RAMP

REGIONAL ALLIANCE MARKETPLACE FOR PROCUREMENT

# New Account Registration

2-18-2022

The Regional Alliance Marketplace for Procurement (RAMP) is a free service provided by the City of Los Angeles as a replacement for the previous Los Angeles Business Assistance Virtual Network (LABAVN).

Registering on RAMP allows you to view and download information about all contractual opportunities offered by the City of Los Angeles in one convenient location as well as find up-to-date certified subcontractors to complement your project bid. Our goal is to have your business grow in the City of Los Angeles.

If you had registered for LABAVN previously, your information will be automatically transferred over to RAMP. If you have not registered yet, please follow the steps below to sign up for a free account on RAMP.
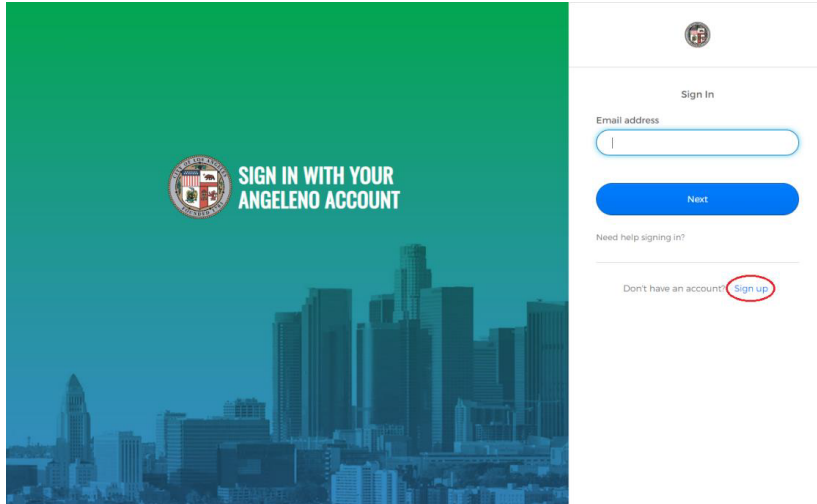
Go to http://www.rampla.org

Click on the "Login" link at the top right
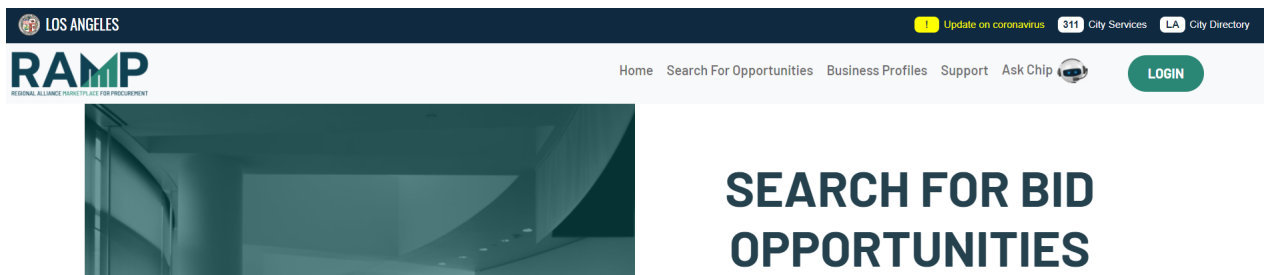
Create an Angeleno Account

To login to RAMP, you must first create an Angeleno Account if you have not already done so. Click on the "Sign Up" link to start the process:


NOTE: If you are a returning user who previously created an account on LABAVN before the implementation of Angeleno Account, please use the same email address you used to create that account to create your new Angeleno Account so that you will be linked to the correct account.

