



INTER OFFICE MEMORANDUM

TO: David Ng,
Civil Engineer

FROM: Deborah Barnes, Director,
Contracts & Compliance

THROUGH: Shelley Darensburg,
Sr. Contract Compliance Officer

PREPARED BY: Sophany Hang,
Contract Compliance Officer

SUBJECT: Availability Analysis for
Sanitary Sewer Root Foaming
FY 2019-22
Project No. 1000835

DATE: February 28, 2020

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:

Contractor will apply chemical root control agent (root foam) to sanitary sewer pipelines ranging in size from 6" diameter to 16" diameter located within the City streets and backyard easements

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

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 (3) L/SLBE firms are not certified, then the requirement is either waived, or the 50% requirement may be set from 49% to 0%.

Based on the above, the L/SLBE minimum participation requirement is waived.

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