



# Opportunity Forms Guide

February 2024

This guide will show you how to access and complete required forms for City of Los Angeles contracting opportunities on RAMP:

## Step 1: Log in to RAMP

1. Login or Register with your Angeleno Account



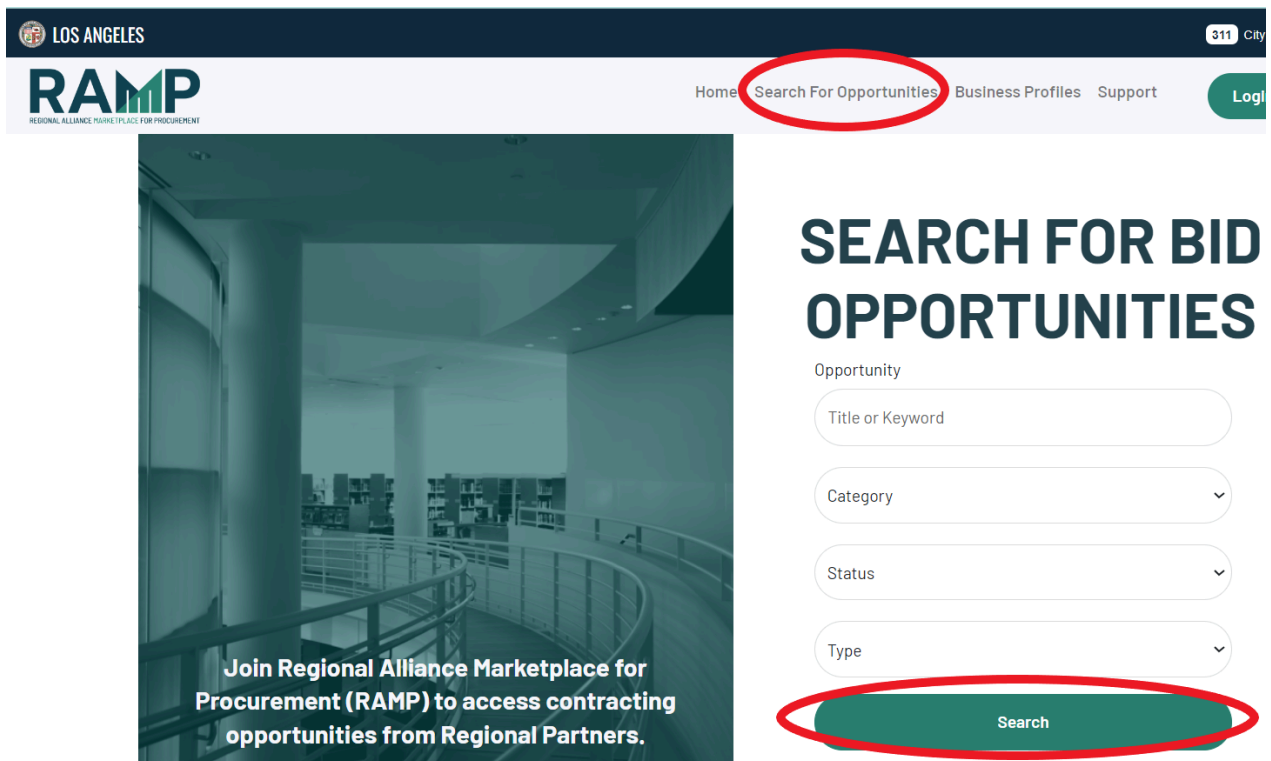
2. Click on the APPS & SITES Menu button.



Scroll through the Angeleno Apps and click on the RAMP tile. You will automatically be logged in.

## Step 2: Search for Opportunities

1. To search for opportunities, you can either click the Search for Opportunities link in the menu bar, use the Search fields on the home page, or browse through the Featured Opportunities on the home page:



The screenshot shows the RAMP website interface. At the top, there is a dark blue header with the "LOS ANGELES" logo on the left and "311 City" on the right. Below this is a white navigation bar with the RAMP logo on the left and the following menu items: "Home", "Search For Opportunities" (circled in red), "Business Profiles", "Support", and a green "Log In" button. The main content area is split into two columns. The left column features a large image of a modern building interior with a curved walkway and a glass railing. Overlaid on the bottom of this image is the text: "Join Regional Alliance Marketplace for Procurement (RAMP) to access contracting opportunities from Regional Partners." The right column is titled "SEARCH FOR BID OPPORTUNITIES" in large, bold, dark blue letters. Below the title, the word "Opportunity" is displayed. There are four search filters, each in a white rounded rectangle with a dropdown arrow: "Title or Keyword", "Category", "Status", and "Type". At the bottom of these filters is a prominent green "Search" button, which is also circled in red.

