

## **Process For Clientele to Procure A.R.R.A. Contracts**

### **For City (County, State & National, etc.) Department Contract Procurement:**

Businesses should view each department's website and register their business. Businesses are **strongly suggested** to acquire SBE/MBE/WBE/DVBE certifications if appropriate, or any other certification available depending on the government level availabilities. Many of the departments offer incentive programs to give at least SBE's an edge through bid discounting and/or preferential bidding.

(In order of city to federal government, and subsequently alphabetical – All listed have received A.R.R.A. funds)

### **CITY:**

#### **1) Community Redevelopment Agency:**

- a. General info:  
[http://www.crala.net/internet-site/Jobs\\_Contracting/index.cfm](http://www.crala.net/internet-site/Jobs_Contracting/index.cfm)
- b. Fill out "business profile form" found at:  
[http://www.crala.net/internet-site/Jobs\\_Contracting/doing\\_business.cfm](http://www.crala.net/internet-site/Jobs_Contracting/doing_business.cfm)

#### **2) Housing Authority:**

- a. Procurement opportunities and the vendor application can be found at:  
<http://www.hacla.org/business/>

#### **3) LAWA:**

- a. For business opportunities information:  
[http://www.lawa.org/welcome\\_LAWA.aspx?id=146](http://www.lawa.org/welcome_LAWA.aspx?id=146)

#### **4) Port of Los Angeles:**

- a. General information and all programs offered can be found at:  
[http://www.portoflosangeles.org/idx\\_business.asp](http://www.portoflosangeles.org/idx_business.asp)

#### **5) Public Works:**

- a. General information and "getting started" can be found at:  
[http://dpw.lacounty.gov/PRG/business/Page\\_01.cfm](http://dpw.lacounty.gov/PRG/business/Page_01.cfm)
- b. For Registration, see:  
[http://dpw.lacounty.gov/PRG/business/Page\\_02.cfm](http://dpw.lacounty.gov/PRG/business/Page_02.cfm)

#### **6) L.A. Department of Water and Power: Bids and RFP's**

- a. [www.ladwp.com/ladwp/cms/ladwp000893.jsp](http://www.ladwp.com/ladwp/cms/ladwp000893.jsp)
- b. To register:
  - i. "Bidders may register by E-mail to [purchbids@ladwp.com](mailto:purchbids@ladwp.com) or call the Vendor Liaison Center at (213) 367-2252 with Company's Name, Address, Contact Person, Telephone Number, and the bidding document number(s) you wish to receive."

**COUNTY:****7) Los Angeles County****a. Community Development Commission**i. General Process

information: <http://www.lacdc.org/CDCWebsite/DoingBusiness.aspx>

<http://www.lacdc.org/CDCWebsite/uploadedFiles/CS/BCO%20Postcard%206-17-09.pdf?n=530>

ii. Vendor Registration: <http://www.lacdc.org/cdcwebsite/cs/SolicProfile.aspx>iii. Dept. contact: Elisa Vasquez; PH# (323)890-7417  
email: [elisa.Vasquez@lacdc.org](mailto:elisa.Vasquez@lacdc.org)**b. Community and Senior Services**i. Contracting

information: <http://css.lacounty.gov/Bid/Bid.html#pagetop>

ii. RFP / RFQ listings: <http://css.lacounty.gov/Bid/Bid.html#RFTTable>iii. Dept. contact: Minh-Ha Nguyen; PH# (213)738-2645;  
email: [Aalam@dpw.lacounty.gov](mailto:Aalam@dpw.lacounty.gov)**c. Dept. of Public Social Services**i. Contracting

information: <http://dpss.lacounty.gov/dpss/contracts/default.cfm>

ii. Dept. contact: Anita Keyes-Spencer; PH# (562)908-3569; email:  
[anitakeyesspencer@dpss.lacounty.gov](mailto:anitakeyesspencer@dpss.lacounty.gov)**d. Dept of Public Works**i. Consultants – construction/architectural/engineering/other1. Consultant registration:

<http://dpw.lacounty.gov/aed/crs/>

## ii. Dept. contact: Amir Alam; PH# (626)458-3912

**e. Small Businesses**

## i. General info can be found at:

<http://laosb.org/>

<http://oaac.co.la.ca.us/contract/sbemain.html>

**f. Vendors**

## i. General info can be found at:

[http://doingbusiness.lacounty.gov/main\\_db.htm](http://doingbusiness.lacounty.gov/main_db.htm)

ii. Vendor registration:

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

**STATE:****8) CA American Recovery Act Funds:**

- a. Find Federal Recovery Act-Funded Contracts:  
<http://www.pd.dgs.ca.gov/stimulusrecoveryinformation.htm>
- b. Register at: <http://recovery.ca.gov/HTML/HowDoI/bidforacontract.shtml>  
and...
  - i. Click the "e-procurement bid system" link and register if necessary (free registration is offered).

