



THURSDAY, MARCH 16, 2023
10:00AM - 12:30PM PST

GRANTS

**CONTRACT CONNECTIONS
PRESENTED BY COUNTY OF LOS ANGELES**

::: INTERNAL SERVICES DEPARTMENT :::

Office of Small Business

Jessica Mireles, Economic Development Division
jmireles@opportunity.lacounty.gov



The **Department of Economic Opportunity** operates 19 LA County America's Job Centers of CA (AJCCs), which provide services to 4.1 million LA County residents and more than 188,000 LA County businesses - *the second largest public workforce system in the State.*

The **Department of Economic Opportunity** implements strategic economic development policies and programs to create pathways to economic self-sufficiency for our County's most disadvantaged communities, **which include justice-involved, homeless, foster youth, veterans, diverse, small businesses, non-profits individuals on public assistance, and low-income communities.**

The **Department of Economic Opportunity** offers **no-cost** business and workforce services.

- Talent Recruitment:** We conduct one-on-one counseling sessions with your business to identify opportunities to recruit and hire new and diverse talent.
- Employee Upskilling:** We assist your business with the development of a low to no-cost customized training program to build a pipeline of qualified workers to meet your workforce needs.
- Funding Programs:** We save your business time and money by connecting you to our workforce programs that help expand your business while leveraging our subsidized wages funds.
- Layoff Aversion:** We help your business avoid layoffs by identifying preventative measures that can keep your business on track for success.
- Credits & Incentives:** We provide your business guidance and assistance in applying for new and established workforce related tax credits and incentives.

At the **Department of Economic Opportunity**, we leverage our regional expertise and partnership to help your business or non-profit certify, grow and thrive.

Small Business Development Counselor

We work closely with you to create an action plan to start and grow your business in LA County. Our team of business services experts will then find personalized solutions that will help you meet your business goals and become contract ready.

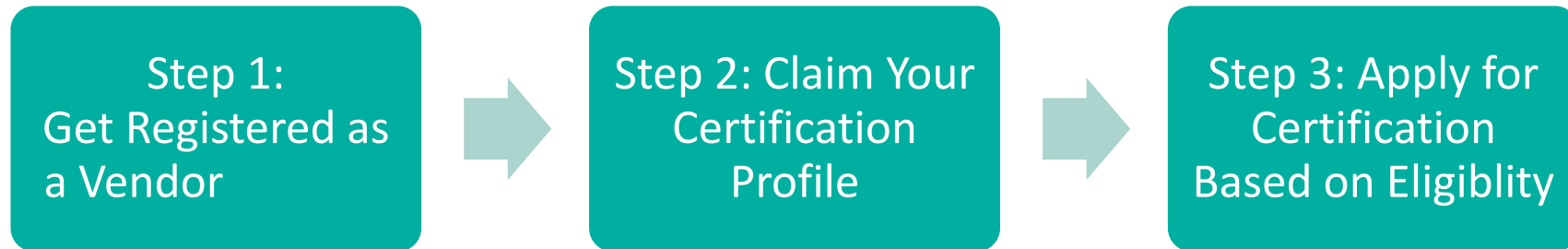
Apex Accelerator Counselor

APEX, formerly PTAC, is administered by the Department of Defense, Defense Logistics Agency (DLA).

With over 300 local offices nationwide connect to 1:1 assistance that will give access to Govspend data, help navigating registrations and proposal assistance at local, State and Federal jurisdictions.

At the **Department of Economic Opportunity**, we are here to save your business time and money. Office of Small Business administers the County's 7 certification programs.

3 Steps to Certify



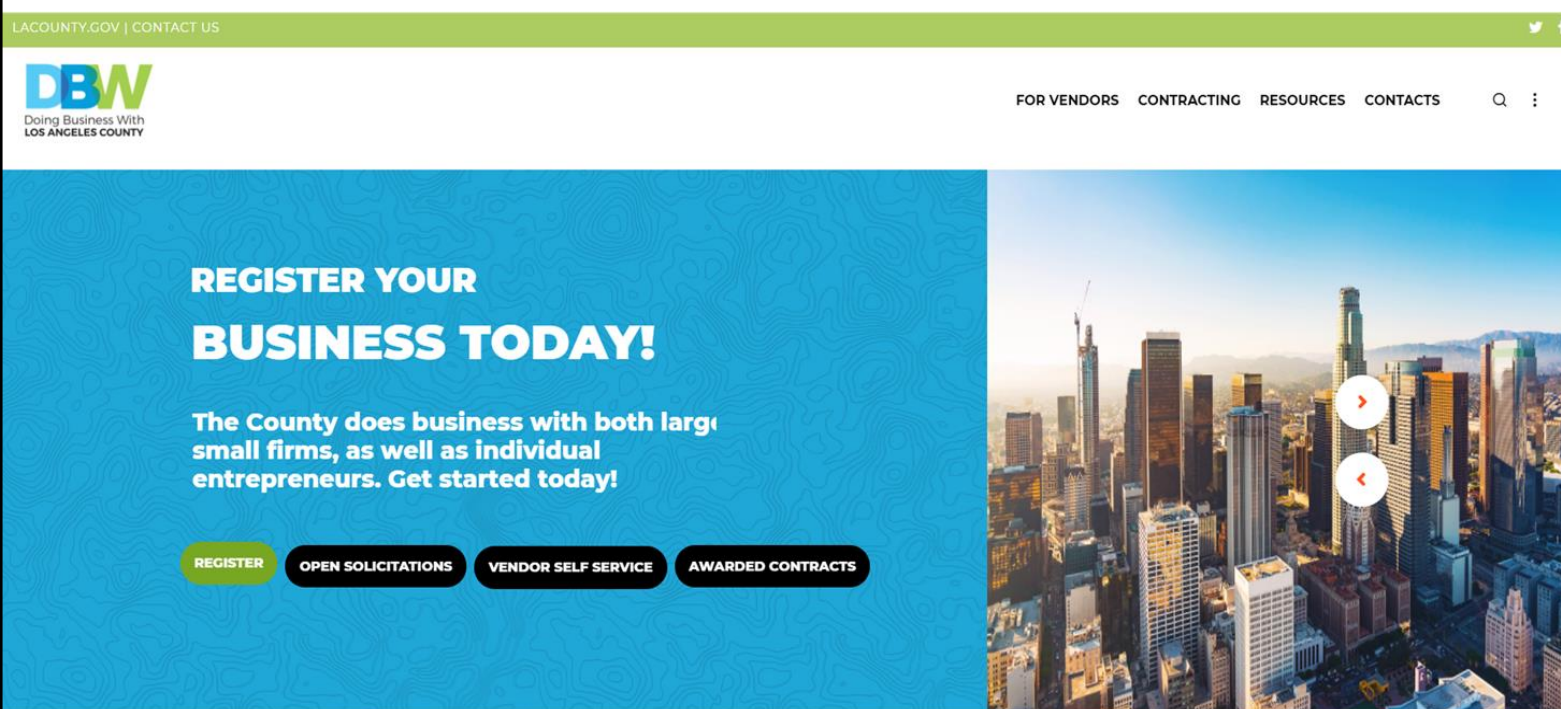
Register with the County

Go to the Doing Business With Us Website:

<http://doingbusiness.lacounty.gov>

Email: ISDVendorRelations@isd.lacounty.gov

Hours: Monday - Thursday (7:00 a.m to 5:00 p.m PST)



- Click on '**REGISTER**' and follow the prompts:
 - Your taxpayer identification number and certification
 - Your company/organization's main contact name, address, phone, email
 - Your California Sales Tax Permit number, if applicable
 - A list of the types of Products and/or Services your company provides
 - Verification of the Tax Identification Number (TIN) using IRS TIN Matching program for the TIN and the name on the provided Form W-9 (or Form W-8 for foreign vendors) matches the IRS records will take up to 5 business days.

IDENTIFY YOUR PRODUCTS & SERVICES

Commodity codes are essential when creating your profile.

The business contact will get auto-notified via email as opportunities are posted that match your commodity code descriptions



Develop a list of key words describing your product and service offerings.



Select the right Commodity codes for your WebVen profile.



Commodity codes are how buyers will find you and how you will be automatically notified of opportunities that are relevant to your company.

County Certification Programs

**COMMUNITY
BUSINESS ENTERPRISE
(CBE)*** 25%
participation goal

Women Owned
Business Enterprise
(WBE)

Minority Business
Enterprise (MBE)

Disadvantaged
Business Enterprise
(DBE)

Lesbian, Gay, Bisexual,
Transgender, Queer &
Questioning (LGBTQQ)

**PREFERENCE
PROGRAM ENTITIES
(PPE)**

Local Small Business
Enterprise (LSBE)
• 25% utilization goal

Disabled Veteran
Business Enterprise
(DVBE)
• 3% utilization goal

Social Enterprise (SE)
• Master Agreement

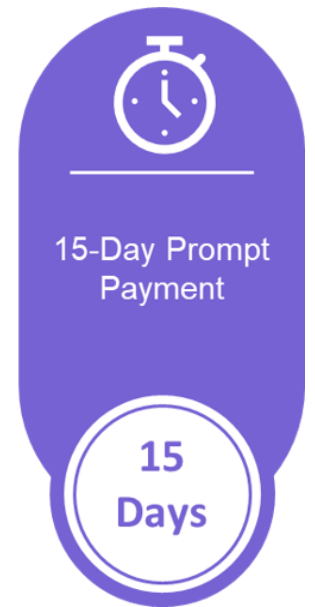
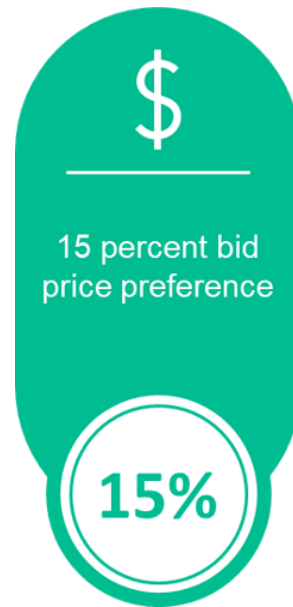
Preference Program Enterprise Benefits

Certification benefits are designed to make your business or non-profit more competitive in the County marketplace.

Ensure your business or nonprofit is **paid promptly** within 15 days of an approved undisputed invoice.

Access to **direct purchase pathways** for commodities or services under \$25,000 through a Simplified Acquisition Process.

Provide a passive **marketing** by being listed in our public certified business database.



Calculating the Preference

Applied after a solicitation is close or all quotes received only to certified vendors.

15% is Calculated using the cost of the lowest responsive bidder.*

If awarded original proposed price is what you are paid.

Proposers	Company 1	Company 2	Company 3
Total Proposed Price	\$165,000	\$170,000	\$185,000
Lowest Cost	\$165,000	\$165,000	\$165,000
Preference	N/A	N/A	\$24,750
Proposer's Price	\$165,000	\$170,000	\$160,250

CERTIFIED VENDOR

*15% calculated cannot exceed \$150,000

Simplified Acquisition Process

All departments have delegated authority to award to an LSBE, DVBE or SE from \$5,001 to 24,999

Requires valid bid from two certified LSBE, DVBE or SE, in any combination to make an award. Must complete a CUF form.

Must be an active certified vendor.

Number of Quotes Required for Spot-Purchase		
Vendor Type		
Purchase Value	Certified Only (SAP)	Not Certified/Mixed
\$1 - \$1,500	1	1
\$1,501 - \$5,000	1	3
\$5,001 - \$10,000	2	3
\$10,001 - \$24,999	2	Post on DoingBusiness (Open Competitive)
\$24,999 and up	Post on DoingBusiness (Open Competitive)	Post on DoingBusiness (Open Competitive)

Local Small Business Enterprise (LSBE)

Eligibility Requirements

- Principal place of business in LA County (recent 12 months)
- Fewer than 100 employees
- Revenue of \$16 million or less
 - Manufactures have no cap on revenue but must have fewer than 25 employees
- Submit a complete LSBE application online

Prerequisites

- Have an active certification with:
 - SB/SB(micro) Certification with the California [Department of General Services \(DGS\)](#)
 - SBE certification with the [Metropolitan Transportation Authority \(L.A. Metro\)](#)
 - [System for Award Management \(SAM\)](#) and "be a small business concern" based on primary NAICS codes
 - Eligibility for federally funded solicitation participation ONLY

Perform a Commercially Useful Function

All certified LSBE prime and subcontractors must meet this requirement on any contract

- Execute a distinct element of the work of the contract
- Provide personnel, manage or supervise the work
- Perform work that is normal for the firm's business
- Not subcontract a portion of the work greater than expected by industry practice

CUF Form is available online
[1125981 CUF Certification Form LSBE.pdf \(lacounty.gov\)](#)



County of Los Angeles COMMERCIALLY USEFUL FUNCTION CERTIFICATION FORM

1

INSTRUCTIONS: A Certified Local Small Business (LSBE) requesting a Local Small Business Enterprise preference must complete and return this form with their bid/proposal for proper consideration. This form is required for any certified Local Small Business Enterprise prime that will perform an element of work. (Chapter 2.204 -REV 2018)

VENDOR CONFLICT OF INTEREST: Vendor shall comply with all conflict of interest laws, ordinances and regulations now in effect or hereafter to be enacted during the term of this Purchase Order/Contract. Vendor warrants that it is not aware of any facts which create a conflict of interest. If Vendor hereafter becomes aware of any facts which might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to County. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances.

