalo | \$10,700,000 |
| Runway 7L 25R Reconstruction | Granite | \$51,000,000 |
| Terminal Cores & APM Interface | Austin Commercial | \$336,531,000 |

LAX: WHAT YOU SHOULD KNOW



KNOW YOUR AGENCY

Do your Research

Understand opportunities & priorities

Understand administrative requirements

Develop relationships with agency staff

Register with BAVN

Attend workshops hosted by agency



STAY READY

Get (STAY) certified

Focus your business- do one thing & do it well

Build your capacity- look for training and mentor opportunities

Understand your finances- understand bonding, cash flow, insurance, taxes, credit

Network

Use the Project Labor Agreement to your Advantage



KNOW YOUR CUSTOMER

Understand the project: design, procurement and bid package schedule

Understand your contract

Plan for "the gap"

Develop relationships with your prime

Be careful about your bid- Bid to make a PROFIT

BE PREPARED

The doors of opportunity are open.

Prepare to walk through.

LAX: SMALL BUSINESS POLICIES & SUPPORT



ESTABLISH LAWA CONTRACTOR RECRUITMENT PIPELINE PARTNERSHIPS

Build a pipeline of firms at various levels of readiness



LAX BUSINESS NAVIGATION & SUPPORT OFFICE

Help small, local, diverse firms navigate LAWA and connect to resources



NEW! BUILDLAX-THE LAWA CONTRACTOR DEVELOPMENT ACADEMY

Provides small contractors support and preparation to address the challenges they may encounter accessing contract opportunities on LAWA projects.

BUSINESS, JOBS & SOCIAL RESPONSIBILITY

For more information please contact:

Clarence Espinosa
cespinosa@lawa.org

For general inquires, contact the Business Jobs and
Social Responsibility Division at **BusinessandJobs@lawa.org** or
(424) 646 -7300.



First Source Hiring Program

**Business, Jobs & Social
Responsibility Division (BJSR)**

Program Description

- The First Source Hiring Program (FSHP) is a valuable resource to connect LAX employers with job seekers.
- The program requires employers and their sub-contractors to participate by posting and promoting their jobs on www.jobsatlax.org.
- Applicants can apply directly on the company's website or directly on the www.jobsatlax.org website.
- Contractors can post their jobs manually and communicate with job seekers directly.
- Currently the website has 100,000+ active job seeker accounts and 50,000+ searchable resumes.

Next Steps for Selected Contractors

- Contact FSHP to register once a LAX contract has started by reaching Clarence Espinosa at cespinosa@lawa.org for guidance and technical assistance needs.
- Complete the “FSHP Company Profile Form” located under the “Employment” tab on www.JobsatLAX.org
- Designate a liaison to work with FSHP (i.e. Manager, Human Resources personnel, etc.).
- Work with the FSHP team to post jobs online and utilize the features of the system to hire prospective employees.

Los Angeles World Airports

For more information, please contact:

Business, Jobs & Social Responsibility
First Source Hiring Program
6053 W. Century Blvd., Suite 300
Los Angeles, CA 90045
Phone: (424) 646-7300

Websites: www.jobsatlax.org

Email: cespinosa@lawa.org

LAWA Contractor Development & Bonding Program

“Doing Business with Los Angeles World Airports”

Rosa Osorio
Senior Account Manager
550 S Hope Street, Suite 1835
Los Angeles, CA 90071
Cell: 213-327-5259
rosa@imwis.com



