

DOING BUSINESS WITH LAWA WORKSHOP

LOS ANGELES WORLD AIRPORTS

LAWA | LAX VNY

Rev 09/2024

Los Angeles World Airports



- In 2023, airlines served 75.1 million passengers (#5 in US)
- In 2022, airlines served 66 million passengers (#5 in US)
- In 2021, airlines served 48 million passengers (#5 in US)
- In 2020, airlines served 28 million passengers (#5 in US)
- In 2019, airlines served 88 million 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**
- **Registering on RAMP**
- **Business Assistance Programs**
- **Certification**
- **Administrative Requirements**
- **Next Steps**

Business Opportunities

LAWA procures almost \$400 million annually in Request for Bids (RFBs):

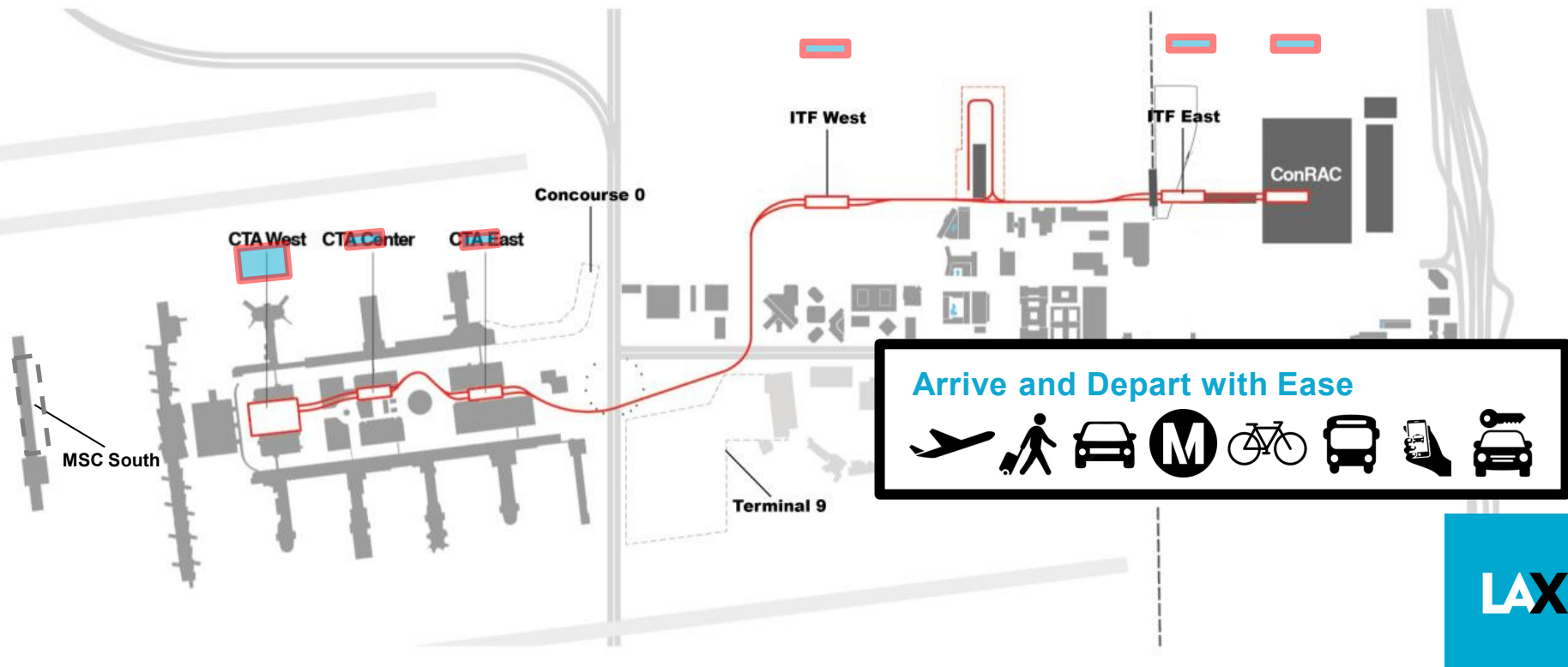
- Goods and Equipment
- Materials and Supplies
- Non-professional services.



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

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

Efficiency and Dependability for Every Traveler



Request For Proposals (RFP)

- A **Request for Proposal** is used for the competitive procurement of:
 - 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: **Bonfire***

- **DUE DATE**

- There are no exceptions to the stated Due Date and Time
- **RFP proposal submittal must now be uploaded via LAWA's new eSourcing Application: BonFire**

- **QUESTIONS & CLARIFICATIONS**

- All questions are now submitted through Bonfire.

- **AUTHORIZATION**

- RFP must be signed by someone authorized to encumber the proposing company.

- **PRE-PROPOSAL MEETINGS**

- Non-mandatory.

Additional RFP Requirements

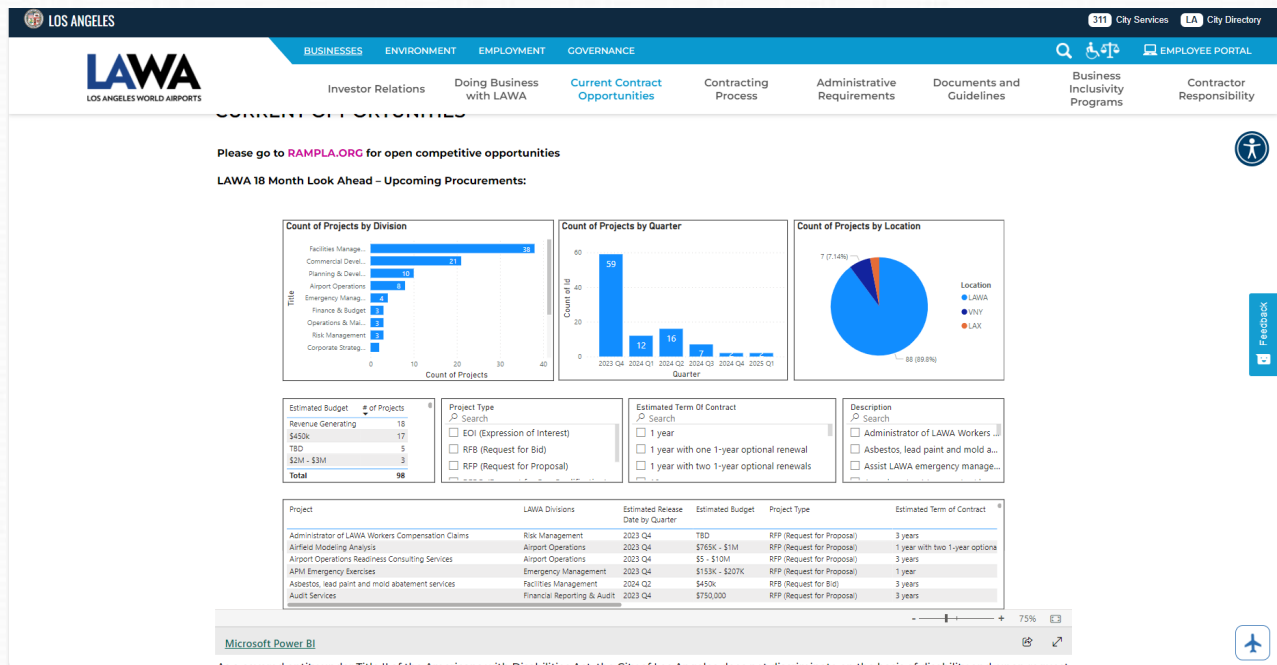
- **COMPLETION OF DOCUMENTS**
 - Any Worksheets and Administrative Requirements must be filled out as directed and returned complete, in the order received. Failure to do so may invalidate RFP.
- **BE CAREFUL**
 - Be sure to read and complete the RFP documents accurately. Failure to do so may invalidate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