1. BUSINESS INFORMATION (Business submitting bid/proposal)		
COMPANY NAME:	VENDOR NUMBER:	PERCENTAGE OF WORK:

2. COMMERCIALLY USEFUL FUNCTIONS (CUF)
 A Local Small Business Enterprise is deemed to perform a commercially useful function if the business does all the following:

1. It is responsible for the execution of a distinct element of the work of the contract.
2. It carries out its contractual obligation by performing, managing, or supervising the work involved.
3. It performs work that is normal for its business services and functions.
4. It is responsible, with respect to products, inventories, materials, and supplies required for the contract, for negotiating price, determining quality and quantity, ordering, installing, if applicable, and making payment.
5. It is not further subcontracting a portion of the work that is greater than that expected to be subcontracted by normal industry practices.

An LSBE will not be considered to perform a commercially useful function if the contractor's, subcontractor's, or supplier's role is limited to that of an external participant in a transaction, contract, or project through which funds are passed to obtain the appearance of a LSBE.

Please answer the following questions, as they apply to your company for the goods and/or services being solicited. A response of "No" in questions 1-3 or a response of "Yes" in questions 4-5 may result in your bid/proposal not receiving a preference.

1.	If awarded a contract, will your business be responsible for the execution of a distinct element of the resulting work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2.	If awarded a contract, will your business carry out the obligation of the contract by performing, managing, or supervising the work involved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3.	If awarded a contract, will you perform work that is normal for your business, service and functions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4.	If awarded a contract, will your business subcontract a portion of the work greater than would be expected by normal industry practices?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.	If awarded a contract, will your business role be limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of small Business participation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Disabled Veteran Business Enterprise (DVBE)

Eligibility Requirements :

Must have an active certification with either:

- **Disabled Veteran Business Enterprise (DVBE)** Certification with the California Department of General Services (DGS)
- **Service Disabled Veteran Owned Small Business (SDVOSB)** certification with the Department of Veterans Affairs

No geographic restriction

Automatically included in the County's CBE designation program

Social Enterprise (SE)

Eligibility Requirements :

For-profit or non-profit organization with a principal place of business OR major office located in Los Angeles County AND qualifies in under 1 of the criteria:

- ☐ (1) year providing transitional jobs, including access to supportive services to a transitional workforce employing at least 51% of a transitional workforce
- ☐ Certified as a B-Corporation by B-Labs
- ☐ Incorporated as a Benefit Corporation or Social Purpose Corporation with the Secretary of State of California (SOS)
- ☐ Is certified “Green” from a government agency
- ☐ A business whose primary purpose is the common good as demonstrated through a published mission statement and whose principal activity is directly related to accomplishing the social mission

Social Impact Assessment

- Requires submission of a response or supporting documentation to answer the following questions:
 1. What is the primary social mission of your business?
 2. How is your social mission integrated into your business model?
 3. What metrics does the business track to measure its social impact?

Examples of the types of documents collected and reviewed:

- Articles of Organization/Incorporation or other relevant business licenses & permits
- Copy of IRS 501c3 Filing (if nonprofit)
- Business Plans or Strategic Plans
- Program Overviews and Project Summaries
- Infographics, Brochures, Website Screenshots
- Financial Reports that categorize Program Activities/Data
- Collection and Analyzed with a Brief Narrative

- Master Agreements (MA) are utilized when the County desires a list of pre-qualified vendors to perform various services, on an as-needed basis.
 - As services are required, MA contractors are solicited in the categories for which they are pre-qualified.
- Social Enterprise Employment and Training Master Agreement
- Exclusive to certified Social Enterprises.
- Open continuously this RFSQ seeks certified SEs in a broad range of product and service categories.
- Expanded this year to be more inclusive of start-up and smaller SE's to include two (2) tiers.
- Tier 1, a limited tier where awards are capped at \$75,000.
- Tier 2, no limit, awards sometimes exceed \$1 million.

Social Enterprise Master Agreement

Community Business Enterprise Benefits

Provide **marketing** support for the business by being listed our public certified business database.

Encourage utilization of CBE certified vendors through the 25% utilization solicitation participation goal for County of Los Angeles.

Increase **opportunities for subcontracting** through goals for both government contracting and large prime contracting.

Access to APEX **industry clusters** by participation type.

COMMUNITY
BUSINESS ENTERPRISE
(CBE)* 25%
participation goal

Women Owned
Business Enterprise
(WBE)

Lesbian, Gay, Bisexual,
Transgender, Queer &
Questioning (LGBTQQ)

Minority Business
Enterprise (MBE)

Disadvantaged
Business Enterprise
(DBE)

COMMUNITY BUSINESS ENTERPRISE PROGRAM (CBE)
SUPPORTING DOCUMENTATION CHECKLIST

For certification in the CBE Program, both new and re-certifying businesses may be required to submit the following documentation for each participation type (MBE, WBE, LGBTQ and/or DBE) with business structure filings (Sole Proprietorship, Partnership, Corporation and Limited Liability Corporation).

To protect the privacy of the applicants, the Department of Consumer and Business Affairs will not retain the following records: Passport, Birth certificates, Naturalizations documents

MINORITY BUSINESS ENTERPRISE (MBE) Proof of Ethnicity; Any of the following
Passport (If owner(s) from another country); or
Birth certificate (stating race/ethnicity); or
Parents/Grandparents birth/death certificate (stating race/ethnicity); or
Similar document evidencing ethnic community affiliation (i.e. letter from a church, chamber of commerce etc.)
WOMEN BUSINESS ENTERPRISE (WBE) Any of the following
Birth Certificate; or
Driver's License; or
Passport
LESBIAN, GAY, BISEXUAL, TRANSGENDER, QUEER & QUESTIONING (LGBTQQ)
National LGBT Chamber of Commerce - https://www.nalcc.org/
Supplier Clearinghouse - https://sch.thesupplierclearinghouse.com/
DISADVANTAGED BUSINESS ENTERPRISE (DBE) Any one of the following certifications
California Dept. of Transportation- http://www.dot.ca.gov/hq/bep/find_certified.htm
LA City Bureau of Contract Administration- http://bca.lacity.org/index.cfm?next_body=main_page.cfm
LA County Metropolitan Transportation Authority (METRO)- http://business.metro.net/vendorportal
Any agency authorized to certify under the Unified Certification Program https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise/dbep-program-points-contact

BUSINESS STRUCTURE DOCUMENTATION

SOLE PROPRIETORSHIP All listed are required
License or permit to do business
Fictitious business name filing
PARTNERSHIP/ JOINT VENTURES All listed are required
License or permit to do business
Fictitious business name filing
Original and any amended partnership and/or joint venture agreements
CORPORATION All listed are required
License or permit to do business
Fictitious business name filing
Articles or certificate of incorporation and/or corporate bylaws (signed by state official with approval date)
Both sides of all corporate stock certificates
Stock transfer ledger
LIMITED LIABILITY CORPORATION All listed are required
License or permit to do business
Fictitious business name filing
Original and any amended operating agreement(s)
Articles of Organization

Community Business Enterprise Eligibility

- For Profit Business Entity types
- Nationwide Location (no geographic restrictions)
- Qualify through majority ownership status
- Must provide either :
 - All required documents based on both type of
 1. Demographic participation (MBE/WBE/LGBTQ+/DBE)
 2. Business Structure Type
 - Certification with a reciprocity Partner
 - Supplier Clearinghouse
 - City of Los Angeles
 - DOT
 - Metro
 - National Minority Supplier Council
 - Women's Business Enterprise National Council

Apply Online

All Certification Applications are Online!

<https://certify.lacounty.gov>



**department
of economic
opportunity**
COUNTY OF LOS ANGELES

Welcome to the County of Los Angeles Certification Portal

The County's business preference programs encourage business owners who are minorities, women, disadvantaged or disabled veterans to capitalize on opportunities in government and private-sector procurement programs. The Department of Consumer and Business Affairs (DCBA) provides the following certification programs:

Local Small Business Enterprise (LSBE) Preference Program**

The LSBE Preference Program boosts contracting opportunities for small businesses in LA County. Certified LSBEs receive payment within 15 days of receipt of an undisputed invoice for goods or services with the use of the Prompt Payment Stamp.

Disabled Veteran Business Enterprise (DVBE) Preference Program**

The DVBE Preference Program is designed to enhance purchasing and contracting opportunities for businesses owned by disabled veterans.

Social Enterprise (SE) Preference Program**

The SE Preference Program was designed to increase contracting opportunities for enterprises whose primary purpose is to enhance Los Angeles County through economic, social, and environmental sustainability.

Community Business Enterprise (CBE) Program

The CBE program includes designations as a Woman Business Enterprise (WBE), Minority Business Enterprise (MBE), and Disadvantaged Business Enterprise (DBE). This program allows participating businesses to capitalize on opportunities in government and private-sector procurement. These businesses will be included in the County's CBE listing. Many County departments, public agencies, private-sector prime and subcontractors use the CBE listing to meet subcontracting goals.

**The LSBE, DVBE and SE preference programs have a bid preference where the eligible enterprise will receive up to 15% bid price reduction or 'preference' when bidding on certain goods and services solicited by Los Angeles County.

If you are seeking to certify as a Community Business Enterprise (CBE), which include Women Business Enterprise (WBE), Minority Business Enterprise (MBE), and Disadvantaged Business Enterprise (DBE), please apply at <https://app.avisare.com/signup/lacounty>. You will be required to create an account in order to access the applications. If you have any questions please contact the Los Angeles County Office of Small Business at (323) 881-3964. Thank you.

Request for Certification

To request County of Los Angeles certification for LSBE, DVBE, SE or CBE program participation, a business must:

1. Register as a vendor with Los Angeles County
2. Register an account in the DCBA Certification Portal
3. Complete all sections of the application
4. Submit all of the requested supporting documentation

Register and Login

Certifications Portal

Requesting and managing Small Business certifications requires an active Certification Portal account. This account is specific to the Office of Small Business and separate from the WebVen Vendor Registration website.

If you have not registered an account yet please click the button below.

Create Certification Portal Account

Portal Login

If you already have a Certification Portal account please login.

* Email Address:

* Password:

Login

[Forgot Password?](#)



Enriching Lives . . .

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DO YOU NEED HELP?

211 LA County
LA County Helps
Public Alerts

ABOUT US

Our Services
Advisory Commission
Small Business Commission
Branch Offices
Request a Speaker

SITE INFO

Accessibility
Disclaimer
Language
Privacy Policy



Business Verification

To register for the Certification Portal you must be a registered County vendor. ([Find Your Vendor # on WebVen](#)). We have to match your email address and tax identification number with your vendor registration record to verify your identity. If you are having trouble registering please [contact us](#) for assistance.

* Vendor Number (first 6 digits only):

* Email Address:

* 9-digit EIN or SSN / ITIN / ATIN #:

Verify Email Address



Enriching Lives . . .

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DO YOU NEED HELP?

211 LA County
LA County Helps
Public Alerts

ABOUT US

Our Services
Advisory Commission
Small Business Commission
Branch Offices
Request a Speaker

SITE INFO

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NOVA SECURITY SYSTEMS, INC.

Vendor #121982

Change Business



Business Info



Owners



Contacts



Documents



NAICS Codes

Welcome to the enhanced Small Business Certification Portal! New functionality in the menu allows you to:

- Update your Business Information
- Manage and add new contacts for your Business
 - New contacts you add will be able to register for Portal access
- Manage your Business's Owners (now separate from Contacts)
- Upload Documents at anytime
- Update your NAICS codes at anytime

Please complete your Business, NAICS, Owner and Contact information before applying for a certification as you will not be prompted for it during the streamlined certification process.

It looks like this is your first time requesting certification. Click below to begin the request process.

Please complete your Business, NAICS, Owner and Contact information before applying for a certification as you will not be prompted for it during the streamlined certification process.

Start Certification Request

! This site is meant for Testing Purposes only.



Office of Small Business

[Portal Home](#)

[Contact Us](#)

[Logout](#)

Select Certifications

Select Certifications ▾

Which Certifications are you applying for?

☐ Local Small Business Enterprise (LSBE)

☒ Social Enterprise (SE)

☐ Disabled Veteran Business Enterprise (DVBE)

☐ Minority Business Enterprise (MBE)

☐ Women Business Enterprise (WBE)

☐ Disadvantaged Business Enterprise (DBE)

☐ LGBTQQ Owned Business (LGBTQQ)

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Certification Questionnaire

[Certification Questionnaire](#) ▾

Please fill out these additional questions for your requested certification(s). Items preceded with '*' are required.

Social Enterprise (SE)

☐ Yes

☐ No

* Does the business have a Principal Place of Business or major office located in Los Angeles County?

☐ Yes

☐ No

* Has the business been in operation for at least 1 year providing temporary or permanent jobs to a transitional workforce ?

☐ Yes

☐ No

* Has the business been in operation for at least 1 year providing job training, skill building and access to other supportive services which increase job readiness to a transitional workforce?

☐ Yes

☐ No

* Is the business incorporated as a Benefit Corporation or Social Purpose Corporation?

☐ Yes

☐ No

* Is the business certified as a B-Corporation by B Labs?

☐ Yes

☐ No

* Is the business certified Green by a city government located in Los Angeles County?

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[Next >](#)

Documents

Documents ▾

If you are certifying the organization as **Social Enterprise (SE)** the required documentation will vary; however, you will need to submit documentation which demonstrates the following:

- **What is the primary social mission of your organization?**


- **How is your social mission integrated into your organizational model?**

- ☐ *I have uploaded documentation on the metrics our business uses to track social impact*

If you have any questions about the documentation please contact our office at (323) 881-3964. To upload your document(s), click the 'Select Files' button below.

Note: Document sizes limited to 15MB.

Upload



+ Select Files

 or drop files here.