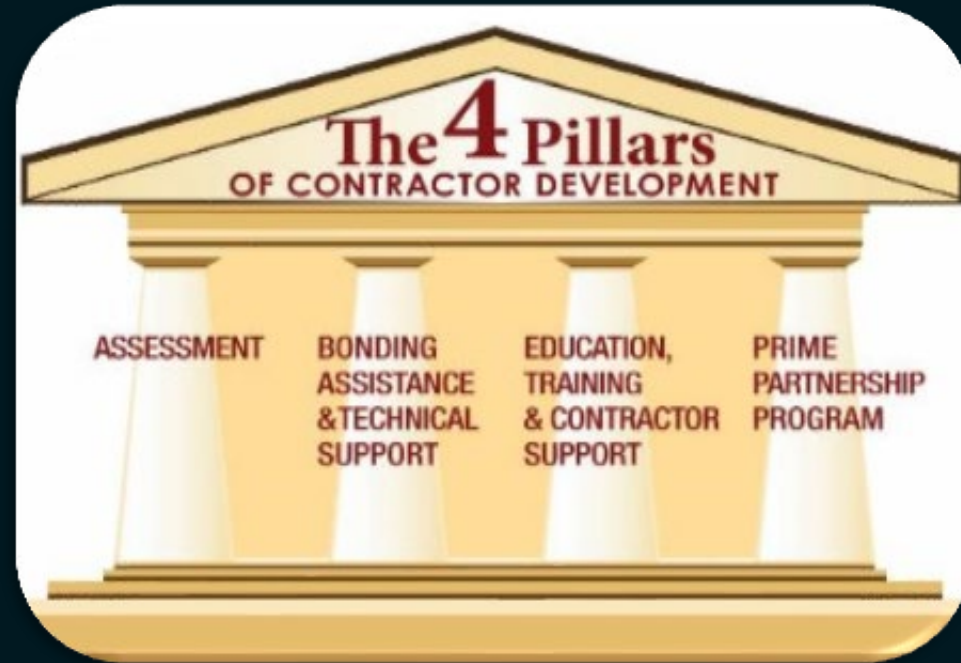
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INSURANCE SERVICES

... Of Like Minds

LAWA | LAX VNY

LAWA Contractor Development Program Services

To reduce the barriers of bonding/capacity, enabling greater and successful participation of small, local, minority, women and disabled veteran owned businesses in public contract opportunities.



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INSURANCE SERVICES

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LAWA | **LAX VNY**

LAWA Contractor Development Program Services

- ❑ Obtaining or Increasing Bonding Capacity
- ❑ Contractor Development, Capacity Building and Technical Services
- ❑ Dedicated Account Manager (Business Development)
- ❑ Agency Collateral Support
 - ❑ Bid, Performance & Payment Bonds for Qualified Contractors
- ❑ Third Party Funds Administration
- ❑ Accounting Cost Subsidy
 - ❑ \$3,200 for CPA Prepared Financial Statements
- ❑ Weekly Bid, Project and Event Email Alerts

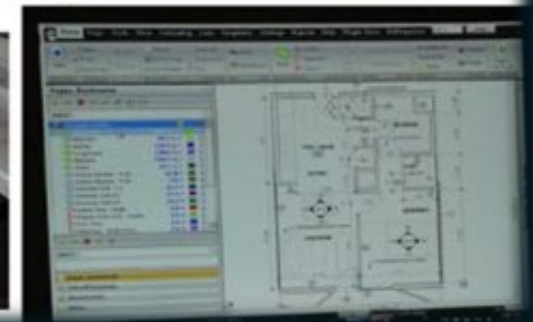


... Of Like Minds

LAWA | LAX VNY

LAWA Contractor Development Technical Assistance

- ❑ Assessment & Work Plan
- ❑ Contractor Profile
- ❑ Certifications
- ❑ Capacity Building
- ❑ Bid Document Review
- ❑ Contract Monitoring
- ❑ Monthly Workshops & Coaching
- ❑ Construction Training Academy
 - ❑ Bidding & Estimating
 - ❑ Contract Award Management



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INSURANCE SERVICES

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LAWA | LAX VNY

LAWA Contractor Development Bid Document Review

Bid Review Disclaimer: Bid Review is a courtesy for contractors enrolled in the Contractor Development and Bonding Program and who meet the minimum requirements. Neither Merriwether & Williams Insurance Services nor Metro Agency is responsible for errors, oversights, omissions or misstatements made in the preparation of the Bid Review.

