



INTER OFFICE MEMORANDUM

TO: David Ng,
Civil Engineer

FROM: Shelley Darensburg, *SD*
Contract Compliance Supervisor

PREPARED BY: Sophany Hang, *S. Hang*
Contract Compliance Officer

SUBJECT: Availability Analysis for
Sanitary Sewer Root Foaming
Project No. 1006860

DATE: May 15, 2023

Per your request an availability analysis of our database of certified local and small local firms was performed.

Under the current Local and Small Local Business Enterprise (L/SLBE) Program (see page 7), the awarding authority may request an availability analysis if there is reason to believe that the availability of certified firms will not be sufficient to satisfy the 50% L/SLBE minimum requirement.

Below is the scope of services for this project:

The proposed work consists, in general, consists of applying a chemical root control agent (root foam) to sanitary sewer pipelines ranging in size from 6" diameter to 16" diameter.

In order to determine the availability of the City's certified firms; Contract Compliance researched the certification database utilizing NAICS codes 221320 – Sewage Treatment Facilities.

There was zero (0) certified firm with the above NAICS codes.

The L/SLBE Program requires that there be at least three (3) certified firms listed in the industry, trade or professional that constitutes a major category of work. If at least three L/SLBEs are not certified, then the requirement is either waived, or the 50% requirement may be set at a percentage from 50 % to 0%, but not less than 20% if at least one L/SLBE is certified and available.

Based on the above, the L/SLBE minimum participation requirement is set at 0%.

Should you have questions or need additional information, please contact Sophany Hang, Contract Compliance Officer at ext. 3723.