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COUNTY OF LOS ANGELES
OFFICE OF
AFFIRMATIVE ACTION COMPLIANCE

Local Small Business Enterprise Preference Program



"To Enrich Lives through Effective and Caring Service"

What is the Local Small Business Enterprise Preference Program (Local SBE)?

The County of Los Angeles Board of Supervisors established a Local SBE Program to enhance the purchasing and contracting opportunities of small businesses. This program is designed to ensure that a fair portion of County contracts and subcontracts are awarded to local small business enterprises which are located within the County of Los Angeles. The Office of Affirmative Action Compliance (OAAC) was made responsible for providing a centralized "One-Stop" certification process for those businesses eligible to participate in the County's Local SBE Program. You may find further information about the Local SBE Program on the OAAC's website at <http://oaac.co.la.ca.us/SBEMain.shtml>.

What is a Local SBE?

The County identifies a Local SBE as a business:

- Certified as a "Small Business Enterprise" (SBE) by the State of California Department of General Services Office of Small Business and DVBE Certification (OSDC); **and**
- Whose principal office is currently located and has been located in Los Angeles County for at least the past 12 months; **and**
- Certified by the Office of Affirmative Action Compliance (OAAC) as a Local SBE.

What are the benefits of Local SBE certification?

Qualified Local SBEs may be entitled to a five percent (5%) bid price reduction "credit" or "preference" during the evaluation process when bidding for goods and services in response to solicitations (e.g., purchases, Invitation for Bids, Requests for Proposals, etc.). The actual "preference" is calculated on the cost/price component of the lowest most responsible and responsive bid amount. (The "preference" in the scoring of solicitations that include a price component in the selection process may differ depending on the type of solicitation.) In all cases, the Local SBE "preference" will not exceed fifty thousand dollars (\$50,000) for any one bid/proposal.

The five percent (5%) preference is used only to determine the winning bidder or proposer and does not change the bid amount of the contract award. Purchases not eligible for the Local SBE preference are national contracts, revolving fund (petty cash) purchases, purchase card purchases, non-agreement purchases of less than \$5,000 and any contracts funded by the federal government where there are conflicting requirements for minority or women-owned business participation.

Who is eligible to participate in the County's Local SBE Program?

Prior to applying for the County's Local SBE Program, a business must obtain certification by the State of California (State) as a small business enterprise (SBE). The County's Local SBE Program is modeled after the State's small business preference program and utilizes the State's SBE status as a prerequisite for the County's certification as a Local SBE. Please refer to "What is a Local SBE?"

For additional information about the Local SBE, please visit the OAAC's website at <http://oaac.co.la.ca.us/SBEMain.shtml>.

Information about the State's small business certification is available on the California Department of General Services *Office of Small Business Certification and DVBE Certification (OSDC)* website at <http://www.pd.dgs.ca.gov/smbus/default.htm> or you may call the OSDC at (800)-559-5529 or (916)-375-4940 for the most current requirements/information.

What is the certification process and how do I apply for local certification?

First obtain certification from the State of California OSDC as a SBE, then visit the County's online Vendor Registration Website at <http://camisvr.co.la.ca.us/webven> or you may call the Internal Services Department at (323) 267-2725 to register or the OAAC (877) 669-2237 to update your business as a "Local Small Business."