- Enter the requested information:
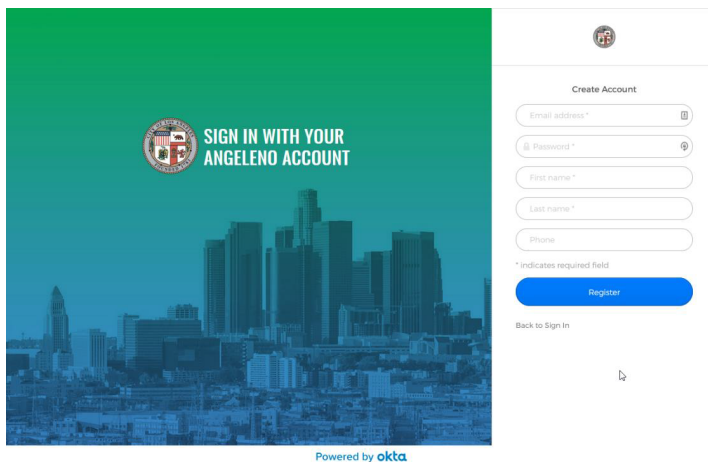
1. Enter an email address and create a password (required)

2. Enter your first and last name (required)

3. Enter your phone number

4. Click the "Register" button

- Verify your email address to activate your Angeleno Account:
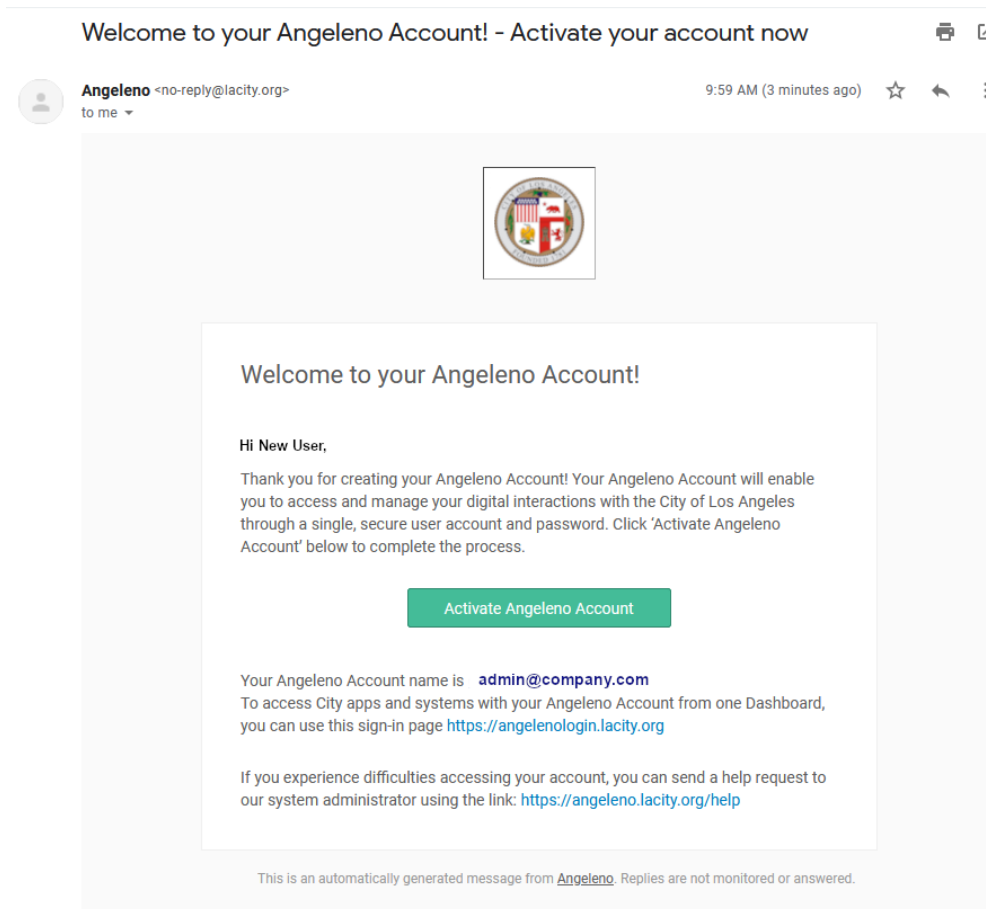
1. You will receive a verification email at the email address you entered in the previous step. Please click on the "Activate Angeleno Account" link.

2. After this is complete, go to http://www.rampla.org and click on the "Login" link again. You will now be able to use the Angeleno Account you just created to login to RAMP. You may have to refresh the page.