Acknowledgement

Acknowledgement ▾

Please read through and accept the Acknowledgement below by providing your name, title, and checking that you've read and agreed. Items preceded with '*' are required.

It is the policy of the County of Los Angeles Board of Supervisors that it is unlawful for any person to knowingly submit fraudulent information with the intent of receiving Local Small Business Enterprise (LSBE), Disabled Veteran Business Enterprise (DVBE), Social Enterprise (SE) and/or Community Business Enterprise Certification and avail themselves of any benefits for which they are not entitled.

This is to acknowledge that the undersigned, on behalf of himself or herself individually and on behalf of his or her business or organization, is fully aware of the following policy of the County of Los Angeles.

A. A person or business shall not:

1. Knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining, or attempting to obtain or retain, acceptance or certification as a community business enterprise; for the purposes of this article.
2. Willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the acceptance or certification or denial of acceptance or certification of any entity as a minority and/or women owned business enterprise, or both.
3. Willfully and knowingly obstruct, impede, or attempt to obstruct or impede, any County official or employee who is investigating the qualifications of a business entity which has requested acceptance or certification as a community business enterprise.
4. Knowingly and with intent to defraud, fraudulently obtain, attempt to obtain, or aid another person or business in fraudulently obtaining or attempting to obtain, public monies to which the person or business is not entitled under this article.

B. Any person or business who violates the above shall be suspended from bidding on, or participating as a contractor, subcontractor, or supplier in any County contract or project in accordance to the provisions of Chapter 2.202 of the County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

C. No County agency with the powers to award contracts shall enter into any contract with any person or business suspended for violating this section during the period of the person's or business' suspension. No awarding department shall award a contract to any contractor who uses the services of any person or business as a subcontractor suspended for violating this section during the period of their person's or business' suspension. Vendor also acknowledges and accepts the following sanctions in the event they knowingly submit fraudulent information with the intent of receiving LA County Preference Program Certifications: [SANCTIONS FOR LA COUNTY PREFERENCE PROGRAMS *](#)

The undersigned acknowledges, on behalf of him/herself, individually and on behalf of his/her business or organization, is fully aware of the above policy of the County of Los Angeles and declares under penalty of perjury under the laws of the State of California that the information is true and correct. By executing this form, the undersigned hereby agrees to submit additional documentation to verify the information provided in this application and consents to an on-site visit to verify the Principal Place of Business.

* Name:

* Title:

☐ I have read and agree to the Policy

[◀ Back](#)

[Submit ▶](#)

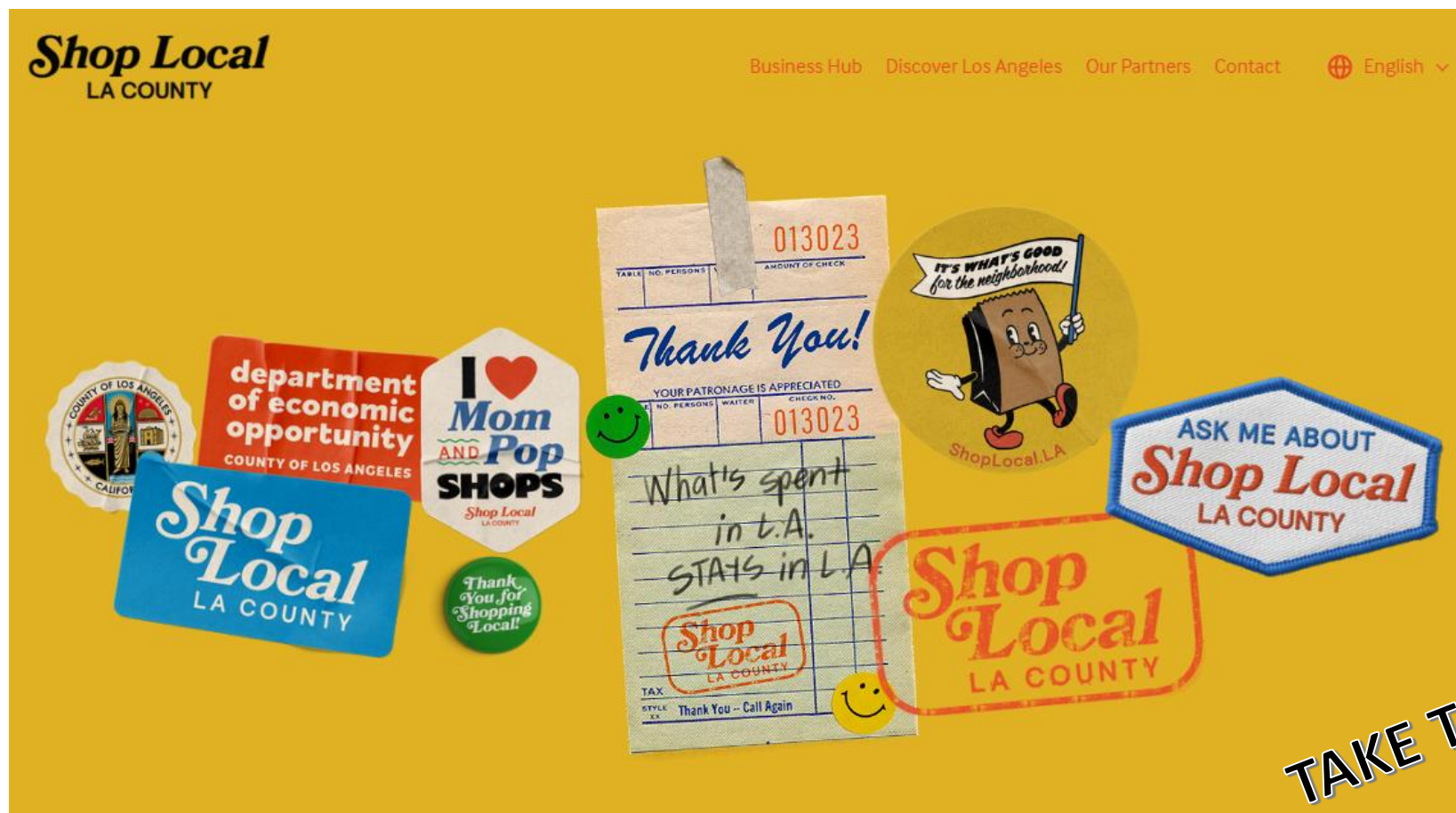


Economic Opportunity Grant Program (EOG)

- Over \$55M in Grants for Microentrepreneurs, microbusinesses, small businesses, small non-profits, and very small non-profits.
- Use of funds is to address operational costs, debt incurred during pandemic, cover decreased revenue, reduce/eliminate debt from compliance with COVID-19 health and safety measures
- Grant sizes: \$2,500, \$15,000; \$20,000; \$25,000
- Eligibility Criteria based on gross annual receipts (GARs)
- Access to technical assistance partners
- <https://grants.lacounty.gov>



Shop Local LA County



Shop Local LA County is a countywide effort to engage residents to support small businesses recovering from the pandemic to create thriving local economies through both:

- ☐ Business engagement
- ☐ Community Engagement

TAKE THE PLEDGE!!

<https://shoplocal.la/>

Legal Aid to Small Businesses

[LA Regional Small Business Owners Legal Aid Program – Small Business Development \(lalegalhelp.org\)](http://lalegalhelp.org)

FREE legal assistance program for small businesses to receive:

- ✓ 1:1 Legal Consultation Assistance
- ✓ Webinar Trainings
- ✓ Legal Academies

A banner for the LA Regional Small Business Legal Aid Program. The background is a photograph of a busy street market with various stalls and people. Overlaid on the image is a blue header bar containing logos for the County of Los Angeles, the Department of Economic Opportunity, the Legal Aid Foundation of Los Angeles, Public Counsel, and BET TZEDEK. Below the header, the text "LA REGIONAL SMALL BUSINESS LEGAL AID PROGRAM" is written in white. The main headline "Free Legal Help for Los Angeles Region's Small Business Owners" is in large white font. A white button with the text "GET HELP" is positioned at the bottom right of the banner.

LA REGIONAL SMALL BUSINESS LEGAL AID PROGRAM

Free Legal Help for Los Angeles Region's Small Business Owners

GET HELP

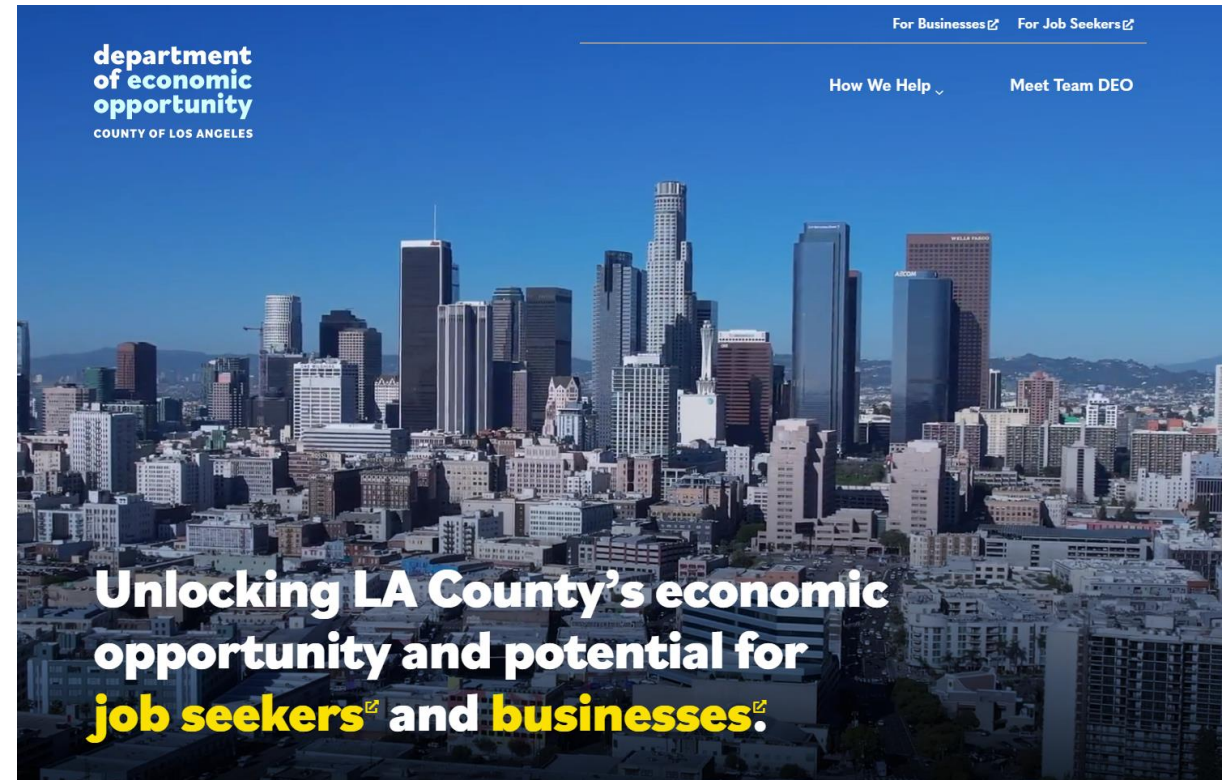
Grow. Succeed. Thrive.

Contact DEO's Office of Small Business

- **Schedule an Appointment**

<https://bit.ly/BizCounseling>

- **Visit Us**
4716 E Cesar Chavez, Bldg B,
Los Angeles, CA 90022
- **Call Us** 844.432.4900
- **Email Us**
 - osb@opportunity.lacounty.gov
- **RSVP for Upcoming Webinars**
 - <https://bit.ly/dcbaBizEvents>



[Home - Department of Economic Opportunity \(lacounty.gov\)](https://lacounty.gov/deo)

Questions

  
@EconOppLA



**department
of economic
opportunity**
COUNTY OF LOS ANGELES



America's **Job** Center
of California™

American Rescue Plan (ARP)

Master Agreement

Request for Statement of Qualifications (RFSQ)

CEO.

Luci Gutierrez

Contracts Division

March 16, 2023






Luci Gutierrez
Principal Analyst

County of Los Angeles Chief Executive Office Contracts Division



CEO.

- Questions will be addressed at the end of the session
- Questions can also be submitted in the chat feature
- If you find yourself unable to hear at any point, please send a message through chat

- 
- American Rescue Plan Background and Purpose
 - ARP Service Categories
 - RFSQ Overview
 - Proposer's Minimum Requirements
 - Application Requirements
 - Sample Agreement
 - Application Review



American Rescue Plan: Coronavirus State and Local Fiscal Recovery Funds

The ARP Act of 2021 created the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program to deliver much needed aid. The key objectives for SLFRF are to:

Support urgent COVID-19 response efforts to decrease spread of virus and bring pandemic under control

Replace lost revenue for eligible recipients to strengthen support for vital public services and help retain jobs

Support an equitable recovery through immediate economic stabilization for households and businesses

Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic

CEO. Recovering Better Than Before: Ensuring Equitable Implementation of the American Rescue Plan

On July 13, 2021, the Board of Supervisors (Board) adopted a motion to **strategically use ARPA funds to the maximum benefit of the communities suffering disproportionate health and economic impacts** from the COVID-19 pandemic.

The motion highlights the imperative opportunity to transform the lives of millions of County residents by centering equity, harm reduction, and providing proportional resources to address the needs of our residents and communities.



