



# BUSINESS ENTERPRISE COMPLIANCE PRIME CONTRACTOR INFORMATION FORM

Los Angeles World Airport (LAWA) policies establish minimum participation levels for various Business Enterprise including Small Business Enterprise (SBE), Local Business Enterprise (LBE), Local Small Business Enterprise (LSBE) and Disabled Veterans Business Enterprise (DVBE) firms on all LAWA contracts. LAWA is using a contract compliance system (B2GNow) to monitor and report the utilization of certified firms on all contracts and to track the payment cycles between prime contractor to subcontractor, and subcontractor to suppliers and lower tier subcontractors. All businesses performing project work or providing materials and/or services are required to submit monthly utilization information. This form serves to assist in the collection of business contact and contract information that will be required for data entry into the compliance system (B2GNow).

**See Instructions at bottom. All data fields with an \* are required entry.**

## COMPANY INFORMATION

BUSINESS NAME\*: \_\_\_\_\_

DBA NAME: \_\_\_\_\_

FEDERAL TAX ID NUMBER\*: \_\_\_\_\_ DUNS NUMBER: \_\_\_\_\_

COMPANY TYPE\*: \_\_\_\_\_ LAWA CONTRACT NUMBER\*: \_\_\_\_\_

COMPANY OWNERSHIP: RACE/ETHNICITY \_\_\_\_\_ GENDER: \_\_\_\_\_

WORK CODES: (Include all applicable NAICS codes) \_\_\_\_\_

## COMPANY CONTACT INFORMATION

COMPANY ADDRESS\*: \_\_\_\_\_

CITY\*: \_\_\_\_\_ STATE\*: \_\_\_\_\_ ZIP CODE\*: \_\_\_\_\_

COUNTY\*: \_\_\_\_\_ COUNTRY\*: \_\_\_\_\_

COMPANY EMAIL\*: \_\_\_\_\_ OWNER\*: \_\_\_\_\_  
(IF APPLICABLE)

COMPANY WEBSITE ADDRESS: \_\_\_\_\_ MAIN PHONE #\*: \_\_\_\_\_

## COMPANY STAFF CONTACT INFORMATION

### *Project Manager*

NAME\*: \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE\*: \_\_\_\_\_ Ext. \_\_\_\_\_ FAX\*: \_\_\_\_\_ EMAIL\*: \_\_\_\_\_

### *Compliance/Accounting*

NAME\*: \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE\*: \_\_\_\_\_ Ext. \_\_\_\_\_ FAX\*: \_\_\_\_\_ EMAIL\*: \_\_\_\_\_

**VENDOR CERTIFICATIONS** (Email copy (ies) to LAWA Compliance Contact)

- Disabled Veteran Business Enterprise (DVBE)    Agency: \_\_\_\_\_ EXP: \_\_\_\_\_
- Disadvantaged Business Enterprise (DBE)    Agency: \_\_\_\_\_ EXP: \_\_\_\_\_
- Local Business Enterprise (LBE)    Agency: \_\_\_\_\_ EXP: \_\_\_\_\_
- Local Small Business Enterprise (LSBE)    Agency: \_\_\_\_\_ EXP: \_\_\_\_\_
- Minority Business Enterprise (MBE)    Agency: \_\_\_\_\_ EXP: \_\_\_\_\_
- Small Business Enterprise (SBE)    Agency: \_\_\_\_\_ EXP: \_\_\_\_\_
- Woman-Owned Business Enterprise (WBE)    Agency: \_\_\_\_\_ EXP: \_\_\_\_\_

**COMMENTS:**

**INSTRUCTIONS**

- 1) All Prime Contractors are to complete this form and submit to the LAWA Compliance Officer assigned to project/contract.
- 2) Certified businesses should attach business enterprise certification letters from certifying public agencies to this form and submit them to the LAWA Compliance Officer.