Construction Forecast Report

(LAWA Development Group)

LAWA 18 month look ahead- upcoming procurements:

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



For questions, contact PDGprocurement@lawa.org

Request For Bids (RFB)

- A **Request for Bid** is used for the competitive purchase of:
 - 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: Bonfire

- **DUE DATE**

- There are no exceptions to the stated Due Date and Time
- **RFB bid submittal must be uploaded through Bonfire**

- **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 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 Regional Alliance Marketplace for Procurement (RAMP)** web site:
<https://www.rampla.org>
- Bonfire
<https://lawa.bonfirehub.com/portal/?tab=openOpportunities>

Current/Future Construction Opportunities

SKANSKA

REQUEST FOR PROPOSAL

Project: Roadways, Utilities & Enabling (RUE) Project at Los Angeles International Airport (LAX)
Owner: Los Angeles World Airports (LAWA) (DA-5462)

RFPs: 035LR CTA RS-X DUCT BANK

Bids Due: October 7, 2022 by 2:00pm

Skanska is soliciting in good faith all interested subcontractors, as well as certified SBE/LBE/DVBE companies for CTA RS-X DUCT BANK.

Join the RFP(s) and Download 035LR Documents at: <http://bit.ly/rueplanroom>

Mandatory Online Pre-Bid Meeting: Friday, September 23, 2022 at 10:00am. **Meeting is mandatory for prime bidders!**
Please register by clicking on the following link and clicking on the "Register" button on the Webex webpage:
<https://bit.ly/035LRorebid>

All relevant project information including plans and specifications can be found in the documents on BuildingConnected. Plans and specifications are available for viewing at our office by appointment, contact Connie Brown to schedule or download free in BuildingConnected.

Please return your bid and submit RFIs on BuildingConnected. If you need assistance getting access to BuildingConnected feel free to contact me directly at connie.l.brown@skanska.com or 951-202-3113.

This project has 20% SBE, 7% LBE, 3% LSBE and 3% DVBE participation goals for construction. All bidders should be registered with any applicable S/L/DVBE certifications in the City of LA Regional Alliance Marketplace for Procurement (RAMP): www.ramp-la.org at time of bid. Should you have any questions regarding the City of LA certification process, contact Skanska DBE Compliance Coordinator, Connie Brown, at connie.l.brown@skanska.com for further assistance.

Skanska intends to conduct itself in good faith with all interested subcontractors as well as certified S/L/DVBE firms looking for subcontract opportunities on this project. Subcontractor may be requested to furnish a bond, if required Skanska will pay bond premium up to 1%. Please call if we can assist you in obtaining bonding, lines of credit, insurance, necessary equipment, materials and/or supplies. Assistance to S/L/DVBE subcontractors and S/L/DVBE suppliers in obtaining bonding, lines of credit, or other capital financing is available through the DOT Bond Assistance Program at (800) 532-1169. You can learn more about the City of LA's Contractor Development and Bonding Program (CDBP) at https://www.labavn.org/index.cfm?fuseaction=misc.business_insurance.

Skanska is an EEO/AA/Vet/Disability Employer.

On behalf of the Skanska team, thank you for your interest in our project.

Kind Regards,

Connie Brown

Skanska LAWA RUE Project Phone 1 951-202-3113

Skanska USA Civil 1995 Agua Mansa Road Riverside, CA 92509

About the Project

LAWA has awarded a five-year Design Build (DB) contract to Skanska USA Civil West California District, Inc., for design and construction services for the Roadways, Utilities & Enabling (RUE) Project at Los Angeles International Airport (LAX). This project will construct a number of key individual projects that are either directly related to the Landside Access Modernization Program (LAMP), or will provide a utility service or enabling work for a LAMP related project or facility. To learn more and register for bid opportunities visit the LAWA RUE Public Planroom at: <http://bit.ly/rueplanroom>

- Keep an eye out for subcontracting opportunities under Skanska USA Civil for work on Roadways, Utilities & Enabling (RUE) Project at LAX

<http://bit.ly/rueplanroom>

\$30 BILLION TRANSFORMATION



The Development Group, Economic Impact Team

LAWA | LAX VNY

Economic Impact Team: Inclusivity & Workforce Development



- Establishes CIP Inclusivity & Workforce standards
- Monitors compliance & Prompt Payment
- Contractor Partnering & Engagement
- XBE Capacity Building
- Measure and report CIP economic impact
- LCP Tracker implementation
- Incorporate Best Practices & Track Lessons Learned

\$30 Billion Capital Improvement Program

LAWA has the industry's largest and most complex Capital Improvement Program

Terminal Development Program

- The West Gates at Tom Bradley International
- Terminal 1.5, 2, 3, 4, 5, 6
- Terminal 4.5 Core
- Terminal 5.5 Core
- West Gates Extension

Airport Development Program

- New Roads and Improvements
- Cargo Complex

LAX Wayfinding Program

Landside Access Modernization Program

- Automated People Mover System
- Consolidated Rent-A-Car Facility
- Auxiliary Curbs
- LAX Economy Parking Facility