Verify that your company does not already exist on RAMP (if you are not a sole proprietor)

Hi New User

You currently do not have a LABAVN account. If you would like to register please check first if your company is already registered by entering the information below

CHECK FOR AN EXISTING COMPANY ACCOUNT

* Company Name

| Company Name |

* Sole Proprietor

| No | ▲▼ |

* Located

| Select location | ▲▼ |

* Tax ID

| Tax ID |

Search

1. Enter Company name

2. Select "No" under Sole Proprietor

3. Select Company location

4. Enter Company Tax Id

5. Click the "Search" button

Add User Information

1. Verify your user information

2. Click the "Next" button

Enter your Company Information

① ENTER USER INFORMATION ② COMPANY INFORMATION ③ SELECT NAICS CODES ④ ADD CERTIFICATIONS ⑤ CONFIRM INFORMATION
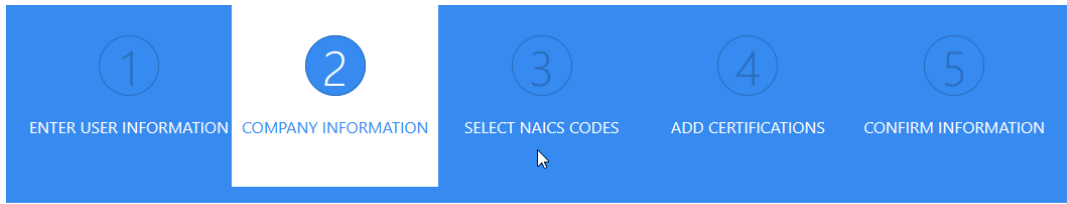
COMPANY REGISTRATION

Please enter your company's information. Fields marked with a * are required.

* Company Name
New Company

* Address 1
Address 1

Address 2
Address 2

* City
City

* State
Alabama

* Zip
Zip

* Country
United States

* Phone
Phone

Description
Description

Great, now let's gather some company info.

* Contractor
Prime

Non-Profit
No

Sole Proprietor
Yes

The Office of Finance issues BTRC (Business Tax Registration Certificate) numbers to legally registered companies in Los Angeles.

BTRC Number
BTRC Number

Tax ID
Not Required

Previous   Next

1. Enter Company Address (Address 1/Address2, City, State, ZIP)

2. Enter Company Phone

3. Enter Company Description (Optional)

4. Choose Registration type: Prime, Prime-Sub or Subcontractor

5. Enter BTRC number if appropriate

6. Click the "Next" button

Select your Company's NAICS Code(s)

You may visit the Census website (https://www.census.gov/eos/www/naics/) to confirm the North American Industry Classification System (NAICS) code(s) that are a best match to your Company's activities before continuing with the steps below.

1. Click on the Activity that matches your Company:

2. Drill down the NAICS tree by clicking the sub-menus until you reach a 5 or 6 digit code matching your company's activities:

3. Check the box next to the code(s) you want to select

4. Repeat steps 1 and 2 to add additional codes

5. Click the "Next" button

Select Company Certification(s)
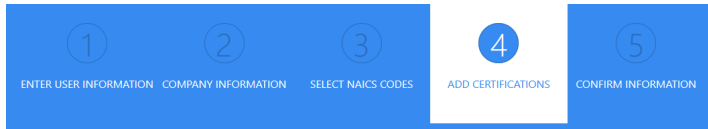
1. If applicable, click on the Certification you would like to apply for, select a Certifying Agency, and enter a certification number. Click the"Next" button to continue.

Verify Company and User Information

OVERVIEW

COMPANY INFORMATION

COMPANY:	New Company
ADDRESS:	500 Main St Los Angeles CA United States
PHONE:	555-555-5555
REGISTER AS A:	Prime & Sub
NON-PROFIT:	No
SOLE PROPIETOR:	Yes
BTRC:	
TAX ID:	

USER INFORMATION

NAME:	New User
EMAIL:	admin@company.com
TITLE:	General Manager

NAICS CODES

236116	New Multifamily Housing Construction (except Operative Builders)

CERTIFICATIONS

DBE: DISADVANTAGED BUSINESS ENTERPRISE	123456

Previous   **Submit**

1. Verify your Company Information, User Information, NAICS Codes, and Company Certifications. If changes are needed for any of these sections, click the "Previous" button

Submit registration

1. Click the "Submit Registration" button. You will be taken to a thank you screen:

Thank you for registering.

Please click here to go home.

Your registration is now complete. Click the "Please click here to go home" link on the thank you screen to activate your account.

Please contact support@rampla.org if you have any questions or concerns.