1. Equity principles



2. A proposed formula that all departments must apply to ARPA funding requests



3. A public-facing website with a dashboard that reports on the County's ARPA expenditures and outcomes by program and department



4. A public-facing dashboard identifying ARPA contracting opportunities



5. An implementation plan to accurately capture data for non-geographically concentrated communities disproportionately impacted by COVID-19




- In November 2021, County of Los Angeles Supervisors' Board Motion, American Rescue Plan Act Expedited Contracting, authorized CEO to streamline the contracting process to expedite services to stimulate economic recovery
 - Standard County solicitation was streamlined for ARP funded contracts while in compliance with federal regulations
 - Goal to facilitate the contracting process for small organizations or organizations seeking to contract with the County
-



- The County's Chief Executive Office is seeking qualified companies/organizations to enter into an Agreement with the County to provide American Rescue Plan Support Services (ARP).
 - Through this RFSQ, County Departments will competitively solicit and award work orders to select contractors to provide the ARP Support Services.
-

CEO. Where do I find the ARP RFSQ?

[ACOUNTY.GOV](#) | [CONTACT US](#)🐦f



[FOR VENDORS](#) [CONTRACTING](#) [RESOURCES](#) [CONTACTS](#) 🔍 ⋮


ACCELERATING DIGITAL EQUITY

[CLICK HERE TO LEARN ABOUT WHAT THE COUNTY IS DOING TO ACCELERATE DIGITAL EQUITY](#)

SOLICITATIONS & CONTRACTS

You can view County solicitations online!

[REGISTER](#) [OPEN SOLICITATIONS](#) [VENDOR SELF SERVICE](#) [AWARDED CONTRACTS](#)



CEO. Where do I find the ARP RFSQ?

ACCELERATING DIGITAL EQUITY

CLICK HERE TO LEARN ABOUT WHAT THE COUNTY IS DOING TO ACCELERATE DIGITAL EQUITY

REGISTER YOUR BUSINESS TODAY!

The County does business with both large and small firms, as well as individual entrepreneurs. Get started today!

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS



Search For A Solicitation

Search By Department

Search By Commodity

Chief Executive Office

SEARCH



MASTER AGREEMENT TERM

- Upon execution through December 31, 2026
 - ARP funds may only be used to cover expenses incurred by December 31, 2024, and must be expended by December 31, 2026, through a valid work order
-

CEO.

SERVICE CATEGORIES

Marketing and/or Branding Services

Technical Assistance Services

Third-Party Administrator (TPA) Services

Training Support Services

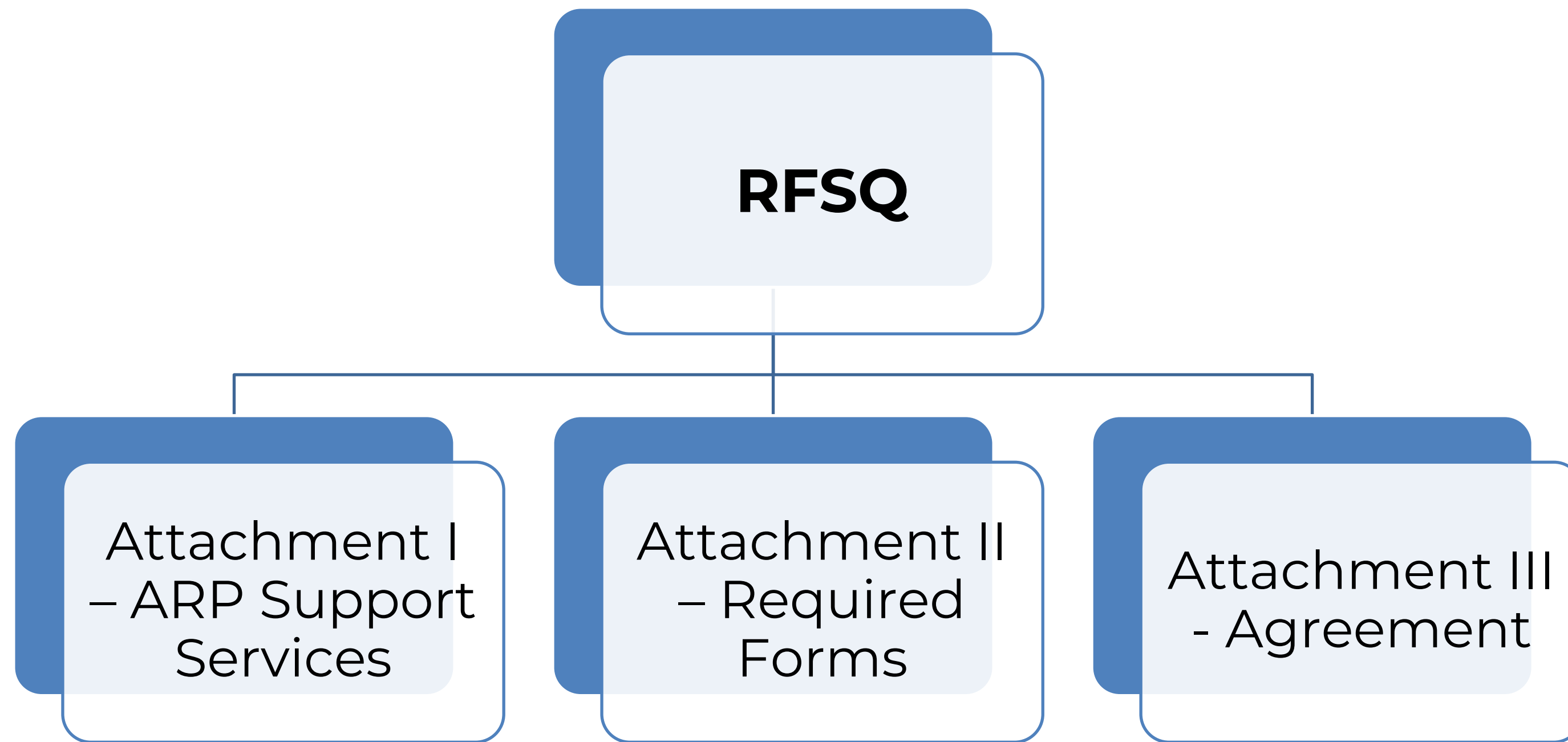
As-Needed Language Assistance Services

Evaluation Categories and Related Services

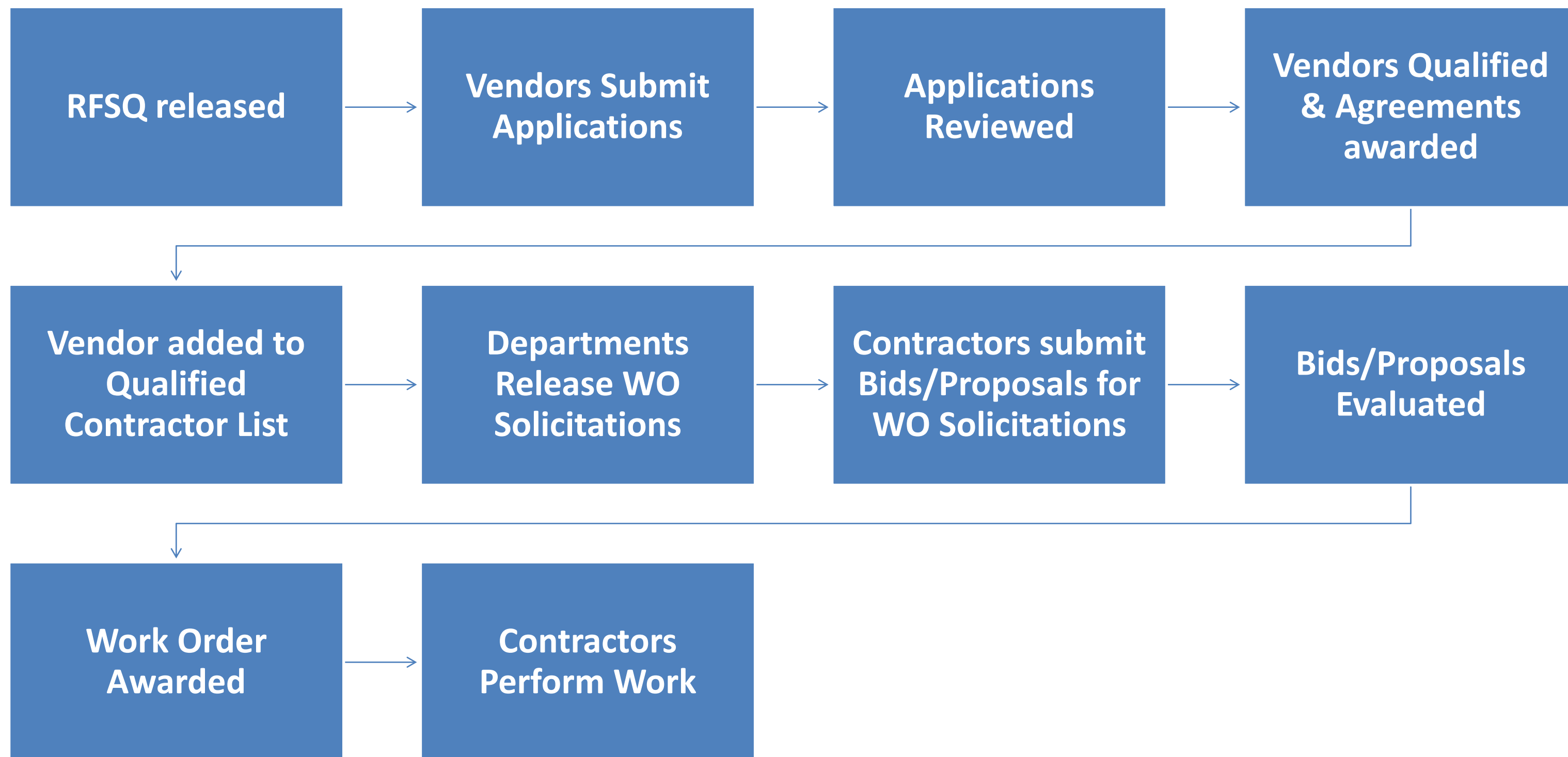
Note: For a description of services, see Attachment I (American Rescue Plan Support Services) to the RFSQ.

CEO. COUNTY CONTRACTING TERMS

- **Request for Statement of Qualifications (RFSQ)** – The solicitation to award Agreements
 - **Agreement** – Resultant contract under this RFSQ
 - **Application** – Vendor response to the requirements in the will be soliciting the future work.
 - **Work Order Solicitation** – Process when soliciting work under the Agreement
-



CEO. SOLICITATION & AWARD PROCESS



Proposers must meet any one of the minimum qualifications in section 1.4.1

1. Proposer must have a current agreement in good standing with a County department, providing the same services described in Attachment I, ARP Support Services; or
2. Proposer must have three (3) years of experience in the last five (5) years providing any of the same services described in Attachment I, ARP Support Services, in each category they are applying; or
3. Proposer's principal, partner or officer must have three (3) years of experience in the last five (5) years providing any of the same services described in Attachment I, ARP Support Services.
4. Proposer must not currently be on federal, State or local debarment list
5. Proposer must not have disallowed cost, identified by A-C over \$100K



NOTICE TO PROPOSERS

Mandatory Requirement to Register on County's WebVen

- Registration can be accomplished online via the Internet by accessing the County's home page at: <http://camisvr.co.la.ca.us/webven/>
 - Select as many commodity codes as possible for greater opportunities
 - For further assistance, Proposers may contact the Internal Services Department, Vendor Relations at (323) 267-2725, or by email at: ISDVendorRelations@isd.lacounty.gov.
-

CEO. APPLICATION REQUIREMENTS

Section A	Section B	Section C
Required Forms	Proposer's Background and Experience	Acceptance of Terms and Conditions of the Agreement



SAMPLE CONTRACT

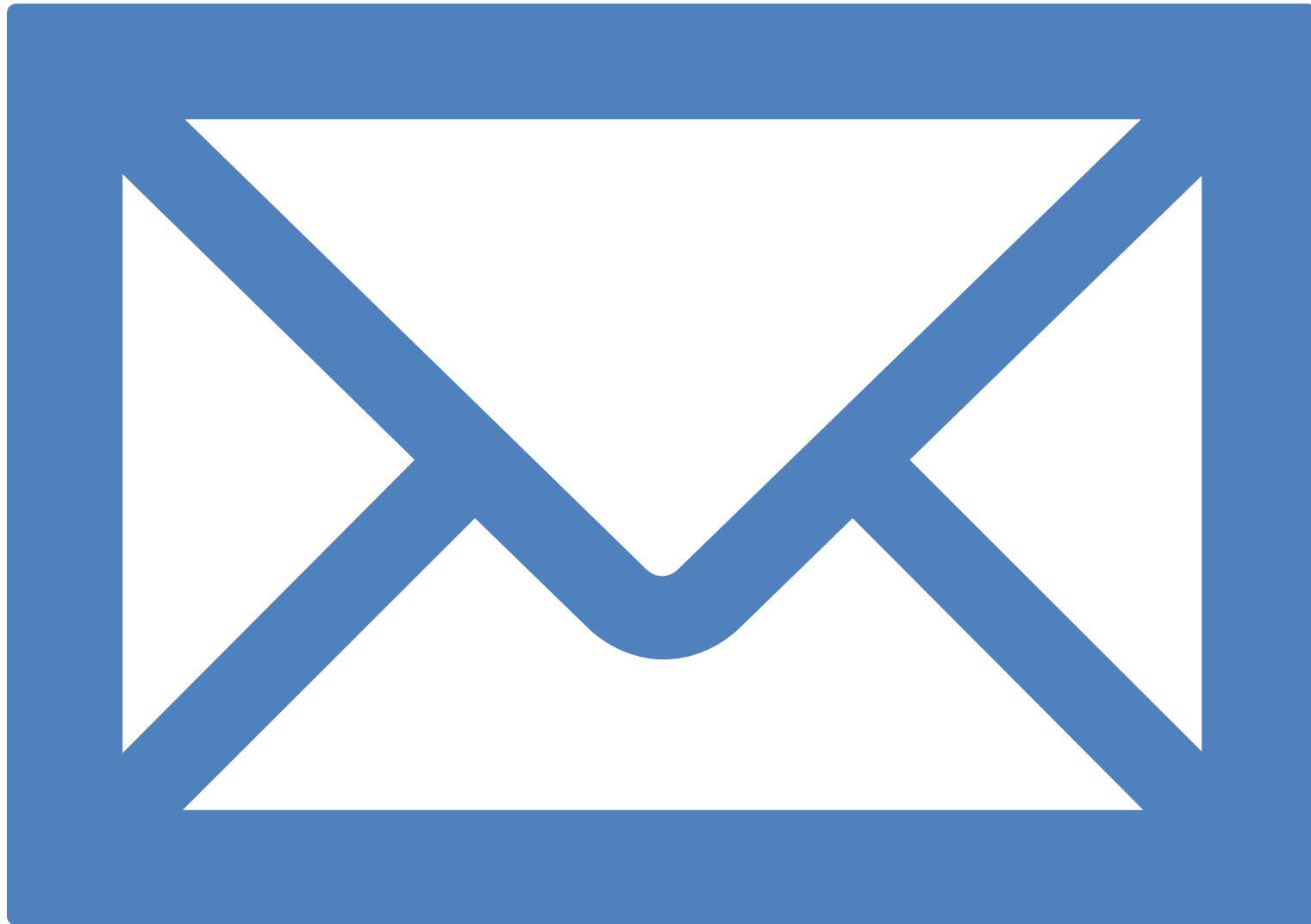
Standard County Provisions (Non-negotiable)