Airfield and Terminal Modernization Program

- New elevated roads and entrance to LAX
- Airfield enhancements

LAX Landscape Program

CIP Projects Operational by 2028

Terminals

- Terminal 2/3 Modernization
- TBIT Core & APM Interface
- Terminal 6 Modernization
- Terminal Cores
- Midfield Satellite Concourse (MSC) South
- TBIT Optimization
- Terminal 4 Baggage Handling System
- Terminal 4/5 Modernization
- Landscaping Improvement Program
- Wayfinding Program

Landside (LAMP)

- Consolidated Rent-A-Car (CONRAC)
- Automated People Mover (APM)
- ITF Auxiliary Curbs
- Receiving Station – X (RS-X)
- Smart Parking System Infrastructure

Airside (Taxiway & Runways)

- Taxiway D Extension Project
- North Airfield Exit Taxiways
- Taxilane C6 Reconstruction
- Enabling Taxiway C East Extension
- Enabling Taxiway D and E Easterly Extension
- Taxilane C7 and C8 Reconstruction
- Taxiway C East Extension Phase 1

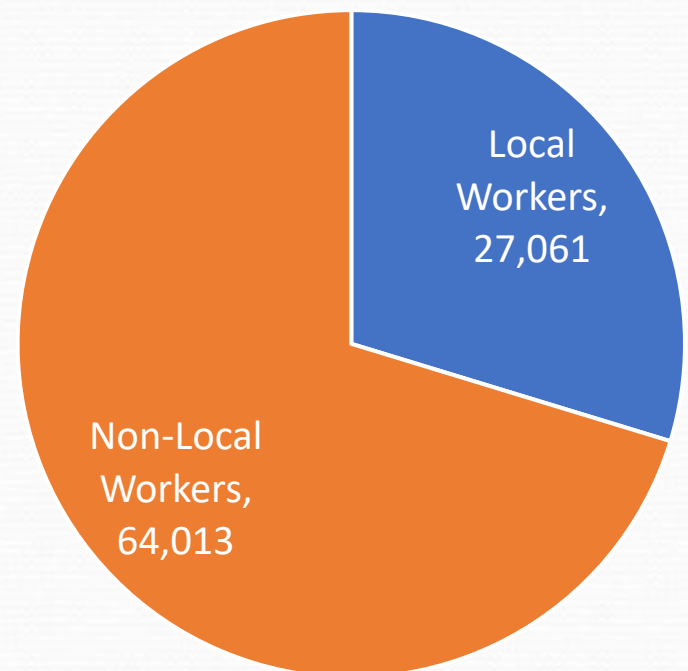
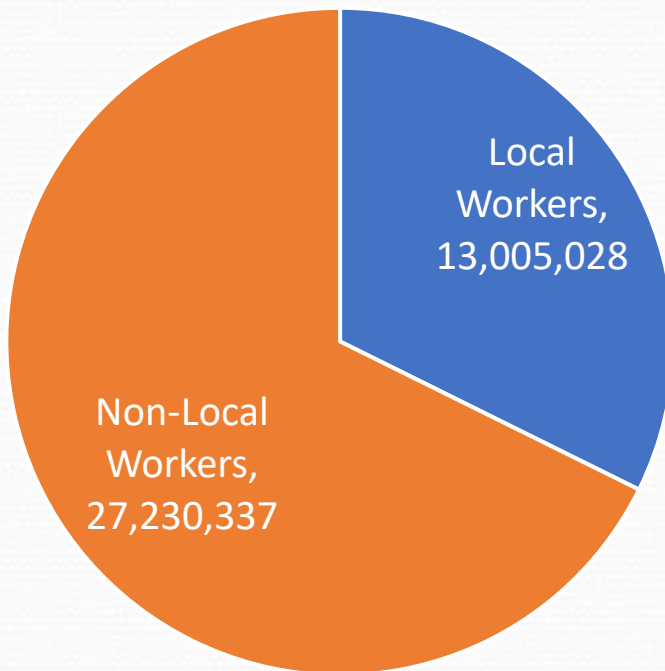
Owner of Choice

- Prompt Payment
- Design and Construction Handbook
- Insurance Requirements
- Inclusivity & Economic Impact
 - Microbusiness Inclusion
 - Mentor Protégé Programs
 - Internship and Education Programs
- LAWA Contractor Assessment

Economic Impact: Quality Career Jobs

Total Worker Hours: **40,235,365**

Total Workers: **91,074**





Economic Impact: Inclusivity & Workforce Development

- XBE Participation
- Mentor Protégé
- Partnering
- Capacity Building
- HireLAX Program
- Local Worker Hiring
- Internships
- K-12 STEM Education

Contracting Opportunities

Project	Awarded	Contractor	Sub Opportunities
MATOC Construction, Design Build	No	TBD	Yes
Wayfinding Program	Yes	Webcor	Yes
ATSAC Hub Design Bid Build	No	TBD	Yes
VNY Taxiways Reconstruction	Yes	Griffith Company	Yes
RUE	Yes	Skanska	Yes
MSC South	Yes	W.E. O'Neil	Yes
ITF Auxiliary Curbs Project	Yes	Swinerton Builders	Yes
ATMP Roadways	Yes	Skanska Flatiron	Yes
Landscaping Improvements	Yes	Hensel Phelps Hensel Phelps (LAX	Yes
Cargo Modernization	Yes	Community Partners	Yes

Stay Connected

Questions about upcoming opportunities:

TDGprocurement@lawa.org

Sophia Cavalli
Industry Relations
scavalli@lawa.org
Cell: 949-244-7117

JOIN OUR NETWORK!

ImpactLAX



LAWA Concessions Overview

What is a Concession?

An **Airport Concession** is defined as:

- A. Business located at the **Airport** engaged in the sale of consumer goods or services to the public under an agreement with 1) the **Airport**, or 2) another **Concessionaire**
- B. Business conducting one or more of the following activities (even if it does not maintain an office or store at the Airport, as long as activities take place at the Airport):
 - Managing contracts and subcontracts (e.g. Terminal Commercial Manager - URW)
 - Web-based or other electronic business passengers can access in the terminals (e.g. WiFi)
 - Advertising business providing displays or messages to the public at the Airport (e.g. JCD)

LAWA Concessions Overview

Does LAWA manage all concessions at LAX?

Yes, using two (2) concession management models:

A. Direct Agreements through LAWA

- Business Relationship Manager (BRM) manages agreements for airport-wide concession services (currency exchange, luggage carts, etc.), Food & Beverage and Retail concessions in Terminals 4, 5, 7, and 8.