- ☐ Attend Pre-Bid
- ☐ Review Plans & Specs
- ☐ Assist with Identifying Risks
- ☐ Assist with Identifying Required Bid Documents
- ☐ Schedule Additional Meetings Prior to Bid Submission
- ☐ Follow Up After Bidding Process



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LAWA Contractor Development Contract Monitoring



- ☐ Contract Review with Contractor
- ☐ Project Kick-off
- ☐ Monthly Site Visits (If Applicable)
- ☐ Status Reports
- ☐ Construction Schedule
- ☐ Cost Management
- ☐ Closeout



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LAWA Contractor Development & Bonding Program

“Doing Business with Los Angeles World Airports”

Rosa Osorio
Senior Account Manager
550 S Hope Street, Suite 1835
Los Angeles, CA 90071
Cell: 213-327-5259
rosa@imwis.com



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GETTING CERTIFIED

Small Business Enterprise (SBE-Proprietary)

Local Small Business (LSB (formerly Small Local-now online)

Local Business Enterprise (LBE)

**Disabled Veterans Business Enterprise
DVBE (LAWA)**

Certification Recognition

Local Small Business Enterprise (LSBE) (LAWA)

Federal Programs Certification

Disadvantaged Business Enterprise (DBE)

Airport Concessions DBE (ACDBE)

SBE (Proprietary) Certification

Requirements:

- Firm is independently owned and operated
- Firm meets small business criteria set forth by the Small Business Administration (8a) Business Development Program or State DGS Small Business Program, whichever standard is higher

Advantage:

- Certification provides additional opportunities in competing against non-certified subcontractors for procurement opportunities calling for SBE (Proprietary)-certified firms

Process:

- If certified by one of the agencies on the chart in the following slide, provide copy of the certification or approval letter; OR if not, submit SBE (Proprietary) Application for processing.
- Certification is good for two years.

Applying:

- Go to
<https://bca.lacity.org/Uploads/cca/SBE%20%28Proprietary%29%20Application.pdf>

Types of Projects: Construction, professional and non-professional projects valued over \$150,000.

SBE (Proprietary) Certification

If your firm is currently certified with one of the following agencies you do **NOT** need to go through the Certification process, simply submit a copy of your certification to a Certification analyst or with your bid/proposal.

| CERTIFYING AGENCY | CERTIFICATION | ACCEPTED BY LAWA FOR SBE (PROPRIETARY)? |
|--|----------------------------------|---|
| <u>Federal Small Business Administration (SBA)</u> | SBA 8(a) Business Devpt. Program | Yes |
| <u>State of California Department of General Services (DGS)</u> | SB, SB-Public Works, SB (micro) | Yes |
| <u>California Department of Transportation (CALTRANS)</u> | SMBE, SWBE, DBE | Yes |
| <u>L.A. County Metropolitan Transportation Authority (METRO)</u> | SBE, DBE | Yes |
| California Unified Certification Program (CUCP) Agencies: <ul style="list-style-type: none"> • California Department of Transportation (CALTRANS) • <u>City of Fresno</u> • <u>City of Los Angeles</u> • <u>L.A. County Metropolitan Transportation Authority (METRO)</u> • <u>San Diego County Regional Airport Authority (SAN)</u> • <u>San Francisco Bay Area Rapid Transit District (BART)</u> • <u>San Francisco International Airport (SFO)</u> • <u>San Francisco Municipal Transportation Agency (SFMTA)</u> • <u>San Mateo County Transit District (SAMTRANS)</u> • <u>Santa Clara Valley Transportation Authority (VTA)</u> | DBE | Yes |
| <u>US Women's Chamber of Commerce (USWCC)</u> | WOSB, EDWOSB | Yes |
| <u>Women's Business Enterprise Council West (WBEC-WEST)</u> | WOSB | Yes |
| <u>National Women Business Owners Corporation (NWBOC)</u> | WOSB, EDWOSB | Yes |
| <u>City of Los Angeles</u> | SBE, SLB | Yes |
| <u>County of Los Angeles</u> | LSBE | Yes |