**9) Caltrans: Division of Procurement and Contracts**

- a. General information: <http://caltrans-opac.ca.gov>
  - i. SEE: "Contract process" for questions: <http://caltrans-opac.ca.gov/doc/ServiceContractProcess2007.doc>
- b. For SBE/DBE program: [http://www.dot.ca.gov/hq/bep/documents/Outreach\\_Events\\_Calendar.htm](http://www.dot.ca.gov/hq/bep/documents/Outreach_Events_Calendar.htm)
- c. Purchasing department: <http://caltrans-opac.ca.gov/purch.htm>
- d. "Interest Registry" for emergency help – Fill out the form at: <http://www.dot.ca.gov/contractor/>

**10) Department of General Services:**

- a. [www.pd.dgs.ca.gov](http://www.pd.dgs.ca.gov)
- b. To register with DGS's e-procurement system, bidding opportunities, SBE/DVBE services visit:  
<http://www.eprocure.dgs.ca.gov/default.htm>
- c. Search for CA open bids:  
[http://www.bidsync.com/DPX?ac=powersearch&srchoid\\_override=307818](http://www.bidsync.com/DPX?ac=powersearch&srchoid_override=307818)
- d. SBE/DVBE information:  
<http://www.pd.dgs.ca.gov/smbus/default.htm>

**FEDERAL:****11) American Recovery Act Funds:**

- a. Home Page:  
<http://www.fbo.gov/>
- b. For those new to FedBizOpps
- c. <https://www.fbo.gov/?&s=getstart&mode=list&tab=list&tabmode=list>
- d. Register in Federal Government Central Contractor Registration:  
[www.ccr.gov](http://www.ccr.gov)

**12) Department of Defense:**

- a. Go to: [www.defenselink.mil/recovery](http://www.defenselink.mil/recovery)
  - i. SEE: First sub-heading – "DoD Contracting Opportunities"
  - ii. 3 bullet points below provide necessary links and instructions
    - 1. How-to videos are available at:

<https://www.fbo.gov/index?s=getstart&mode=list&tab=list>

- 13) General Services Administration:**
- a. Main site for links:  
[http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentType=GSA\\_OV&ERVIEW&contentId=25437](http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentType=GSA_OV&ERVIEW&contentId=25437)
- 14) U.S. Department of Veterans' Affairs:** Business partnership opportunities.
- a. General information: <http://www.va.gov/partners/buspart/index.htm>
    - i. Information on doing business:  
<http://www1.va.gov/oamm/oa/dbwva/index.cfm>
    - ii. Search for VA specific bid opportunities:  
<https://www.fbo.gov/index?s=agency&mode=form&tab=notices&id=6e8d2e2e8eef856f8905b0b163163f08>

**OTHER:**

- 15) Amtrak:** Procurement: Construction and Non-construction.
- a. <http://procurement.amtrak.com/>
    - i. SBE/DBE information and opportunities:
    - ii. <http://procurement.amtrak.com/dbe-goals>
      - 1. Register at: <http://procurement.amtrak.com/Business-Profile-Form.DOC>
        - a. Bottom of the form contains email and fax info.
- 16) Skidrow Housing Trust:** New Genesis and New Carver Apartments
- a. State Treasurer's office:
    - i. Approved under Tax Credit Assistance Program
    - ii. Contact at: <http://skidrow.org/cu.html>  
**Phone** (213) 683-0522, x111  
**Fax** (213) 683-0781  
 Ask for management

**For School District contract procurement:**

Businesses have to contact individual districts. Businesses are **strongly suggested** to acquire SBE/MBE/WBE certifications if appropriate. Many of the departments offer incentive programs to give at least SBE's an edge through bid discounting and/or preferential bidding. First, contact:

- 1) Department of business operations/Vendors/Purchasing, then...**
- a. Maneuver through each individual district's process to procure contracts:
    - i. **SEE: School district contact list for more information.**

- ii. Contractors/Vendors
  1. Registration (online) and bid process
  2. Make contact with school district requesting to be added to the certified bidders/vendors list

**2) EXAMPLE: LAUSD** (other districts are more compact)

- a. For vendors visit:
  - i. <http://psg.LAUSD.net/vendors/>
  - ii. Click "Register Now" link if not registered: <http://psg.lausd.net/Vendors/VendorRegistration.aspx>
    1. Once registered, email notifications will be sent to you as new procurement information is released.
  - iii. SEE: Left Panel of links for:
    1. Current, upcoming, and previous IFB's and RFP's
    2. Vendor Forms
    3. Accounts Payable Procedure
- b. For facilities procurements (construction/renovation)
  - i. SEE: [www.laschools.org/employee/fcs](http://www.laschools.org/employee/fcs)
- c. For small businesses, LAUSD's Small Business Outreach program:
  - i. [www.laschools.org/contractor/sbop](http://www.laschools.org/contractor/sbop)
  - ii. Veronica Soto /
- d. For LAUSD architecture and engineering opportunities:
  - i. [www.laschools.org/contractor/a&e](http://www.laschools.org/contractor/a&e)

**CONCLUSION/S:**

Businesses wishing to do business with school districts have to make contact with the district itself, primarily online. Some districts explained they fulfill their GFE requirements by posting/advertising their projects that will be open for bidding in "minority publications," but could not explain specifics. Others said they advertised in trade journals and newspapers as they're primary means of notifying the community of new projects up for bid.

It would be helpful for the City to know what businesses are currently obtaining contracts with school districts, and whom the prime contractors sub-contract out to.

**NOTE:**

Charter schools seem to be able to choose whatever administrative setup they choose, or it is based on the parent charter organization's format. However, the district that authorized the charter oversees them.

Some contact information was obtained/derived from LAUSD and can be found at: [http://www.lacoe.edu/includes/templates/document\\_frame.cfm?toURL=documents&id=7396](http://www.lacoe.edu/includes/templates/document_frame.cfm?toURL=documents&id=7396)