Exhibit A – American Rescue Plan Act Requirements

Exhibit B – Insurance Requirements



APPLICATION SUBMISSION



Proposers shall submit a completed Application electronically (PDF file) to the following email address:

CEO-ARPcontracts@ceo.lacounty.gov

County's review of application will result in the follow notifications:

1. Incomplete application submittal
 2. Disqualified application
 - Failure to meet Minimum Requirements
 - Review of databases, terminated contracts, pending litigation
 3. Approval of application and subsequent Agreement award
-

CEO. Tips for Successful Application Submission

- Ensure complete application
- Provide clear description of same or similar services
- Apply only for categories with experience that can be validated
- Advise references County will be contacting them via email



CEO. OTHER ARP OPPORTUNITIES

CEO

Chief Executive Office

COUNTY OF LOS ANGELES

QUICK INFO

OUR DIVISIONS

PRIORITIES & INITIATIVES

COUNTY BUDGET

AGENDAS

AMERICAN RESCUE PLAN

Q

HOME

THE AMERICAN RESCUE PLAN ACT

EXPLORE THE DATA

REPORTS

CONTRACTING OPPORTUNITIES

GRANT OPPORTUNITIES

GET HELP

American Rescue Plan Act and Care First Community Investment: Contracting Opportunities

Current Contract Opportunities and Solicitations

Solicitations are added to the website regularly. Please sign up for updates below and check back frequently. If you have any questions regarding specific contract opportunities please click through for contact information.



OTHER ARP OPPORTUNITIES

Interest Form for Potential Vendors

Sign up to receive updates about solicitations and contract opportunities for upcoming County contracts involving ARPA or CFCI:

Subscription Type

Email

• Email Address

SUBMIT

Go to <https://ceo.lacounty.gov/recovery/contract-opportunities/> to sign up!

Questions

For any questions and correspondence regarding the ARP Support Services MA, please contact CEO Contracts at CEO-ARPCONTRACTS@ceo.lacounty.gov.



Thank You



THURSDAY, MARCH 16, 2023
10:00AM - 12:30PM PST

GRANTS

**CONTRACT CONNECTIONS
PRESENTED BY COUNTY OF LOS ANGELES**

::: INTERNAL SERVICES DEPARTMENT :::

CONTRACT CONNECTIONS

“GRANT FUNDED CONTRACTING OPPORTUNITIES”

INTERNAL SERVICES DEPARTMENT

MARCH 16, 2023





Christie Carr
Contract Manager

ISDVendorOutreach@isd.lacounty.gov

**County of Los Angeles
Internal Services Department**
Purchasing and Contract Services
Contracting Division





Agenda

Master Agreement
Award Process/
Workflow

Direct Deposit
Registration

Grant Funded
Contracting
Opportunities

Fair Chance
Employment

All Open Master
Agreement
Opportunities

County Websites
and How to Search
for Solicitations

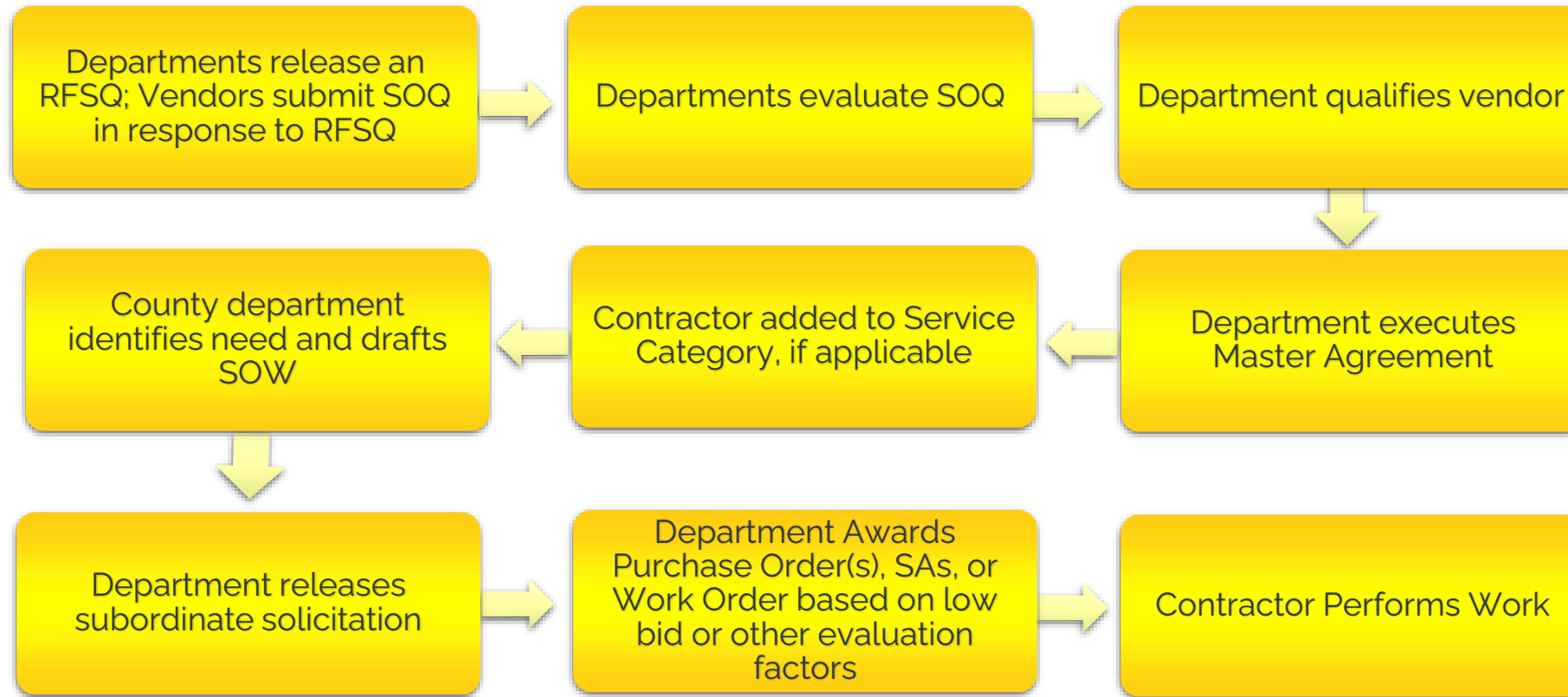
Prompt Payment
Program

Best Practices/Tips

***Grant Funded or Related Contracting Opportunities
at the
Internal Services Department***



Master Agreement Workflow



RFSQ: Request for Statement of Qualification (Accessible at: <https://doingbusiness.lacounty.gov>)

SOQ: Statement of Qualification



Installation and Operation of Community Broadband Networks Services Master Agreement

This RFSQ is:

Open and Continuous
(ongoing)

Solicitation Number:
RFSQ # [ITS-I10602-S](#)



<https://doingbusiness.lacounty.gov/>



Neary Ros, Contract Analyst



Communitybroadband@isd.lacounty.gov

Installation and Operation of Community Broadband Networks Services Master Agreement

Services include, but not be limited to, the following:

- Architect, design plan, and design a community broadband wireless network
- Procure plan and equipment/device list
- Installation plan
- Implementation plan
- Test the entire infrastructure and system operations
- Connect and serve residences
- Operate, monitor, and manage the network; and
- End-user customer support



Energy Support Services Master Agreement (ESSMA)

This RFSQ is:

Open and Continuous
(ongoing)

Solicitation Number:
RFSQ # [GCS-I10681-C](#)



<https://doingbusiness.lacounty.gov/>



Nazeli Albaryan, Contract Analyst



nalbaryan@isd.lacounty.gov

Energy Support Services Master Agreement (ESSMA)

Services Categories Include:

- Rates and Analytical Support
- Power Plant and Cogeneration
- Energy Efficiency
- Distributed Energy Resources
- Electric Vehicle (EV) and EV Supply Equipment
- Legislation and Regulation Support
- Commissioning and Retro-Commissioning
- Utility Support (Categorizing, Recording, and Reporting Greenhouse Gas Emissions)
- Environmental Programs Development
- Environmental Programs Development for Communities
- Energy and Environmental
 - Grant Writer
 - Project Manager
 - Field Technician
 - Project Analyst
- Energy and Environmental Workforce Education, Development and Training
- Energy and Environmental External Funding Sources Management and Administration



Energy Efficiency Project Master Agreement (EEPMA)

This RFSQ is:

Open and Continuous
(ongoing)

Solicitation Number:
RFSQ # [I104559](#)



<https://doingbusiness.lacounty.gov/>



Nazeli Albaryan, Contract Analyst



nalbaryan@isd.lacounty.gov

Energy Efficiency Project Master Agreement (EEPMA)

Services Categories Include:

- Retrofits (design and installation)
- Renewable Resources and Distributed Generation Design and Installation
- Cogeneration Design and Installation of a Plant or Integration into Existing Site
- Commissioning and Retro-Commissioning
- Demand Response Design and Installation
- Demand Reduction Design and Installation
- Miscellaneous Office Control Systems Design and Installation
- Water Conservation



ISD Master Agreement Contracting Opportunities

Services	Solicitation Number	Solicitation Open Date	Solicitation Close Date	Contract Analyst Name	Contract Analyst Email
As-Needed Elevator and Escalator Maintenance Services	10604-S	7/13/2020	Continuous	Tatiana Menendez	tmenendez@isd.lacounty.gov
As-Needed Small Office Equipment Repair Master Agreement	ITS-10601-S	5/10/2021	Continuous	Kristina Ido	KIdo@isd.lacounty.gov
As-Needed Transportation Services	10605-S	10/26/2020	Continuous	Carlos Rubio	crubio@isd.lacounty.gov
Disaster/Emergency Services Master Agreement (DESMA)	104565	4/13/2017	Continuous	Nazeli Albaryan	nalbaryan@isd.lacounty.gov
Document Storage Services Master Agreement	104542	10/26/2016	Continuous	Carlos Rubio	crubio@isd.lacounty.gov
Energy Efficiency Project Services Master Agreement (EEPMA)	1104559	3/22/2017	Continuous	Kathy Gomez	KGomez@isd.lacounty.gov
Energy Support Services Master Agreement (ESSMA)	GCS-110681-C	4/26/2022	Continuous	Nazeli Albaryan	nalbaryan@isd.lacounty.gov
Enterprise Services Master Agreement (ESMA)	ITS-110604-S	7/28/2022	Continuous	Justin Russel	JRussell3@isd.lacounty.gov
Facilities Ancillary Services Master Agreement (FASMA)	104569	4/13/2017	Continuous	Tatiana Menendez	tmenendez@isd.lacounty.gov
Installation and Operation of Community Broadband Networks To Deliver Residential Services	ITS-110602-S	3/21/2022	Continuous	Neary Ros	cros@isd.lacounty.gov
Language Interpretation Services Master Agreement (LISMA)	104530	6/13/2016	9/1/2022	Brandy Corona	bcorona@isd.lacounty.gov
Telecommunications Equipment and Services Master Agreement (TESMA)	104574	5/15/2017	Continuous	Brianna Cuellar	bcuellar@isd.lacounty.gov
Telecommunications Services Master Agreement	104731	7/9/2018	Continuous	Neary Ros	cros@isd.lacounty.gov



Los Angeles County Prompt Payment Program

On November 1, 2022, the Board approved expansion of the County's Prompt Payment Program. The Program affirms the County's intent to pay certified Preference Program Enterprises (PPEs) for goods and services within 15 calendar days of receipt of an approved, undisputed vendor invoice which has been properly matched against documents such as receiving, shipping, or services delivered report.

The Program now applies to, and include all, Purchase Orders and Contracts between the County and a PPE:

1. Local Small Business Enterprises
2. Social Enterprises
3. Disabled Veteran Business Enterprises





Prompt Payment Technical Liaison

The Program also provides a single point of contact for County certified Preference Program Enterprises (PPEs) to institute a Prompt Payment Program (Program) Liaison that will:

1. Coordinate actions and/or resolution with the appropriate County department(s).
2. Address payment delays or issues.





Vendor Direct Deposit Registration Portal

[Vendor Deposit Application \(lacounty.gov\)](https://lacounty.gov)

DIRECT DEPOSIT

Request for Direct Deposit



You have been provided a unique vendor registration number by the County of Los Angeles.