Local Small Business (LSB) Certification (formerly Small Local; changed as of 8/7/2021)

Requirements:

- Principal office located in the County of Los Angeles
- Gross receipts (including affiliates) for the previous fiscal year must be less than \$5 million (formerly \$3 million)
- City of Los Angeles Business Tax Registration Certificate

Advantage:

- Certified LSB responsible bidders on procurement contracts under \$100,000 given a 10% deduction on their bid amount

Process (on-line in BAVN as part of LBPP (LBE) Application Form):

- Apply on-line, Application is reviewed, a copy of current taxes, and BTRC will be requested as part of required documents
- Certification process is simple and good for 30 months or two and a half years

Applying:

- Go to www.LABAVN.org

Type of Contracts: Mostly goods and commodities.

LBE Certification

Requirements:

- Must have business workspace within County of Los Angeles boundaries:
 - Headquartered (physically conducts and manages all operations) in the County; **OR**
 - at least 50 of its full-time employees perform work within the boundaries of the County at least 60 percent of their total hours worked on annual basis; **OR**
 - at least half of its full-time employees work within the boundaries of the County at a minimum of 60 percent of their total regular hours worked on annual basis.
- City of Los Angeles Business Tax Registration Certificate
- Current on all City & County taxes

Advantage:

- Certified LBEs on procurement contracts over \$150,000 are given an 8% deduction on the bid amount or 8 points toward the proposal score

Process (on-line in BAVN):

- LBPP Application Form completed by Local Business
- Application posted by Local Business on LABAVN (Mayor's website) & verified by BCA/LAWA
- Certification valid for five years.

LBE Certification

Applying:

- After registering on LABAVN, download an LBPP Application form and apply on-line

Example: Any type of business, the major eligibility criteria is business workspace/headquarters located within LA County boundaries

NOTE: LAWA does not accept Harbor's LBE or LA County LSBE certification. LBE Certification does not apply to contracts that involve the expenditure of funds that are not entirely within LAWA's control; i.e., grants, federal funds, etc.

Also, virtual business offices, PO Box centers, mail centers, or other temporary business locations are not eligible for LBE certification.

DVBE (LAWA) Certification

Requirements:

- Must be certified by any one of three agencies, two Federal, one State of California (**see following slide**) and
- Must **also** have business workspace within the State of California:
 - Headquartered (physically conducts and manages all operations) in the State; **OR**
 - at least 50 of its full-time employees perform work within the boundaries of the State at least 60 percent of their total hours worked on annual basis; **OR**
 - at least half of its full-time employees work within the boundaries of the State at a minimum of 60 percent of their total regular hours worked on annual basis.
- City of Los Angeles Business Tax Registration Certificate
- Current on all City, County, & State taxes

Advantage:

- Certified DVBE(LAWA)s on procurement contracts over \$150,000 are given an 8% deduction on the bid amount or 8 points toward the proposal score

Recognized for DVBE (LAWA) Certification

| CERTIFYING AGENCY | CERTIFICATION | ACCEPTED BY LAWA AS DVBE (LAWA)? |
|---|---|---|
| U.S. Department of Veterans Affairs* | Service-Disabled Veteran-Owned Small Business (SDVOSB) | Yes |
| U.S. Small Business Administration* | Service-Disabled Veteran-Owned Small Business (SDVOSB) | Yes |
| State of California | Disabled Veteran Business Enterprise (DVBE) | Yes |

*The Federal SDVOSB must be headquartered or have employees working at a business workspace in California in order to be certified as a DVBE (LAWA)

- **If a firm, after uploading a DVBE(LAWA) Affidavit in BAVN, is verified as being certified by one of the Federal agencies as an SDVOSB and is also verified as certified as a City of Los Angeles LBE, that firm will be granted DVBE (LAWA) certification.**

DVBE (LAWA) Certification

Process (on-line in BAVN):

- Affidavit of Eligibility completed by Disabled Veterans Business firm
- Affidavit posted by Disabled Veterans Business firm on LABAVN (Mayor's website) & verified by LAWA
- Certification valid for five years.
- An optional site visit may be conducted to verify State of California location.

