



**PROVISIONALLY QUALIFIED LOCAL BUSINESS  
AFFIDAVIT OF ELIGIBILITY**

Name of Firm \_\_\_\_\_ BAVN Company ID # \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

I declare that \_\_\_\_\_ (Firm's Name)

1. Has a proposed contract with the City of Los Angeles valued at no less than One Million Dollars (\$1,000,000) and has a term of no less than three (3) years;
2. Can demonstrate it is a party to an enforceable, contractual right to occupy a commercial space within the County and its occupancy will commence no later than 60 days after the date on which the Contract with the City is executed by submitting to the City a copy of a lease, deed or other sufficient evidence;
3. Can demonstrate, before it is scheduled to begin performance under a contract with the City, proof of ability to satisfy one of the following requirements by submitting to the City a business plan or other evidence deemed sufficient by the Designated Administrative Agency:
  - a) at least 50 of its full-time employees perform work within the boundaries of the County at least 60 percent of their total regular hours worked on an annual basis; or
  - b) at least half of its full-time employees work within the boundaries of the County at a minimum of 60 percent of their total regular hours worked on an annual basis;
  - c) it is headquartered in the County. "Headquartered" means that the business physically conducts and manages all of its operations from a location in the County.

I declare under penalty of perjury that the foregoing is true and correct.<sup>1</sup>

Signature \_\_\_\_\_ Title \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Certified Provisionally Qualified Local Businesses (PQLB) will receive an 8% preference credit to its proposals, as long as the proposed contract between the business and the City involves consideration valued at no less than \$1,000,000.00, has a term of no less than three (3) years, and the firm is able to prove that it is taking imminent steps to become a Local Business (LBE). Preferences awarded for services shall be applied only if the services are provided directly by the PQLB using employees whose exclusive, primary working location is in Los Angeles County. Preferences awarded for equipment, goods or materials shall be applied only if the PQLB substantially acts as the supplier or dealer, or substantially designs, manufactures or assembles the equipment, goods or materials at a business location in Los Angeles County. The maximum bid or proposal preference shall not exceed One Million Dollars (\$1,000,000) for any Bid or Proposal.

To remain certified and maintain the preference, a PQLB must become a LBE within 60 days after the date on which the Contract with the City is awarded. As a LBE under the program, a firm must continue to meet the City's LBE Preference Ordinance #181910 certification criteria and complete an Affidavit of Eligibility every two (2) years. If a firm receives the PQLB preference and fails to follow through and become an LBE, they will be prohibited from receiving PQLB status in the future. We continue to reserve the right to re-evaluate your certification eligibility anytime it is deemed necessary.

**<sup>1</sup> Knowingly and willfully providing false information is a violation of the City Ordinance #181910 and could subject you to fines, contract termination or debarment from transacting business with the City. Business owners claiming eligibility to the Local Business Preference Program criteria must sign this affidavit.**