B. Indirect Agreements through URW

- URW (Unibail-Rodaco-Westfield) is the Terminal Commercial Manager for LAWA (somewhat like a Property Manager)
- Manages concessions in Terminals 1, 2, 3, 6, and TBIT via Unit Concession Agreements

LAWA Concession Opportunities

How do I get my business at the airport?

Concessions are selected via an open competitive solicitation basis (aka Bid/Award process, e.g. RFB, RFP, etc.). To be notified of any opportunities, interested parties may:

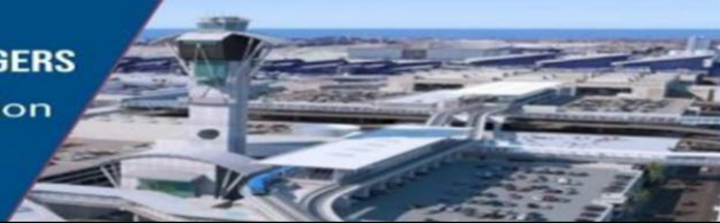
- Register on RAMPLA (www.rampla.org) and Bonfire (www.lawa.bonfirehub.com).
- LAWA concession agreements have various expiration dates. Registering with RAMPLA and Bonfire ensures you will be notified when new opportunities are available.

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

- Educate yourself on partnership opportunities and research their ACDBE opportunities.
- Reach out to URW to learn more about opportunities available in terminals managed by them.

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)
AlclearLLC	Expedited Travel Service	Monica Tucker
Areas USA LAX, LLC	Food and Beverage	Vimal A Patel
Bank of America	ATM	Monica Tucker
Bottling Group LLC	Vending Machines	Vimal A Patel
Crews Hospitality, LLC	Food and Beverage	Vimal A Patel
DFS Group LP	Duty-Free Retail	Neil E Malabuyoc
DN Dakota/JME LAX 8549 Pucks LLC	Food and Beverage	Vimal A Patel
DN Dakota/JME LAX 8589 Farmers LLC	Food and Beverage	Vimal A Patel
Grab LAX JV, LLC	Mobile Ordering & Delivery Platform	Benet P Yowarski
Host International Inc	Food and Beverage	Vimal A Patel
Hudson - Magic Johnson Entreprises Concourse Ventures LLC	Retail Shops	Carolyn Nelson
JCDecaux Airport Inc	Advertising	Denise G Sample
LAX Retail Magic 2 JV	Retail Shops	Carolyn Nelson
LAX Retail Magic 3-4 JV	Retail Shops	Carolyn Nelson
Lenlyn Limited	Currency Exchange	Carolyn Nelson
Smarte Carte, Inc.	Luggage Carts	Neil E Malabuyoc
URW Airports LLC	Food/Beverage & Retail	Benet P Yowarski



Concessions Contacts

LAWA Commercial Development

(424) 646-7200


Email: *CDGopportunities@lawa.org*

URW

Michelle Miller, Director of Leasing

Email: *michelle.miller@URW.com*

Registering w/RAMP...

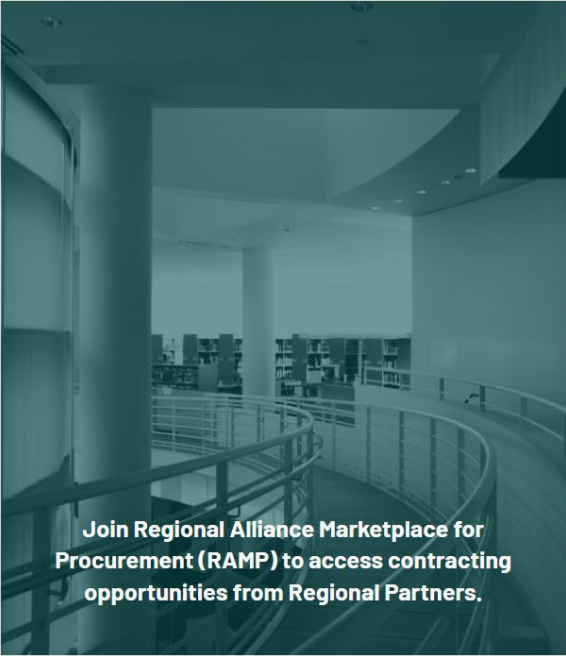
 **LOS ANGELES**

RAMP
REGIONAL ALLIANCE MARKETPLACE FOR PROCUREMENT

311 City Services LA City Directory

Home Search For Opportunities Business Profiles Support

Login/Register



Join Regional Alliance Marketplace for Procurement (RAMP) to access contracting opportunities from Regional Partners.

SEARCH FOR BID OPPORTUNITIES

Opportunity

Category

Status

Type

Search

RECENT OPPORTUNITIES

Bonfire

(Strategic Sourcing Division)

- Procurement Portal:
 - <https://lawa.bonfirehub.com/portal/?tab=openOpportunities>

The screenshot displays the LAWA Procurement Portal interface. At the top, the LAWA logo and 'Portal' link are visible on the left, and 'Log In' and 'Register' buttons are on the right. The main content area is titled 'Procurement Portal Los Angeles World Airports (LAWA)'. Below this, there's a 'Department' dropdown menu set to 'All'. Two tabs are present: 'Open Public Opportunities' (active) and 'Past Public Opportunities'. A search bar is located to the right of the tabs. The main table lists five open opportunities with columns for Status, Ref. #, Project, Department, Close Date, Days Left, and Action. Each row includes a 'View Opportunity' button. At the bottom, there are links for Technical Support, Portal Security, Terms of Service, Privacy Policy, and Sitemap, along with a 'Powered by Bonfire' logo.

Status	Ref. #	Project	Department	Close Date	Days Left	Action
OPEN	0031-2024-04-RFP-215544	Mass Notification System RFP (Personal Services)	Information Technology	Aug 13th 2024, 2:00 PM PDT	2	View Opportunity
OPEN	0057-2024-08-RFP-216241	Request for Proposals for a Revolving Credit Facility (Personal Services)	Finance & Budget	Aug 27th 2024, 2:00 PM PDT	16	View Opportunity
OPEN	0016-2024-01-RFP-214355	Lease Opportunity - Non-Aviation Airport Property 6550 Odessa Avenue, Van Nuys, CA 91406 (Personal Services)	Property	Sep 10th 2024, 2:00 PM PDT	30	View Opportunity
OPEN	0032-2024-04-RFP-216225	16755 Roscoe Blvd Property Lease RFP (Personal Services)	Property	Sep 26th 2024, 2:00 PM PDT	46	View Opportunity
OPEN	0033-2024-04-RFQ-216062	RFQ for Multiple Award Task Order Contracts -MATOC- for Design Build and Construction Services (Construction)	Planning & Development	Sep 26th 2024, 2:00 PM PDT	46	View Opportunity

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 OPPORTUNITY & SUPPORT

- Develop Policies and Programs to Advance Diversity, Equity, and Inclusion at LAWA
- Business Inclusion Contract Language
- Contractor Development
- Bonding Assistance Program
- Contract Finance Assistance Program
- Workforce Recruitment & Sourcing
- Economic Impact/Disparity Studies
- Targeted Outreach & Engagement

businessandjobs@lawa.org

424-646-7300

BUSINESS, JOBS & SOCIAL RESPONSIBILITY

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



First Source Hiring Program

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

First Source Hiring Program



LAX contractors, lessees, and licensees are required to participate.