Applying:

- After registering on LABAVN, download a DVBE(LAWA) Affidavit and apply online.

Example: Any type of business

NOTE: DVBE (LAWA) Certification does not apply to contracts that involve the expenditure of funds that are not entirely within LAWA's control; i.e., grants, federal funds, etc.

LAWA's Local Small Business Enterprise (LSBE) Certification Recognition

- **There is no separate LSBE certification process with the City of Los Angeles or with LAWA. In order to qualify as a LAWA LSBE, a firm must be certified as an SBE(Proprietary) and LBE**
- **What happens if I have LSBE certification from the County of Los Angeles?**
 - Your firm will be recognized as an SBE (Proprietary) by LAWA.
 - However, you must submit a LBPP Application with the City of Los Angeles.
 - If your firm meets the City of Los Angeles' LBE criteria and consequently obtains LBE certification, your firm will then be recognized as both an LBE and LSBE by LAWA.

LAWA's Local Small Business Enterprise (LSBE) Certification Recognition

Advantage: Certification provides additional opportunities in competing against non-certified subcontractors for procurements opportunities calling for LSBE (LAWA)-recognized firms

Example: Any type of business

NOTE: As mentioned previously, LAWA does not accept LA County LSBE Certification for Local Business Enterprise Certification Recognition.

DBE/ACDBE Certification Requirements

| | DBE | ACDBE |
|--|---|---|
| Ownership & Control Requirements | For-profit, independent business that is at least 51% owned <u>and</u> controlled by socially and economically disadvantaged individuals (Asian-Pacific, Black, Hispanic, Native American, Subcontinent Asian, Women) | |
| Qualifying Owner's Personal Financial Limit | Less than \$1,320,000 (excluding equity in primary residence and applicant business) | |
| Business Gross Receipts Limit, (Including Affiliates) | Small Business Administration Industry Size Standards up to \$26.29* million (averaged over 3 years) | \$56.42 million (averaged over 3 years) |
| Type of Business | Any | A business that is: (a) located on the airport selling consumer goods or services to the public (excludes taxi, custodial & security services, and aeronautical activities) OR (b) Suppliers of goods and services to concessionaires (includes management, advertising, & web-based contractors) |