## FEATURED OPPORTUNITIES

Here are the most recently posted opportunities with the City of Los Angeles

	Name	Organization	Post Date	Due Date
1	<a href="#">Aviator Helmet and Bag</a>	Information Technology Agency	01/10/22, 12:00 PM	12/14/2022
2	<a href="#">Test - Sub Tab Req Warning</a>	Information Technology Agency	11/29/21, 12:00 PM	02/15/2022
3	<a href="#">Test - Testing Opp Detail Date Time Zones</a>	Building and Safety	11/09/21, 12:00 PM	01/15/2022
4	<a href="#">BIP Dates Test 2</a>	Information Technology Agency	10/28/21, 12:00 PM	04/30/2022

### Step 3: Download Opportunity Electronic Forms

2. Click the name of an opportunity to go to the main page for that opportunity, then scroll down and click on the Find Opportunity Electronic Forms link:

[Back to search](#) | Home > Opportunity Search > Aviator Helmet and Bag

## AVIATOR HELMET AND BAG

Status	Contact
Stage Amended	Organiz City of L
Posted 1/10/2022	Departm Informa
Outreach Due 11/30/2022, 12:00 AM PST**	Name Oscar O
Bid Due 12/14/2022, 02:00 PM PST	Email osca
Summary Due 12/15/2022, 04:30 PM PST	Phone <b>(213) 67</b>
Partner No	

[Summary](#) [Prime Contractors](#) [Subcontractors](#) [Contacted](#)

Opportunity ID 200095	Organization Information Technology Agency
Category Construction	Bid Method Whole Item
Description orem ipsum dolor sit amet, consectetur adipiscing elit. Sed vulputate tellus non lorem consequat gravida. M vel hendrerit quam. Vivamus lobortis aliquet lacinia. Nunc ipsum augue, rhoncus eu turpis eu, tincidunt conq a porta diam leo sed ipsum. Nullam varius ullamcorper arcu nec lacinia. Nullam sodales laoreet cursus. Nulla hendrerit, cursus dapibus metus efficitur. Fusce id porta nunc. Donec ut eleifend elit.	
Links <a href="#">Opportunity Forms</a> <a href="#">Find Opportunity Forms</a>	

3. A list of available electronic forms will be displayed. Click the link for the desired form (in this example, Bid Bond) to access the fillable PDF:

## SEARCH FOR FORMS AND DOCUMENTS

Contractors can use the following electronic forms. Check Bid Package for requirements.

Note: A PDF reader such as Adobe Acrobat Reader or a browser capable of reading PDFs such as Chrome, Firefox, or Edge is required to electronically fill out forms. Adobe Acrobat Reader is required to digitally sign forms. Field entries will not be saved to LABAVN; forms will need to be saved on your computer.

Search for forms..

- [Bidder Certification CEC Form 50](#)
- [Bid Bond](#)
- [Signature Sheet and Affidavit](#)
- [List of Subcontractors](#)
- [Iran Contracting Act](#)
- [Liner Installer's Minimum Qualifications](#)
- [Federally Assisted Projects EEO](#)
- [Prohibited Contributors CEC Form 55](#)
- [CRO Construction Questionnaire](#)
- [Pledge of Compliance with CRO](#)

Bid\_Bond\_DYNAMIC.pdf 1 / 1 100%

**City of Los Angeles  
BID BOND**

AWARDING DEPARTMENT	PROJECT TITLE	WORK ORDER NUMBER
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(Not Necessary when certified check or cashier's check accompanies bid)

We, the principal and undersigned Surety, acknowledge ourselves jointly and severally bound to the City of Los Angeles, for an amount not less than ten percent (10%) of the said Department if the proposal shall be accepted and the proposed contract awarded to the principal shall fail to execute the contract within the time specified by the general instructions I furnish the required faithful performance and labor and material bonds, within the time specified that bid errors shall not constitute a defense to forfeiture, except as provided by the State of California Contracting Code Sections 5101 through 5105, or as they may be amended.

WITNESS our hands this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

BY: PRINT NAME OF OWNER OR PRESIDENT OF CORPORATION/COMPANY	PRINT SURETY'S NAME
1. SIGNATURE	SURETY MAILING ADDRESS (LINE 1)
TITLE	MAILING ADDRESS (LINE 2)

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