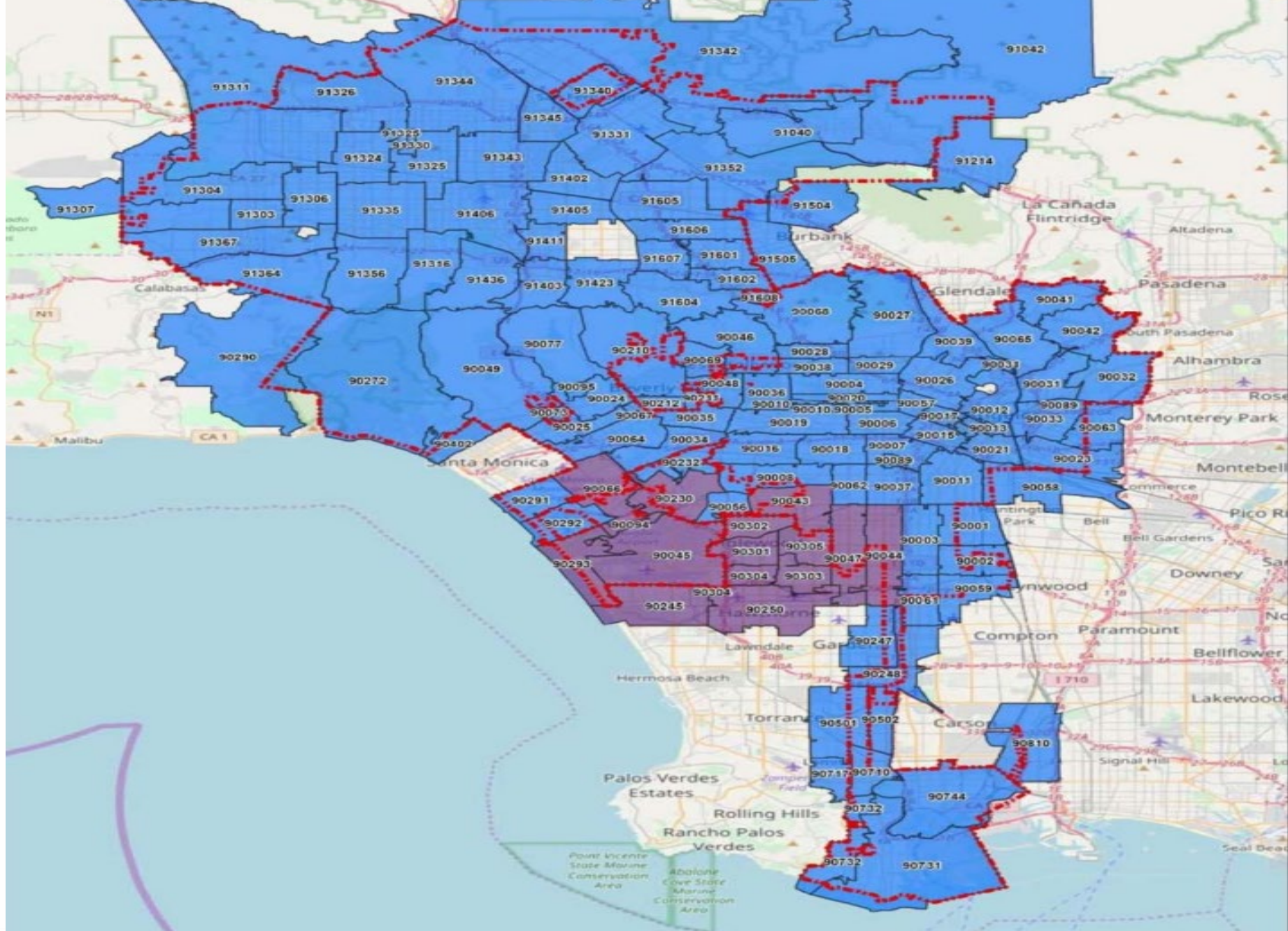


Free resource to provide LAX employers with a pool of local qualified applicants.



Provides an economic development benefit for communities impacted by airport operations.





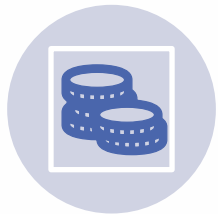
Potential Benefits & Resources



Targeted
Recruitment



Tax Credits



Subsidized
Wages



Job Fairs

Next Steps for Selected Contractors

1

Designate a liaison to work with FSHP (i.e., Manager, Human Resources personnel, etc.) within 30 days of contract execution.

2

Contact BJSR at BusinessandJobs@lawa.org to register for FSHP.

3

Notify BJSR of employment opportunities at least 10 days before releasing them to the public.

OPPORTUNITIES AWAIT IN YOUR COMMUNITY

Discover Exciting Career Opportunities at LAX Airport.

[Search Jobs](#)

50,000

Total Jobs at the Airport

300

Number of Employers

\$15 Billion

Value of Ongoing Projects

Upcoming Events

[Explore all Events →](#)

Featured Opportunities

Sign Language Interpreters, Communication Access Real-Time Transcription. Assistive Listening Devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days notice is strong recommended. For additional information, please email us at businessandjobs@lawa.org

Popular Job Categories: [Information Technology](#) [Food & Beverage](#) [Security](#) [Transportation, Logistics, and Parking](#)

[Engineering and Construction Support](#)
[Administrative/Office](#)
[Retail/Customer Service](#)


First Source Hiring Program

For more information, please contact:

Business, Jobs & Social Responsibility

7301 World Way West

Los Angeles, CA 90045

(424) 646-7300

BusinessandJobs@lawa.org

LAWA Contractor Development & Bonding Program

“Doing Business with Los Angeles World Airports”

Renata Torres
Contractor Development Manager



... Of Like Minds

A HUB International Company |



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.