*Increased from \$23.98 million, effective January 13, 2021

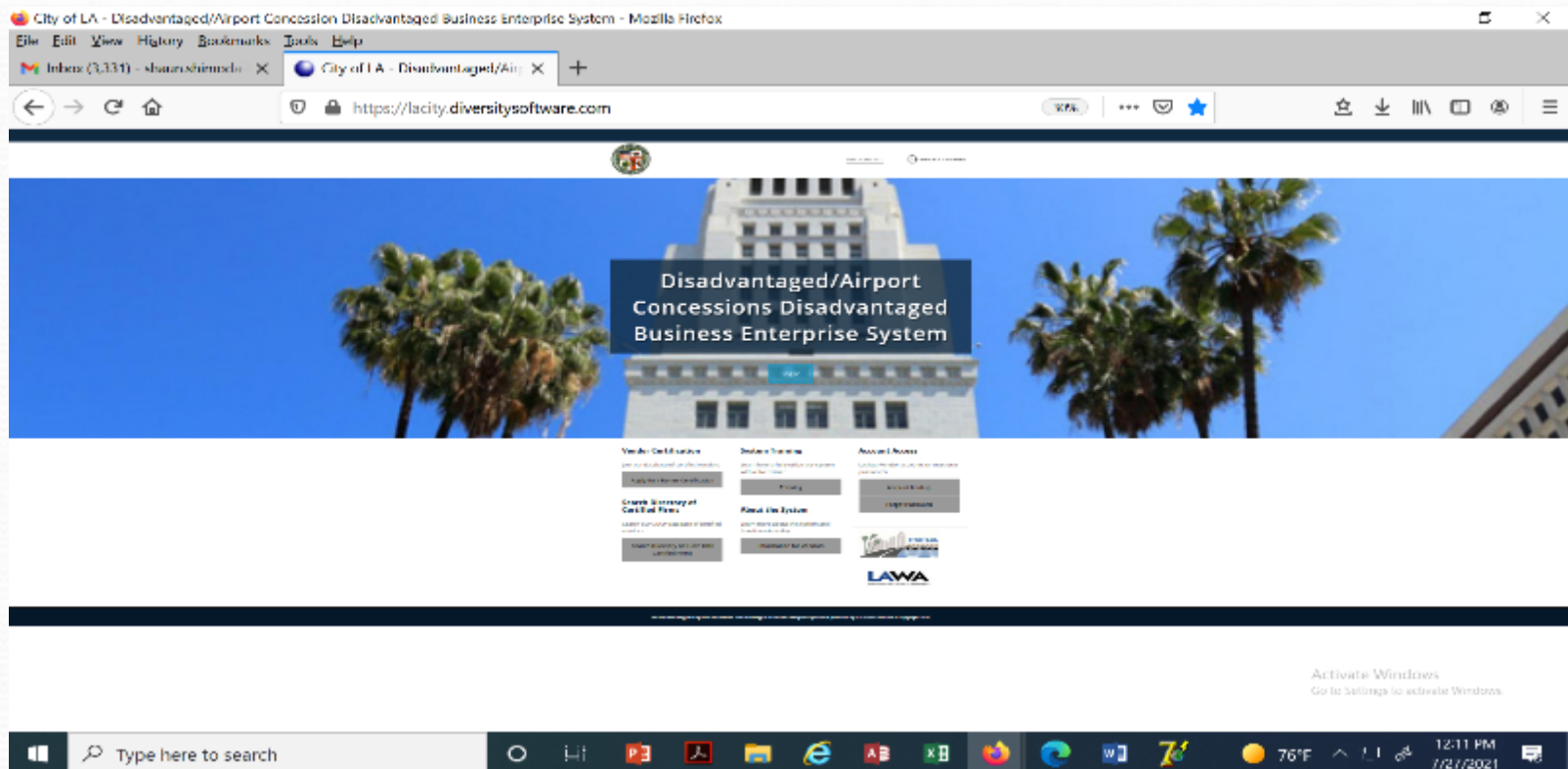
DBE / ACDBE Certification

Applying for DBE or ACDBE Certification:

Please note: New as of March 2021

For potential new DBE/ACDBE applicant firms, please use the weblink below to register and apply.

Click here to access the <https://lacity.diversitysoftware.com/>



DBE / ACDBE Certification

Advantage:

- Certification provides additional opportunities in competing against non-certified subcontractors
- Marketing exposure through nationwide, statewide, and citywide databases
- One stop shop – the City's DBE/ACDBE certifications are honored throughout CA (CUCP includes CALTRANS, Metro, etc.)
- DBE/ACDBE certification is good until or unless removed for cause; e.g., change in ownership or control, exceeds size standards or net worth or failure to cooperate.

ACDBE Examples:

- On-line and hard copy airport magazine publisher
- On-line digital advertising vendor
- Vehicle Service and Maintenance Provider off the LAWA campus who performs CHP-standard vehicle inspections and services. Staff also repairs, services, and maintains tour buses and shuttle vans that transport travelers to and from LAX.
- Vending machine operator providing baby products
- Dark Chocolate Manufacturer, candy and other products

DBE/ACDBE Certification Process

1. Preliminary Intake Review:

Submitted documents are checked for completeness

2. Desk Audit:

Supporting documents are reviewed to determine eligibility for certification, additional information may be requested

3. Mandatory Site Visit (Due to COVID-19, virtual or telephonic):

Interview applicant at the business location; physical verification that business exists, additional information may also be requested

4. Final Review for Approval/Denial

Start the Certification Process Today!

