



COUNTY OF LOS ANGELES

Small Business Commission

BOARD OF SUPERVISORS

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger

PROCUREMENT & RECIPROCITY COMMITTEE MINUTES

Friday, November 8, 2019

9:00 a.m. – 10:00 a.m.

East Los Angeles Service Center
Conference Room 114
133 North Sunol Drive
Los Angeles, CA 90063

Item 1: Call to Order

Chair Williams called the meeting to order at 09:07 a.m.

Item 2: Roll Call and Confirmation of Quorum

Roll call was taken and the quorum requirement was met.

Present: Anthony Williams, Diane Araujo, Kerry Doi, Angela Gibson, Todd Flora, Tyrone Hampton,
Absent: Gene Hale, Sharon Brown, Cindy Allen,
DCBA Staff: Francisco Mendez, Fernando Nieto
Public: None

Item 3: Approval of Procurement and Reciprocity Committee Minutes for August 9, 2019.

Commissioner Doi moved to approve the minutes of the August 9, 2019, Small Business Procurement and Reciprocity Committee meeting. The motion was seconded by Commissioner Araujo. Motion was approved with Commissioner Flora abstaining from the motion.

Item 4: Internal Services Department (ISD) – Simplified Acquisition Program (SAP)

Michael Owh, General Manager of Purchasing and Contract Services for ISD, provided updates on the procurement process, which includes the launch of the redesigned “Doing Business with LA County” website, a new and simplified version of the vendor registration portal and information on the Simplified Acquisition Program was given.

Item 5: AVISARE Demonstration

Christian Calabria, Director of Marketing for AVISARE, gave a demonstration and walkthrough on AVISARE, a procurement platform that connects agencies to businesses. The platform will ultimately simplify the application and contracting process for interested businesses and streamline acquisitions for Los Angeles County.

Item 6: Office of Small Business Update (OSB)

Due to time constraints, the OSB update was moved to the Executive Committee meeting taking place immediately after the Procurement and Reciprocity meeting.

Item 5: Future Agenda Items

- Future information on the incremental SAP increases

Item 6: Public Comment

None

Item 7: Adjournment

Commissioner Doi moved to adjourn the Small Business Procurement and Reciprocity Committee meeting. Commissioner Hampton seconded the motion. The meeting was adjourned at 10:10 a.m.