[Apply for Direct Deposit →](#)

Application Assistance



Use our User Guides to help you file your application.

[Review User Guides →](#)



Vendor Direct Deposit Registration Portal

5 Step Process:

1. Have your vendor # and TIN #
2. Select one address or multiple to register
3. Banking information
4. One of three attachments – voided check, bank statement, or bank verification #
5. Verify/Submit

Vendor information	
Vendor Number(Code)	test123
Payee Name	ABC COMPANY
Social Security #/Taxpayer Identification #	123456789
Direct Deposit Notification Email Address	Test123@gmail.com
Banking information	
Type of Account	Checking
Bank Account Number	123456
Bank Routing Number	322271627
Financial Institution Name	JPMORGAN CHASE BANK, N.A. CHASE BANK, N.A. CHASE BANK, NA
Direct Deposit Payment Option Selected	
Assign this bank account to the following addresses:	
1234 Main Street, New York, NY, 12345-0000	
Certifications	
Authorized Signer's Name	John Doe
Authorized Signer's Title	CEO
Authorized Signer's Phone Number	(123)456-7890
Authorized Signer's E-mail Address	Test123@gmail.com



Los Angeles County Celebrates Fair Chance Employers!

[FAIRCHANCE ACT – LOS ANGELES COUNTY \(lacounty.gov\)](https://lacounty.gov/fairchance)

lacounty.gov | County of Los Angeles

Select Language



TAKE THE PLEDGE

THE FAIR CHANCE ACT

HIRING INCENTIVES

LOOKING FOR TALENT

SUCCESS STORIES

EMPLOYER RESOURCES



Take the
fairchance
HIRING PLEDGE

When you take the Los Angeles County Fair Chance Hiring pledge and add formerly incarcerated individuals to your talent pool, you:

- Get resilient, creative, and dedicated employees who work harder
- Help these employees and their families rebuild their lives
- Qualify for generous tax credits and incentives, including a dedicated liaison
- Access qualified, pre-screened, work-ready individuals



Join the County of Los Angeles and many other companies throughout the region already experiencing the benefits.







Los Angeles County Celebrates Fair Chance Employers!



FAIR CHANCE FREQUENTLY ASKED QUESTIONS



Please check with your legal counsel for up-to-date and specific guidelines on what types of criminal history questions are permissible under the law.



 WHAT IS THE CALIFORNIA FAIR CHANCE ACT? 



 HOW DOES THE LAW WORK? 



 DOES THE LAW APPLY TO ME? 



 WHAT IS AN INDIVIDUALIZED ASSESSMENT? 



 AFTER A CONDITIONAL OFFER OF EMPLOYMENT, WHAT CAN I ASK ABOUT AN APPLICANT'S CRIMINAL HISTORY? 



 WHICH CONVICTIONS CAN BE CONSIDERED? 

 CAN I TAKE BACK (RESCIND) A JOB OFFER BASED ON A CANDIDATE'S CRIMINAL HISTORY? 

 WHAT IS THE HIRING PROCESS MANDATED BY THE LAW? 

 WHAT RIGHTS DO EMPLOYEES HAVE UNDER THE LAW? 

 ARE THERE ANY OTHER FAIR CHANCE ORDINANCES APPLICABLE TO ME? 

 IS THERE A DIFFERENCE BETWEEN CALIFORNIA AND LA CITY FAIR HIRING ORDINANCES? 



County Websites and Contact Information

For Vendor Registration,
contact ISD Vendor Relations @

ISDVendorRelations@isd.lacounty.gov

(323) 267-2725



Doing Business with Los Angeles County

<https://doingbusiness.lacounty.gov/>

Vendor Registration

<https://camisvr.co.la.ca.us/webven/>

Open Solicitations

<https://doingbusiness.lacounty.gov/open-solicitations/>

Department of Consumer and Business Affairs

<https://dcba.lacounty.gov/>

Department of Economic Opportunity

<https://opportunity.lacounty.gov/>

REGISTER YOUR BUSINESS TODAY!

The County does business with both large and small firms, as well as individual entrepreneurs. Get started today!

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS





SEARCH RESULTS

Search for essma

Search by solicitation, commodity, or keyword

SEARCH ALL 🔍

Showing 1 records

Solicitation Number	Title	Type	Department	Date
GCS-110681-C	Energy Support Services Master Agreement (ESSMA) Request for Statement of Qualifications (RFSQ) ENERGY CONSERVATION SERVICES (INCLUDING AUDITS)	Service	Internal Services Department	Continuous



SOLICITATION DETAILS FOR GCS-I10681-C

Internal Services Department

Continuous

(323) 267-3182

Commodity

ENERGY CONSERVATION SERVICES
(INCLUDING AUDITS)

Solicitation Amount

Not Available

Contact Email

nalbaryan@isd.lacounty.gov

Last Changed On

5/19/2022

Solicitation Description

[Show more +](#)

The County of Los Angeles (County), Internal Services (ISD) Department is seeking qualified companies to enter into an Energy Suppo...

ATTACHMENTS 2

[ESSMARFSQ2022](#)

[.pdf]

[ESSMARFSQProposersConferencePresentation](#)

[.pdf]

AMENDMENTS 1

5/19/2022 Addendum 1

[.pdf]

CLOSE



[FOR VENDORS](#)

[CONTRACTING](#)

[RESOURCES](#)

[CONTACTS](#)



VENDOR REGISTRATION

**Register to Do
Business With Los
Angeles County**

Direct Deposit
Registration

MANAGE YOUR VENDOR ACCOUNT

Vendor Self Service

Appendix A –
Purchasing Required
Forms

Appendix B – Service
Contract Solicitation
Required Forms

Community Business
Enterprise (CBE)
Information Form

Commercially Useful
Function

VENDOR PROGRAMS

Community Business
Enterprise

Disabled Veterans
Business Enterprise

Local Small Business
Enterprises

Social Enterprise

DIGITAL EQUITY

ACCELERATE DIGITAL EQUITY

VE SE

**Our Vendor Self Service allows
vendors to manage their
accounts and much more**

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS



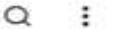


FOR VENDORS

CONTRACTING

RESOURCES

CONTACTS



CLICK HERE

SOLICITATIONS AND CONTRACTS

[View Open Solicitations](#)

[Awarded Contracts](#)

[Vendor List by Commodity](#)

[Debarred Contractors in Los Angeles County](#)

[Definitions](#)

POLICIES AND TERMS & CONDITIONS

[Contracting Policies](#)

[Standard Terms and Conditions for Commodities](#)

[Standard Terms and Conditions for Services](#)

MASTER AGREEMENTS

[Master Agreements for Commodities](#)

[Master Agreements for Services](#)

SEE DIGITAL EQUITY

VENDOR SELF SERVICE

Our Vendor Self Service allows vendors to manage their accounts and much more

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS





ACCELERATE

CLICK HERE TO LEARN ABOUT WHAT

EQUITY

VENDOR SELF SERVICE

Our Vendor Self Service allows vendors to manage their accounts and much more

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS

ADDITIONAL INFORMATION

- County Departments
- Vendor Fair and Workshops
- Surplus Property
- Other Government Agencies
- Living Wage Program Contractor Guide
- Tips on Selling to the County
- Public Hearing Meetings
- FAQs





ACCELERATING

CLICK HERE TO LEARN ABOUT WHAT THE COM

DEPARTMENT CONTACTS

- Vendor Relations
- DCBA
- Procurement Officers
- Contract Managers

VENDOR SELF SERVICE

Our Vendor Self Service allows vendors to manage their accounts and much more

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS





Best Practices for Contracting with Los Angeles County

Responding to Solicitations:

1. Thoroughly review the solicitation.
2. Always attend the Proposer's (or Bidder's Conference) that we hold to discuss the solicitation.
3. Attend debriefs.
4. Ask questions.
5. Understand the solicitation, qualifications, and requirements - respond to each clearly and thoroughly.
6. Read the Master Agreement and become familiar with the County's Terms and Conditions.



Q & A



Thank you!

ISDVendorOutreach@isd.lacounty.gov

How to do business with Los Angeles County

Public Works

Contract Connections

Grant Funded Contracting Opportunities

March 16, 2023



Los Angeles County Public Works Providing Public Service

Who we are:

Public Works is one of 38 departments of the County of Los Angeles, directed by the Board of Supervisors, to provide service to the public.

What we do:

Public Works designs, builds and maintains transportation and flood control infrastructure, and provides municipal services to the County's incorporated areas, such as building safety, waste management, sewer maintenance, and traffic signals and street lighting.

Why we're here:

To discuss how to do business with Public Works and provide information on upcoming opportunities.





MISSION

We plan, design, build, and maintain modern infrastructure that uplifts all communities of Los Angeles County.

Values

Safety

Cultural Awareness

Human Health

Transparency

Inclusivity

Innovation

Strategic Focus Areas

Resiliency

Sustainability

Customer Experience

Equity

Financial Health

Doing Business with Public Works

- Los Angeles County Public Works is **committed to supporting the growth of the regional economy** through contracting with local businesses.
- Small businesses **account for approximately half of the County's 3.5 million private sector jobs**. Public Works is dedicated to assisting Los Angeles County Small Businesses (LSBE), Disabled Veteran-owned businesses (DVBE) and Social Enterprises (SE).
- LA County is in a unique position to strengthen its local economy by promoting increased participation of LSBEs, DVBEs, SEs, and other targeted businesses.



Reducing Contracting Barriers

Public Works awarded nearly \$1 billion worth of contracts during fiscal year 2021-22.

- Promoting a fair and equitable contracting process.
- Advancing economic development through innovative strategies.
- Providing each customer with specialized services to meet their specific needs.



STEP #1

Become a registered County Vendor



What you will need:

- Your taxpayer identification number and certification
- Your company/organization main contact name, phone, and address
- Your California Sales Tax Permit number, if applicable
- A list of the types of Products and/or Services your company provides

DoingBusiness.lacounty.gov

STEP #2

Certify with LA County



- Local Small Business Enterprise (LSBE)
- Disabled Veteran Business Enterprise (DVBE)
- Social Enterprise (SE)
- Community Business Enterprise Program (CBE)

certify.lacounty.gov

STEP #3

Do Business with Public Works



Public Works Contract Opportunities

- Buildings/Major Construction Projects
- Infrastructure Maintenance
- Professional Services
- Purchasing/Procurement



Purchasing

20,000 Types of Materials/Services Purchased

Procurement processes requests for over 3,400 employees for materials/services on as needed basis:

Materials and Services:

- Uniform / Dry Cleaning Services
- Office Supplies
- Ergo Items
- Lighting Fixtures
- Carpets and Floor Tiles
- Printing Services

Construction materials:

- Guardrails
- Concrete, concrete connector pipes, electrical motors, discharge pipes
- Storm pipes, reinforced concrete pipes, catch basins
- Asphalt and paint
- Other items purchased for construction purposes: ropes, hoist, harnesses, pulleys, compressors, hand tools, etc.

Contracting Opportunities

View contracting and purchasing opportunities with Los Angeles County Public Works

DoBusinessWithPublicWorks.com



Do Business with Public Works

Search Opportunities by Status:

- Open
- Upcoming
- Closed
- Awarded
- All

Welcome to Public Works Business Opportunities!

Type: Status: Total: 76

Show entries

Name	Estimated Amount	Estimated Release
Remove graffiti from all surfaces in the specified areas ... Graffiti Removal Services District 1 West, District 1 East, District 1 South, District 2 West, District 2 East, District 2 North, District 3, and District 4 (100 last updated on: 8/31/2022)	\$1,880,000.00	Sep-2022
To provide on-call heavy equipment rental items with o... On-Call Operated Heavy Equipment Rental Services Program (111 last updated on: 8/17/2022)	\$15,000,000.00	Sep-2022
Disassemble, pick-up, collect, and transport Abandone... On-Call Services to Remove Abandoned Materials and Debris from Sites on Los Angeles County Flood Control District Facilities (SWMD last updated on: 8/31/2022)	\$9,000,000.00	Sep-2022
Each area's contractor will provide on-call and intermit... On-Call Trash Removal Services from Flood Control Channels for East, West, and South Area (SWMD last updated on: 8/17/2022)	\$500,000.00	Sep-2022
Provide 24-hour armed/unarmed security services at t... Armed and Unarmed Security Services for the Public Works Headquarters (HQ) complex (OSO last updated on: 8/31/2022)	\$1,794,584.00	Oct-2022
Trash Collection. Belvedere and Mesa Heights Garbage Disposal Districts (SPD last updated on: 8/17/2022)	\$13,000,000.00	Oct-2022
Underground infiltration wells Monteith Park and View Park Green Alley Stormwater Improvements Project (I)	\$5,500,000.00	Oct-2022
The Contractor will perform injection well redevelopme... On-Call West Coast Seawater Barrier Injection Well Redevelopment Services (SWSD last updated on: 8/31/2022)	\$1,000,000.00	Oct-2022
Construct 500,000 Gal Tank Owen Tank Replacement (PMDM)	\$3,374,140.50	Oct-2022
To provide security services at various Public Works op... Security Service for Various Public Works Operational Services Field Locations (OSO last updated on: 8/31/2022)	\$750,000.00	Oct-2022

Do Business with Public Works

Create an Account

- Your information will be published on the project information so you can be contacted.
- Receive automated emails when addenda is released

Project Registration

Sign in if you're interested in this project. In the next step you'll sign up to get automatic emails when addenda are released and to have your contact information published. For more info on the Sign up process please [click here](#).