Getting Certified

For more information:
<http://bca.lacity.org>

Certification Helpline
(213) 847-2684
bca.certifications@lacity.org

Shaun Shimoda-Kobayashi, LAWA Certification Manager
(213) 847-2650
shaun.shimoda-kobayashi@lacity.org

Elaine Luong-Huynh, LAWA Certification Analyst
(213) 847-2436
elaine.luong@lacity.org

Directories of Certified Firms:

CUCP: <https://dot.ca.gov/programs/business-and-economic-opportunity/dbe-search> > Directory
City of LA: <http://bca.lacity.org> -> Certification Listings -> Click on DBE/MBE/WBE Directory



ADMINISTRATIVE REQUIREMENTS

Administrative Requirements

Due with bid/proposal

- Affidavit of Non-Collusion (*Form: Notary signature*)
- Bid Bond (*Form, project specific*)*
- Bidder Contribution Limits (*Form CEC 55, >\$100,000*)
- Contractor Responsibility Program (*Form, Board approval*)
- Equal Benefits Ordinance (*Form, project specific*)*
- Municipal Lobbying Ordinance (*Form CEC 50, > \$25,000*)
- Vendor Identification Form
- Subcontractor Participation Plan
- *Iran Contracting Act of 2010*
- Insurance (pricing only), if greater than \$1 million...requirements...

Administrative Requirements

Selected Bidder/ Proposer Requirements

- Affirmative Action Plan (*Language*)
- Assignment of Anti-Trust Claims (*Language*)
- Child Support Obligations (*Language*)
- First Source Hiring Program (*LAX only*)
- Labor Peace Agreement (*Language, concessions only*)
- Living Wage Ordinance/Service Contractor Worker Retention Ordinance (*Language; if applicable, complete the Correct Exemption Form*)*
- Insurance (*Form*)

Administrative Requirements

Administrative Requirements Website:

<http://www.lawa.org> - > About LAWA - >
Business Opportunities - > Administrative Requirements

Next Steps...

1. Check the products and services that LAWA needs on www.lawa.org -> Business Opportunities -> What LAWA Buys as well as the LAWA Construction Forecast Report. Additionally, reach out to Prime Contractor and potential business partners.



2. Research applicable CERTIFICATION Programs and APPLY.



3. Register on Los Angeles Business Assistance Virtual Network – LABAVN at www.labavn.org



4. Check the Expiring Contracts Report at <https://www.lawa.org/en/lawa-businesses/lawa-current-opportunities> for contracts that are about to expire.



Next Steps...

5. Contact Business Jobs & Social Responsibility Division for upcoming Outreach Events.



6. Attend any relevant pre-bid/proposal meetings (refer to RFB/P)



7. Research LAWA's Contractor Development & Bonding Program for technical assistance.



8. Research LAWA's First Source Hiring Program for any employee needs.



9. If applying, contact the Contract Administrators of the RFB/P regarding questions on the scope of work.

Next Steps... (cont.)

10. **Contact Procurement Services Division (Contract Services Unit) regarding Administrative Requirements at (424) 646-5380 or go to www.lawa.org
- > About LAWA - > Business Opportunities - >
Administrative Requirements**

Contact Information

| | | | |
|---|--|--|---|
| LAWA Business, Jobs & Social Responsibility | (424) 646-7300 | businessandjobs@lawa.org | https://www.lawa.org/groups-and-divisions/business-jobs-and-social-responsibility |
| LAWA Procurement Services Division | PSD Main Line: (424) 646-5380 | Purchasing: (424) 646-7392 | https://www.lawa.org/en/group-s-and-divisions/procurement |
| City of Los Angeles Contractor Development and Bonding Program (Rosa Osorio, Senior Account Manager) | (213) 327-5259 | | rosa@imwis.com |
| LAWA First Source Hiring Program | (424) 646-7300 | | cespinosa@lawa.org |
| LAWA Risk Management Insurance Compliance Section | (424) 646-5480 | | |
| Department of Public Works, Bureau of Contract Admin. | bca.certifications@lacity.org | | |
| LA Business Assistance Virtual Network | http://www.labavn.org | | |

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