... Of Like Minds

A HUB International Company |



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



Merriwether & Williams
INSURANCE SERVICES

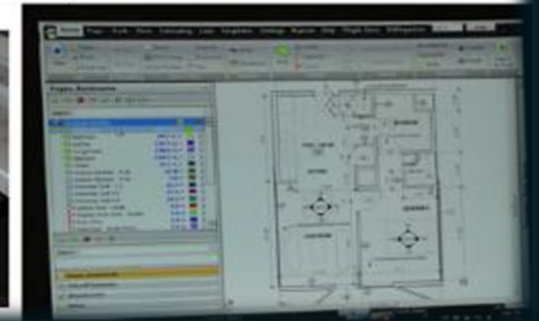
... Of Like Minds

A HUB International Company |

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



Merriwether & Williams
INSURANCE SERVICES

... Of Like Minds

A HUB International Company |

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



... Of Like Minds

A HUB International Company |



LAWA Contractor Development Contract Monitoring



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



Merriwether & Williams
INSURANCE SERVICES

... Of Like Minds

A HUB International Company |

LAWA | LAX VNY

LAWA Contractor Development Program Services

For More Information On The Program, Please Contact

Merriwether & Williams Insurance Services

Contractor Development and Bonding Program
Tel. 213.258.3000 | www.imwis.com | mwisinfo@imwis.com



... Of Like Minds

A HUB International Company |



GETTING CERTIFIED

Small Business Enterprise (SBE-Proprietary)

Local Business Enterprise (LBE)

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

**Local-State Disabled Veterans Business Enterprise
DVBE (LAWA)**

Recognition

Local Small Business Enterprise (LSBE) (LAWA)

Federal Programs (Final Rule changes as of 5/9/2024)

Disadvantaged Business Enterprise (DBE)

Airport Concession 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 **five** years (**formerly 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

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
- Licenses, permits, etc. to provide goods and/or services

Advantage:

- LBE certification provides additional opportunities in competing against non-certified subcontractors for procurement opportunities calling for LBE-certified firms.

Process (on-line in RAMP):

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

LBE Certification

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.

Local Small Business (LSB) Certification (formerly Small Local; *updated 3/27/2024, online*)

Requirements:

- Principal office located in the County of Los Angeles **(must be eligible or qualified for LBE Certification first)**
- 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 2% deduction on their bid amount

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

- Apply on-line, application is reviewed, if qualified or eligible for LBE first, then a copy of current taxes, and BTRC will be requested as part of required documents

Applying:

- Go to <https://www.rampla.org>

Type of Contracts: Mostly goods and commodities.

DVBE (LAWA) Certification

Requirements:

- Must be certified by one of two agencies, one Federal, one State of California (**see following slide**)
- 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* (now U.S. SBA)	Service-Disabled Veteran-Owned Small Business (SDVOSB)	N/A
U.S. Small Business Administration*	Service-Disabled Veteran-Owned Small Business (SDVOSB)	Yes
State of California (Dept. of General Services)	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 completed DVBE(LAWA) Affidavit in RAMP, is verified as being certified by the Federal SBA as an SDVOSB and is also verified as certified as a City of Los Angeles LBE, that firm may be granted DVBE (LAWA) certification..

Local-State DVBE (LAWA) Certification

Process (on-line in RAMP):

- Affidavit of Eligibility downloaded and completed by firm requesting Local-State DVBE(LAWA) Certification
- Affidavit posted by applicant firm on RAMP (Mayor's website) & verified by LAWA
- Analyst reviews Affidavit, verifies business information and sends email to firm requesting required documents (if applicable)
- Certification valid for five years.
- An optional site visit may be conducted to verify State of California location.

Applying:

- After registering on RAMP, download a DVBE(LAWA) Affidavit and apply online by completing, signing and dating, then uploading the Affidavit.

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) 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, we do not recognize the County's LSBE certification for City of LA/LAWA LBE certification. You must submit an online LBPP Application with the City of Los Angeles in RAMP.
 - If your firm meets the City of Los Angeles' LBE criteria and obtains LBE certification, your firm will then be recognized as both an LBE and LSBE (LAWA) for contract credit by LAWA.

LAWA's Local Small Business Enterprise (LSBE) Recognition

Advantage: LSBE(LAWA) recognition provides additional opportunities in competing against non-recognized subcontractors for procurement 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 \$2,047,000* (excluding equity in primary residence, retirement accounts, and applicant business)	
Business Gross Receipts Limit, (Including Affiliates)	Small Business Administration Industry Size Standards up to \$30.72** million (averaged over 5 years)	\$56.42 million (averaged over 5 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 as of 5/9/2024 from \$1.32 million, adjusted every 3 years