No Thanks, Continue to Download

Sign In

SIGN IN

Log In

Email

Password

Log In

Cancel

[Forgot your password?](#)

Don't have an account? [Sign up now.](#)

SIGN UP NOW

Create Account

First Name

Last Name

Email *

Re-Enter Email *

CREATE AN ACCOUNT

Do Business with Public Works

Project Summary: Open Opportunity

Pay attention to:
Proposal Due Date

- Contact Person (Contract Analyst)
- RFP documents (downloadable)
- Proceed with Bid instructions

Due Date

Contact

Documents

Project Summary

Project ID:	BRC0000292
Project Name:	On-Call Environmental Services for Water Resources Core Service Area
Scope of Services:	The County is seeking quality consulting firms with experience in: native habitat preservation, restoration and creation, environmental document preparation, environmental permitting, permit compliance, training County staff, environmental planning, surveying of biological, ecological, cultural and other environmental resources, monitoring, reporting, consultation, conducting feasibility studies, water quality sampling and monitoring, soil, air quality/climate change, and noise analysis, re-vegetation, arborists and landscape managing, vector, pest, and aquatic spraying, working with habitat conservation agencies handling southern California native and exotic biological resources, landscaping with southern California native species, handling and management of southern California cultural/tribal resources, and public relations.
RFP Issue Date:	10/19/2021
Proposal Due Date:	11/16/2021 04:00 PM
Contact Person:	Name: Erik Macias Phone: 626-458-2530 Email: Send Email
Estimate:	\$8,000,000
Plan Holders:	Prime Sub

Bids may be submitted electronically using Bid Express, www.BidExpress.com

Documents	
Document	Description
Request for Proposal	Request for Proposal

Subcontracting Opportunities with Public Works

Opportunities for Subcontractors:

- Review Upcoming Project Plan Information
- Create an Account to be listed on a project



Project Summary

Project ID: BRC0000292
Project Name: On-Call Environmental Services for Water Resources Core Service Area
Scope of Services: The County is seeking quality consulting firms with experience in: native habitat preservation, restoration and creation, environmental document preparation, environmental permitting, permit compliance, training County staff, environmental planning, surveying of biological, ecological, cultural and other environmental resources, monitoring, reporting, consultation, conducting feasibility studies, water quality sampling and monitoring, soil, air quality/climate change, and noise analysis, re-vegetation, arborists and landscape managing, vector, pest, and aquatic spraying, working with habitat conservation agencies handling southern California native and exotic biological resources, landscaping with southern California native species, handling and management of southern California cultural/tribal resources, and public relations.

RFP Issue Date: 10/19/2021
Proposal Due Date: 11/16/2021 04:00 PM

Contact Person: **Name:** Erik Macias
Phone: 626-458-2530
Email: [Send Email](#)

Estimate: \$8,000,000
Plan Holders: [Prime](#) | [Sub](#)

Bids may be submitted electronically using Bid Express, www.BidExpress.com

Documents	
Document	Description
Request for Proposal	Request for Proposal

Do Business with Public Works

Get Notified About New Opportunities

Receive our weekly emails by visiting the “**Contact Us**” page on our website under the “**Get Updates**” section of the site.

Type in your email address and click “**Sign Me Up**” to be added to our email list.

GET UPDATES

Get business info sent directly to you - and do business with Public Works!

SIGN ME UP



[DoBusinessWithPublicWorks.com](https://www.dobusinesswithpublicworks.com)

NEW OPPORTUNITIES

Four NEW Opportunities for YOU to Do Business With Public Works

[Innovyze Infowater Software Renewal / SR #168417](#)

DUE DATE: 02/15/2023 / RFB-IS-23200593

[Truck, Vehicles - Specs](#)

DUE DATE: 02/22/2023 / RFB-IS-23200589

[Security Services for Various Public Works Stormwater Maintenance Field Locations](#)

DUE DATE: 02/28/2023 / BRC0000374

What's in the Works for Public Works?

The Safe Clean Water Program (SCWP)



The District is working to develop an equitable public education and community engagement *grants program* aimed to increase outreach and engagement related to increasing stormwater and urban runoff capture and/or decreasing stormwater and urban runoff pollution.

Position Yourself for Success!

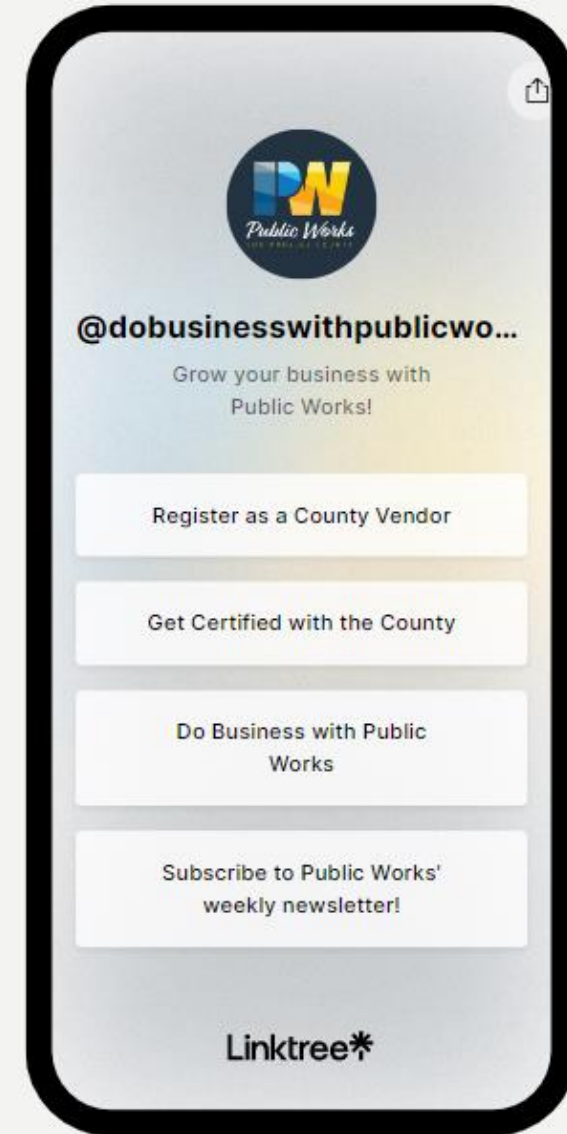
Marketing Strategies

- Get certified through the Los Angeles County Office of Small Business (WDACS)
- Sign up as a plan holder
- Network with prime contractors
- Visit the United States Small Business Administration for information on surety bonds assistance offered to small contractors

Best Practices

- Fill out bid documents correctly
- Contact the Contract Analyst, if you have any questions
- Stay ahead of the latest and upcoming business opportunities
- Attend Pre-Bid/Pre-Proposal meetings, if applicable

Start Contracting with Public Works!



Questions?



Summer Gomez

Business Relations Specialist

BusinessRelations@dpw.lacounty.gov



Gerald Plummer
Division Manager

ISDVendorRelations@isd.lacounty.gov

County of Los Angeles
Internal Services Department
Purchasing Materials Management
Division



Why Register as a Vendor with The County of Los Angeles?

- It is the only way that County Procurement and Purchasing Divisions can know who you are.
- It is the only way that County Procurement and Purchasing Divisions can know what goods and services you supply.
- It allows you to receive County information regarding:
 - Solicitations
 - Awards
 - Events
 - Trainings
 - Programs
- It is the only way that the County can award you a Purchase Order/Contract!
- It is the only way that County can pay you for services rendered!



LET'S REGISTER!

<https://doingbusiness.lacounty.gov/>



ACCELERATING DIGITAL EQUITY

CLICK HERE TO LEARN ABOUT WHAT THE COUNTY IS DOING TO ACCELERATE DIGITAL EQUITY

REGISTER YOUR BUSINESS TODAY!

The County does business with both large and small firms, as well as individual entrepreneurs. Get started today!

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS



Vendor Registration

Doing business with the County of Los Angeles starts
with registering as a County vendor.

NEW REGISTRATION

LOGIN / UPDATE

RE-REGISTRATION

Your Registration Starts Here

Getting Started

Registering as a vendor only takes a few minutes. Once you enter the registration page, you will be led through the registration process using easy-to-follow instructions.

Before you start your registration, please collect the following items:

- ✓ Your taxpayer identification number and certification
- ✓ Your company/organization main contact name, phone, address
- ✓ Your California Sales Tax Permit number, if applicable
- ✓ A list of the types of Products and/or Services your company provides

> **Already Registered?**

> **Request Assistance**

Vendor Search

Already registered?

Before registering as a new vendor, you can search our directory of vendors to see if you're already registered with the County of Los Angeles.

VENDOR SEARCH

LOS ANGELES COUNTY VENDOR REGISTRATION

New Registration

Before you start your registration, please collect the following items:

- ✓ Your taxpayer identification number and certification
- ✓ Your company/organization's main contact name, address, phone, email
- ✓ Your California Sales Tax Permit number, if applicable
- ✓ A list of the types of Products and/or Services your company provides

Please enter a 9-digit EIN or SSN / ITIN / ATIN #:

123456789

Continue

* Please note that the County will verify the Tax Identification Number (TIN) using IRS TIN Matching program for the TIN and the name on the provided Form W-9 (or Form W-8 for foreign vendors) matches the IRS records.



If you need assistance, please contact LA County - ISD Vendor Relations:

Hours: Monday - Thursday (7:00 a.m to 5:00 p.m PST)

Phone: 323-267-2725

Email: ISDVendorRelations@isd.lacounty.gov

LOS ANGELES COUNTY VENDOR REGISTRATION

New Registration

Before you start your registration, please collect the following items:

- ✓ Your taxpayer identification number and certification
- ✓ Your company/organization's main contact name, address, phone, email
- ✓ Your California Sales Tax Permit number, if applicable
- ✓ A list of the types of Products and/or Services your company provides

Please enter a 9-digit EIN or SSN / ITIN / ATIN #:

123456789

Continue

* Please note that the County will verify the Tax Identification Number (TIN) using IRS TIN Matching program for the TIN and the name on the provided Form W-9 (or Form W-8 for foreign vendors) matches the IRS records.



If you need assistance, please contact LA County - ISD Vendor Relations:

Hours: Monday - Thursday (7:00 a.m to 5:00 p.m PST)

Phone: 323-267-2725

Email: ISDVendorRelations@isd.lacounty.gov

LOS ANGELES COUNTY VENDOR REGISTRATION

Step 1 - Vendor Profile

Step 2 - Address/Contact

Step 3 - TIN Request & Certification

Step 4 - Commodity/Service

Step 5 - User Account

> STEP 1 - Enter Vendor Profile

Please enter the company/organization profile information. **Fields with asterisk (*) are required.**

Organization Type*

Individual

TIN Type*

Individual (SSN / ITIN / ATIN)

TIN Number*

123456789

Legal Business Name*

Gerald

R

Plummer

Alias/DBA Name (Optional)

G. Raymond Inc

Non-Profit*

No

1099 Required*

Yes

Number of Employees*

1

Business Type*

Manufacturer

Independently Owned*

Yes

Gross Revenue*

More Than 10,000,000

Click save to complete Step 1.

Save / Next

LOS ANGELES COUNTY VENDOR REGISTRATION

Step 1 - Vendor Profile

Step 2 - Address/Contact

Step 3 - TIN Request & Certification

Step 4 - Commodity/Service

Step 5 - User Account

✓ STEP 1 - Enter Vendor Profile

> STEP 2 - Enter Address & Contact

Payment - Addresses available for use by County to remit payments. **Ordering** - Addresses available for use by County issue purchase orders.

The Payment address that you enter below will also be used for the Ordering address.



ORDERING

Uncheck the box if you'd like to enter the Ordering address separately.

Payment

Please enter the Payment address and the Contact information. **Fields with asterisk (*) are required.**

*Address 1 1100 N Eastern Ave

Address 2

*City Los Angeles

*Country United States of America

*State California

*County LOS ANGELES

*Zip 90063

Zip+4

*CA Tax Status IN STATE

*CA Sales Tax Permit 789456123

*Contact Name Gerald R Plummer

*Phone 323-267-2670

Ext.

Alternate Phone

Ext.

Fax

Ext.

Alternate Fax

Ext.

*Email gplummer@isd.lacounty.gov

Alternate Email

Click save to complete Step 2

Save / Next



USPS Address Validation



The address was validated with error. Error message: Address Not Found!
You may edit your address on the left and validate it again.

Validate Again

Payment Address Provided by Vendor

*Address 1

1100 N Eastern Ave

Address 2

* City

Los Angeles

State

CA

Zip

90063

Zip+4

Payment Address From USPS

*Address 1

*Address 2

*City

*State

*Zip

Zip+4

Apply USPS Address

Skip

> STEP 3 - Enter IRS W-9 Certification

To register as a Los Angeles County vendor you are required to complete the Taxpayer Identification Number and Certification information (IRS Form W-9).

Go to www.irs.gov/FormW9 for instructions and the latest information.

Fields with asterisk (*) are required.

1. Name (as shown on your income tax return)*

Gerald R Plummer

2. Business name/disregarded entity name (Alias Name)

G. Raymond Inc

3. Federal Tax Classification*

Please select a tax classification of the entity/person whose name is entered on line 1 above.

