

Frequently Asked Questions about the Small & Local Business (SLB) Program

1. What are the benefits of being certified as a SLB with the City of Los Angeles?

Answer: Firms certified as a Small and Local Business with the City of Los Angeles are given a 10% preference applied to competitively bid contracts of \$100,000 or less. The preference is determined by taking 10% of the lowest bid that is proposed by a non-certified SLB firm, and subtracting that amount from the bid of the SLB certified firm. If, after the preference, the SLB's bid is less than or equal to the lowest non-certified firm's bid, the SLB will be awarded the contract.

2. What qualifications are required to be certified as a SLB?

Answer:

- Firm's principal office must be located within the County of Los Angeles.
- Firm must have a current City of Los Angeles Business Tax Registration Certificate. (For information, visit www.lacity.org/finance)
- Gross Receipts of the firm, including affiliates, must total less than \$3 Million for the previous fiscal year.
- Firm's application must be submitted to the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance, Centralized Certification Section no later than five (5) calendar days prior to the bid or proposal deadline and be approved prior to the bid due date. The SLB Application Form can be found at the following weblink: <https://bca.lacity.org/Uploads/cca/SLBApplication.pdf>

3. How long is the certification valid?

Answer: An SLB certification is valid for two (2) years.