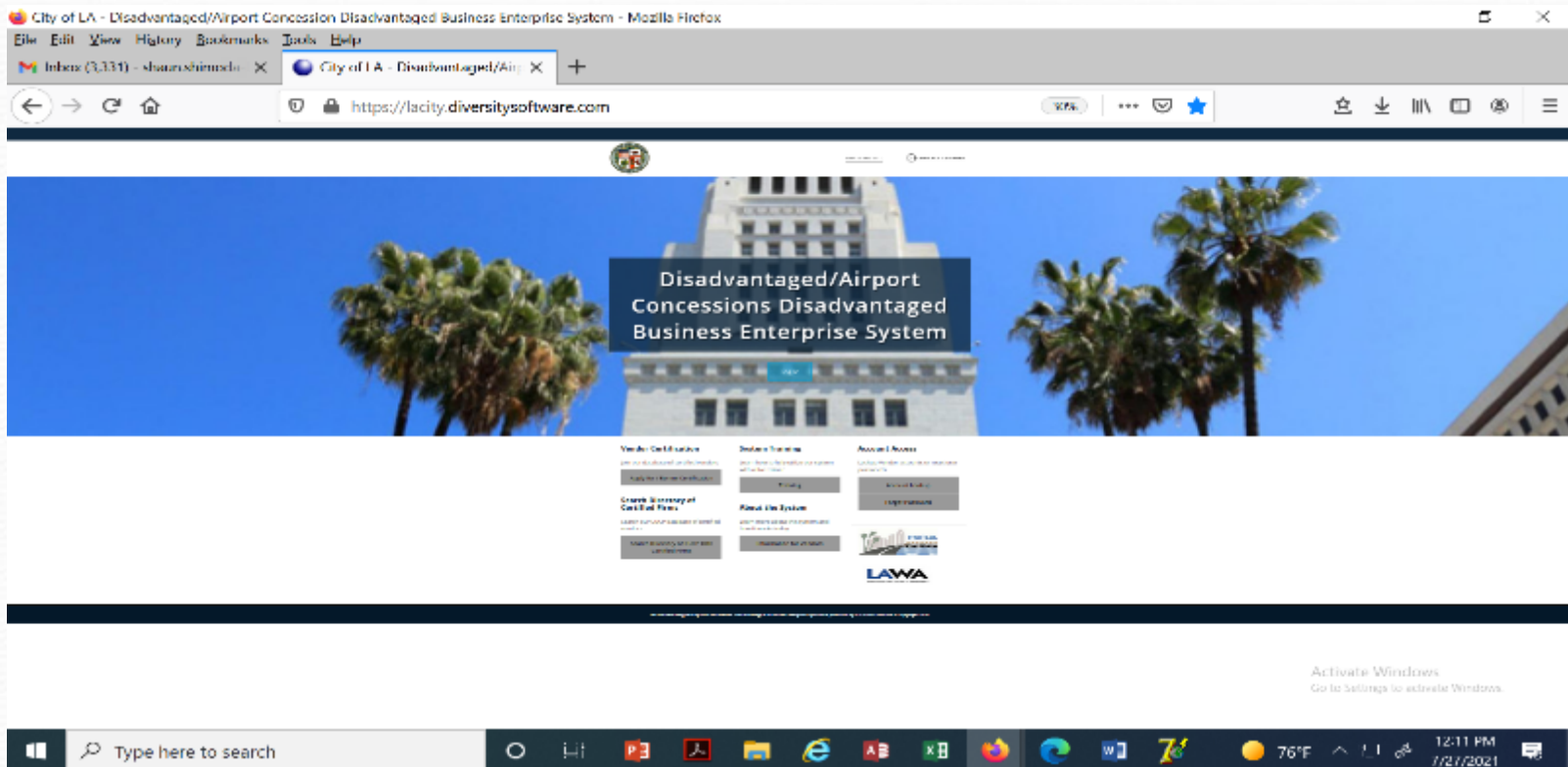
**Increased from \$30.40 million, effective March 1, 2024, adjusted annually

DBE / ACDBE Certification

Applying for DBE or ACDBE Certification:

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

New DBE/ACDBE Certification Requirements as of 5/9/2024 Final Rule

- **New Applications, Interstate Certification Applications and Annual Update Packages:**
- •The Affidavit of Certification and Annual Update Declaration Forms have been replaced by a Declaration of Eligibility. **The DOE does not need to be notarized.**
- •The new DOE replaces the old Annual Update Declaration Form.
- •The new DOE is now one of the required documents to apply for Interstate DBE and/or ACDBE Certification. DBE/ACDBE Interstate applicant firms no longer need to submit their original certification application package to the State they are applying to.
- •The Personal Net Worth Form has been replaced by an updated PNW Form. **The New PNW Form does not need to be notarized.**

DBE/ACDBE Certification Process

1. Preliminary Intake Review:

Submitted documents are checked for completeness. Any missing documents will be requested.

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

Tatiana Diaz, LAWA Certification Analyst

(213) 847-2675

tatiana.diaz@lacity.org

Paul Man, LAWA Certification Analyst

(213) 473-2160

paul.man@lacity.org

Directories of Certified Firms:

CUCP: <https://californiaucp.dbesystem.com/> Directory City of LA go to <http://bca.lacity.org>

-> Certification Listings -> go to

<https://bca.lacity.org/CertificationListings/DBETable.php>



ADMINISTRATIVE REQUIREMENTS

Administrative Requirements

Forms Due with Bid/Proposal

Mandatory

- Vendor Identification Form
- Affidavit of Non-Collusion (*Must be notarized*)
- Municipal Lobbying Ordinance Bidder Certification (*CEC Form 50*)
- Bidder Contributions (*CEC Form 55*)
- Equal Benefits Ordinance Compliance Affidavit
- Contractor Responsibility Program Questionnaire & Pledge

Project-specific

- Iran Contracting Act of 2010 Compliance Affidavit
- Subcontractor Participation Plan & Affidavit
- Bid/Proposal Bond

Administrative Requirements

Selected Bidder/ Proposer Requirements

The following administrative requirements are read-only:

- Affirmative Action Plan
- Assignment of Anti-Trust Claims
- Child Support Obligations
- Living Wage/Service Contractor Worker Retention Ordinances
- First Source Hiring Program (LAX only)
- Labor Peace Agreement (concessions only)

The following forms are required prior to the start of the contract:

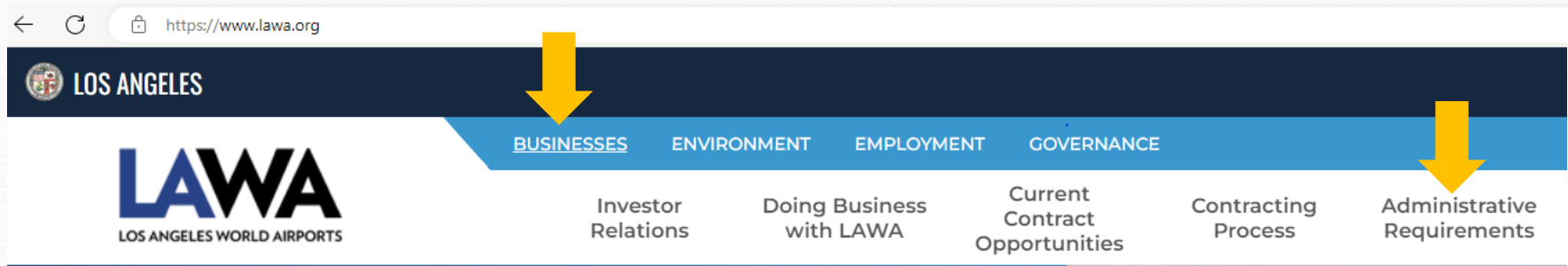
- Business Tax Registration Certificate
- Insurance

Administrative Requirements

Administrative Requirements Website:

<http://www.lawa.org>

Businesses → 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 Regional Alliance Marketplace for Procurement—RAMP— at <https://www.rampla.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 LAWA's Strategic Sourcing Division (Contract Services Unit) regarding Administrative Requirements at (424) 646-5380 or go to www.lawa.org
- > About LAWA - > Business Opportunities - >
Administrative Requirements**