Individual / Sole proprietor / Single-member LI

-- OR --

Limited Liability Company

-- OR --

Other

4. Exemptions (Codes apply only to certain entities, not individuals)

Exempt Payee Code (if any)

Exemption from FATCA reporting (if any)

5. Address* (number, street, and apt. or suite no.)

1100 N Eastern Ave

6. City*

Los Angeles

State*

California

Zip*

90063

Zip+4

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

7. Certification*

Click to certify

Signature*

Date*

12/8/2021

Taxpayer Identification Number (SSN/EIN)*

123456789

Click Save to complete Step 3.

Save / Next



W-9 Requirements & Certification



Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions:

Disregard item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply.

Definition of a U.S. person

For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).



I Attest To The Above Statements

Cancel

> STEP 3 - Enter IRS W-9 Certification

To register as a Los Angeles County vendor you are required to complete the Taxpayer Identification Number and Certification information (IRS Form W-9).

Go to www.irs.gov/FormW9 for instructions and the latest information.

Fields with asterisk (*) are required.

1. Name (as shown on your income tax return)*

Gerald R Plummer

2. Business name/disregarded entity name (Alias Name)

G. Raymond Inc

3. Federal Tax Classification*

Please select a tax classification of the entity/person whose name is entered on line 1 above.

Individual / Sole proprietor / Single-member LI

-- OR --

Limited Liability Company

-- OR --

Other

4. Exemptions (Codes apply only to certain entities, not individuals)

Exempt Payee Code (if any)

Exemption from FATCA reporting (if any)

5. Address* (number, street, and apt. or suite no.)

1100 N Eastern Ave

6. City*

Los Angeles

State*

California

Zip*

90063

Zip+4

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

7. Certification*

Click to certify

Signature*

Date*

12/8/2021

Taxpayer Identification Number (SSN/EIN)*

123456789

Click Save to complete Step 3.

Save / Next



> STEP 1 - Enter Vendor Profile

> STEP 2 - Enter Address & Contact

> STEP 3 - Enter IRS W-9 Certification

> STEP 4 - Search and Add Commodities/Services

This portion of the registration lets you search and add commodities or services to your vendor registration.

Bid notifications that you will be received by email are based on commodities and services you have selected.

Clear

At least one commodity/service must be selected in order to continue.



Showing 1 to 15 of 6884 entries.

	Code	Description
...	005	ABRASIVES
Select	00505	ABRASIVE EQUIPMENT AND TOOLS
Select	00514	ABRASIVES, COATED: CLOTH, FIBER, SANDPAPER, ETC.
Select	00521	ABRASIVES, SANDBLASTING, METAL
Select	00528	ABRASIVES, SANDBLASTING
Select	00542	ABRASIVES, SOLID: WHEELS, STONES, ETC.
Select	00556	ABRASIVES, TUMBLING (WHEEL)
Select	00563	GRINDING AND POLISHING COMPOUNDS: CARBORUNDUM, DIAMOND, ETC. (FOR VALVE GRINDING COMPOUNDS SEE CLASS 075)
Select	00570	PUMICE STONE
Select	00584	STEEL WOOL, ALUMINUM WOOL, AND COPPER WOOL
...	010	ACOUSTICAL TILE, INSULATING MATERIALS, AND SUPPLIES
Select	01005	ACOUSTICAL TILE, ALL TYPES (INCLUDING RECYCLED TYPES)
Select	01008	ACOUSTICAL TILE ACCESSORIES: CHANNELS, GRIDS, MOUNTING HARDWARE, RODS, RUNNERS, SUSPENSION BRACKETS, TEES, WALL ANGLES, AND WIRES
Select	01009	ACOUSTICAL TILE INSULATION
Select	01011	ADHESIVES AND CEMENTS, ACOUSTICAL TILE

Code	Description	
00505	ABRASIVE EQUIPMENT AND TOOLS	 Remove
00521	ABRASIVES, SANDBLASTING, METAL	 Remove
00528	ABRASIVES, SANDBLASTING	 Remove
00542	ABRASIVES, SOLID: WHEELS, STONES, ETC.	 Remove
00556	ABRASIVES, TUMBLING (WHEEL)	 Remove

[Clear](#)

Showing 1 to 15 of 6884 entries.

	005	ABRASIVES
Select	00505	ABRASIVE EQUIPMENT AND TOOLS
Select	00514	ABRASIVES, COATED: CLOTH, FIBER, SANDPAPER, ETC.
Select	00521	ABRASIVES, SANDBLASTING, METAL
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Select	00570	PUMICE STONE
Select	00584	STEEL WOOL, ALUMINUM WOOL, AND COPPER WOOL
	010	ACOUSTICAL TILE, INSULATING MATERIALS, AND SUPPLIES
Select	01005	ACOUSTICAL TILE, ALL TYPES (INCLUDING RECYCLED TYPES)
Select	01008	ACOUSTICAL TILE ACCESSORIES: CHANNELS, GRIDS, MOUNTING HARDWARE, RODS, RUNNERS, SUSPENSION BRACKETS, TEES, WALL ANGLES, AND WIRES
Select	01009	ACOUSTICAL TILE INSULATION
Select	01011	ADHESIVES AND CEMENTS, ACOUSTICAL TILE

Click Save to complete Step 4

[Save / Next](#)



LOS ANGELES COUNTY VENDOR REGISTRATION

Step 1 - Vendor Profile

Step 2 - Address/Contact

Step 3 - TIN Request & Certification

Step 4 - Commodity/Service

Step 5 - User Account

> STEP 1 - Enter Vendor Profile

> STEP 2 - Enter Address & Contact

> STEP 3 - Enter IRS W-9 Certification

> STEP 4 - Search and Add Commodities/Services

> STEP 5 - Create User Account

Please create your user login account information. **Fields with asterisk (*) are required.**

Your Name*

Gerald

Plummer

Your Email*

gplummer@isd.lacounty.gov

UserID* (Between 5 to 20 characters, no spaces and special characters)

employee2021!

Password*

Confirm Password*

Password requirements:

1. Between 8 to 16 characters
2. At least 1 numeric character
3. At least 1 alphabetical character
4. At least 1 special character (!, @, #, \$, %, *)

Click on the registration steps above to expand the panels and review/edit your information.
When completed, click the **Save / Finished** button to submit your vendor registration:

Save / Finished

We've Gone Digital!

- Effective October 1, 2021, the County of Los Angeles went digital for bid submission.
- As a registered vendor, you already receive solicitation notifications digitally via email. You are provided the solicitation number and the link to the OPEN BIDS website. At the website you can review the solicitation and requirements and decide if you will respond.
- Prior to October 1, 2021, you had the option to submit a paper bid. You would have to complete the paperwork, package it, fight LA traffic to deliver to the County Office and submit. Now you simply complete the paperwork electronically and submit via the County Vendor Self Service (VSS) Portal.
- You have already registered as a vendor and now the final step is to set up your VSS account!



LET'S SET UP VSS!

<https://doingbusiness.lacounty.gov/>



ACCELERATING DIGITAL EQUITY

CLICK HERE TO LEARN ABOUT WHAT THE COUNTY IS DOING TO ACCELERATE DIGITAL EQUITY

VENDOR SELF SERVICE

Our Vendor Self Service allows vendors to manage their accounts and much more

REGISTER

OPEN SOLICITATIONS

VENDOR SELF SERVICE

AWARDED CONTRACTS





Welcome to Los Angeles County Vendor Self Service

If you need assistance or have questions regarding accessing or activating VSS, please email our Help Desk at EDL-ePROC_FUNC@isd.lacounty.gov.

If you have questions in regards to your profile, need to update your remit/payment address or Legal Name, you may contact Vendor Relations at ISDVendorRelations@isd.lacounty.gov.

User ID

Password

Login

[Password Reset](#)

Click the Activate button to activate an existing account.

Activate

Public Access

Announcements

[View All Announcements](#)

Browser Compatibility: It is recommended to use the following browser versions when accessing VSS: Edge:92, Chrome:92, Safari:14, Firefox:91

County of Los Angeles vendors can now activate their VSS accounts . . .

Requesting a Vendor Verification Code

Access to VSS begins by activating your account with a vendor verification code that will be provided to you upon your request. To request your VSS vendor verification code online, click here: [VSS Vendor Verification Code Request](#).

Activating your VSS Account

If you already received your vendor verification code, please click the "Activate" button on the lower left to start the activation process.

If you have activated your account and have created your User ID and Password, please login on the upper left.

If you have activated your VSS account and you are unable to access your account, click here: [VSS Account Maintenance Request](#). For Step 1, please ensure the Account Maintenance radio button is selected.

Responsibility of maintaining County of Los Angeles Vendor profiles . . .

To maintain accurate vendor records, the County of Los Angeles would like to remind you of your responsibility to maintain your vendor profile information. The County uses information from your vendor profile to contact you, to send email notifications of posted solicitations, for payment information, etc. Your company information of contact names, email addresses, phone numbers, physical addresses just to name a few, must be current and accurate for the County to provide you with what you may need to work with us. You may update this information via logging into your VSS profile and selecting the "Edit Vendor Information" hyperlink.

We encourage all Registered Vendors and Prospective Vendors to view the [Vendor Help Guide](#) PDF document, you will learn more about how you can access information that will assist your business needs and enable the County to be more responsive to your inquiries.

Vendor Self Service - Key Features

As a Vendor registered with the County of Los Angeles, the Vendor Self-Service (VSS) Portal will provide you with the following features:

Financial Transactions

- Real-time access your purchase orders established with the County.
- Real-time access your future scheduled payments with detail invoice information.
- Real-time access your warrant (check) history with detail invoice information and warrant statuses.
- Ability to enter electronic invoices online for specific categories of purchase orders.

County Solicitations

Search the County's solicitations with multiple search criteria, multiple one click searches, "Quick Views", and the ability to select solicitations to be added to a Watch List (i.e. like my favorites).

Provides comprehensive view of solicitation information including actual line items, as well as the ability to download attachments

Online Responses to County Solicitations

Respond to solicitations online including access to previous solicitation responses.

Access and Maintain your Vendor information

Vendor Information Maintenance

Once logged in to the Vendor Self-Service (VSS) Portal, connect directly to your registration information in the County's Online Vendor Maintenance site (WebVen), to view and maintain your addresses, contacts, and commodity selections.

Maintenance of County Solicitation Standard Terms and Conditions

Maintain an electronic copy of the County's Solicitation Standard Terms and Conditions that can be electronically signed, saved, and included in your response to County solicitations.



County of Los Angeles

Enterprise Helpdesk

VSS Account Activation / Account Maintenance Request

Step 1 - Select Request Type

☒ VSS Account Activation

- Request for Vendor Verification Code

☐ Account Maintenance

- Reset password for existing VSS user account
- Unlock existing VSS user account
- Registered VSS user is no longer with company

Step 2 - Enter Vendor Information Fields with an asterisk (*) are required.

[Clear Fields](#)

* Vendor Code:

* EIN/SSN/ITIN/ATIN #:

Company Name:

* Contact Name:

* Email:

(Vendor verification code will be sent to the above email address)

* Phone:

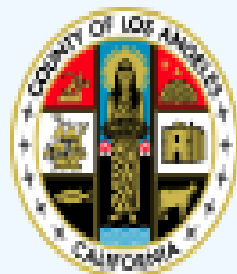
Additional Comments:

Step 3 - Submit Request

Please verify that your information is correct before proceeding.



Your inquiry will be forwarded to the responding group based on the selected category.



County of Los Angeles

Enterprise Helpdesk

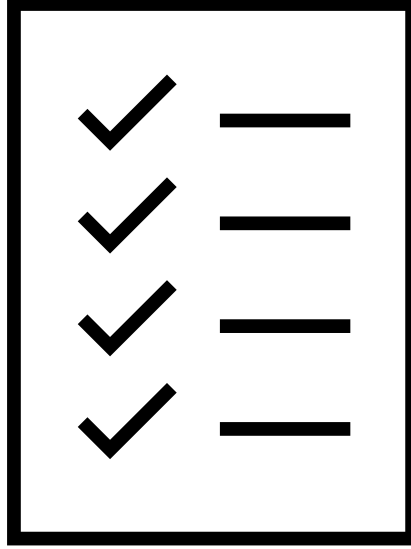
VSS Account Activation / Account Maintenance Request

Thank you for contacting Vendor Self-Service (VSS) help desk. Your request has been submitted and a confirmation email has been sent to the indicated email address. If you do not receive the confirmation email within several minutes, please check your Spam/Junk email folder.

A separate email will be sent to you as soon as your request is processed.

For further assistance, please contact our Internal Services Department (ISD) Vendor Relations at ISDVendorRelations@isd.lacounty.gov; Monday through Friday during the business hours of 8:00 am to 5:00 pm PST.

You may now close this window or go back [Home](#).



LET'S SEARCH FOR SOLICITATIONS!

<https://doingbusiness.lacounty.gov/>

County Websites and Contact Information

“Doing Business with Los Angeles County”

<https://doingbusiness.lacounty.gov/>

Vendor Registration

Register your Business with the County of Los Angeles

<http://camisvr.co.la.ca.us/webven>

Telephone: (323) 267-2725

Email: ISDVendorRelations@isd.lacounty.gov

Open Solicitations

<https://doingbusiness.lacounty.gov/open-solicitations/>



County of Los Angeles Internal Services Department

Purchasing Materials
Management Division



County of Los Angeles
Department of Internal Services
Purchasing/Materials Management Division

THANK YOU

ISDVendorRelations@isd.lacounty.gov



Vendor Feedback



<https://www.surveymonkey.com/r/GrantFundedContractingMa2023>

Contacts

ISDVendorOutreach@isd.lacounty.gov

ISDVendorRelations@isd.lacounty.gov

CEO-ARPcontracts@ceo.lacounty.gov

BusinessRelations@dpw.lacounty.gov

osb@opportunity.lacounty.gov