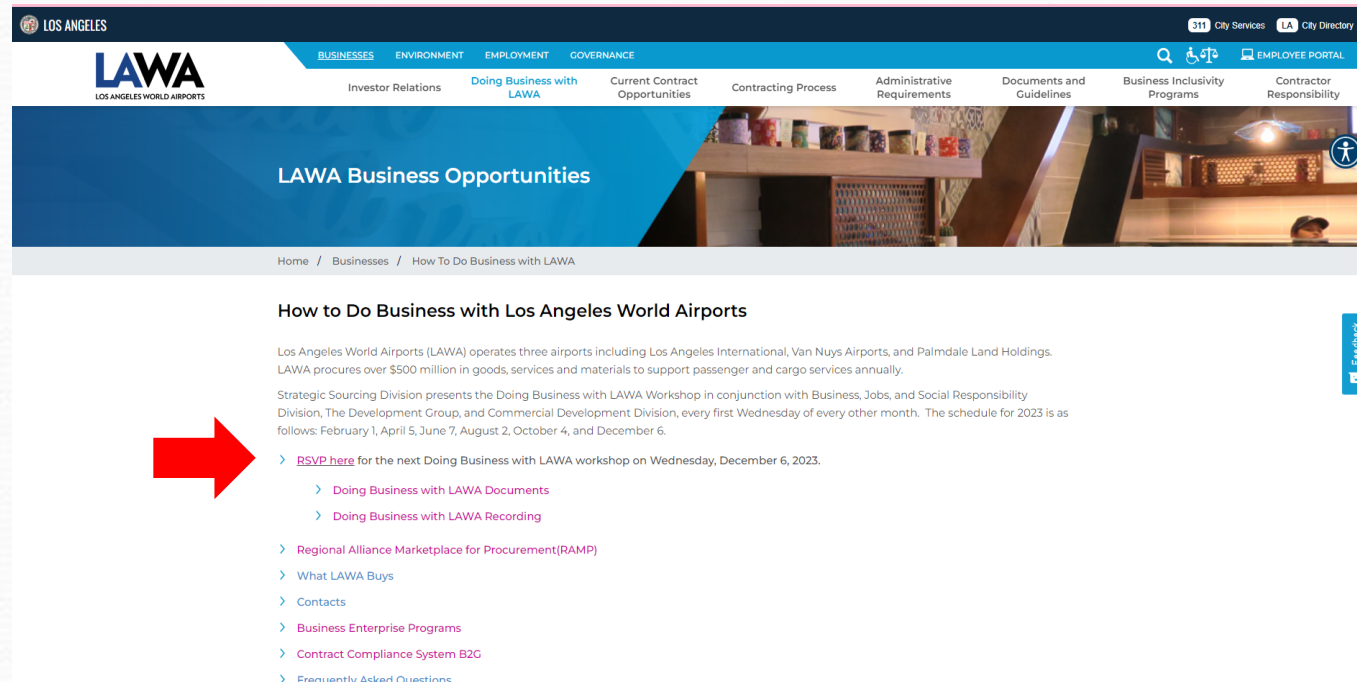
Contact Information

LAWA Strategic Sourcing Division	SSDComplianceunit@lawa.org	https://www.lawa.org/en/groups-and-divisions/procurement
LAWA Business, Jobs & Social Responsibility	Main Line: (424) 646-7300 businessandjobs@lawa.org	TBD
City of Los Angeles Contractor Development and Bonding Program (Rosa Osorio, Sr. Account Manager)	(213) 327-5259	rosa@imwis.com
First Source Hiring Program	(424) 646-7300	businessandjobs@lawa.org
Bonfire Registration	https://lawa.bonfirehub.com/portal/?tab=openOpportunities	
Department of Public Works, Bureau of Contract Admin.	bca.certifications@lacity.org	
Los Angeles Regional Alliance Marketplace for Procurement (RAMP)	https://www.rampla.org	
The Development Group (TDG)	tdgprocurement@lawa.org	
Commercial Development Division	(424) 646-7200	

Doing Business with LAWA Workshop

(*will no longer use Eventbrite*)

- How to Do Business with Los Angeles World Airports:
 - <https://www.lawa.org/lawa-businesses/how-to-do-business-with-lawa>



The screenshot shows the LAWA (Los Angeles World Airports) website. The header includes the LAWA logo and navigation links for BUSINESSES, ENVIRONMENT, EMPLOYMENT, and GOVERNANCE. A secondary navigation bar lists various services like Investor Relations, Doing Business with LAWA, Current Contract Opportunities, Contracting Process, Administrative Requirements, Documents and Guidelines, Business Inclusivity Programs, and Contractor Responsibility. The main content area is titled 'LAWA Business Opportunities' and features a section for 'How to Do Business with Los Angeles World Airports'. This section provides information about LAWA's operations and the Strategic Sourcing Division's workshops. A red arrow points to the 'RSVP here' link for the next workshop on Wednesday, December 6, 2023. Below this, there are several links for documents, recording, and frequently asked questions.

LOS ANGELES

LAWA
LOS ANGELES WORLD AIRPORTS

BUSINESSES ENVIRONMENT EMPLOYMENT GOVERNANCE

Investor Relations Doing Business with LAWA Current Contract Opportunities Contracting Process Administrative Requirements Documents and Guidelines Business Inclusivity Programs Contractor Responsibility

311 City Services LA City Directory

EMPLOYEE PORTAL

LAWA Business Opportunities

Home / Businesses / How To Do Business with LAWA

How to Do Business with Los Angeles World Airports

Los Angeles World Airports (LAWA) operates three airports including Los Angeles International, Van Nuys Airports, and Palmdale Land Holdings. LAWA procures over \$500 million in goods, services and materials to support passenger and cargo services annually.

Strategic Sourcing Division presents the Doing Business with LAWA Workshop in conjunction with Business, Jobs, and Social Responsibility Division, The Development Group, and Commercial Development Division, every first Wednesday of every other month. The schedule for 2023 is as follows: February 1, April 5, June 7, August 2, October 4, and December 6.

➤ [RSVP here](#) for the next Doing Business with LAWA workshop on Wednesday, December 6, 2023.

- [Doing Business with LAWA Documents](#)
- [Doing Business with LAWA Recording](#)
- [Regional Alliance Marketplace for Procurement\(RAMP\)](#)
- [What LAWA Buys](#)
- [Contacts](#)
- [Business Enterprise Programs](#)
- [Contract Compliance System B2G](#)
- [Frequently Asked Questions](#)

Feedback



THANK YOU

Contact Us



424 646-7392



SSDComplianceunit@lawa.org



<https://www.lawa.org/lawa-businesses/how-to-do-business-with-lawa>