



10/24/2013

Arlene Chaves
Chaves & Associates
289 Park Street
San Leandro, California 94577

Re: Port of Oakland Certification #3975-13

Dear Arlene Chaves:

I am pleased to notify you that the Port of Oakland has certified your firm as an **LIA (Local Impact Area) / SBE (Small Business Enterprise)** operating in the City of San Leandro. Please note that your certification expires on 11/30/2015. You may renew your certification online three (3) months prior to the expiration date by logging into the Port of Oakland Certification Application at <http://www.portofoakland.com/srd/>. At any time you may also update your Company Profile and Contact Information as well as download your letter of certification on the online website.

If you have a change in business location you are required to notify our office immediately. Failure to do so may result in decertification.

Your company profile and business contact information will be included in the Port Certification Database. A wide range of businesses, such as community based organizations, variety of vendors and construction contractors are listed. The database also includes a listing of professional consulting services and a host of other important information to assist you with your outreach process including offering your business free advertisement. You may search the Business Database/Certification at <http://www.portofoakland.com/srd/> for a listing of certified businesses. Projects are listed on the Port's website at <http://www.portofoakland.com/business/bidnotic.asp> and are advertised regularly in the legal notices in the Oakland Tribune.

If you have any questions, please do not hesitate to contact Pamela Bell, Port Job Researcher at (510) 627-1419 or pbell@portoakland.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Lila Zinn". The signature is fluid and cursive, with a large initial "L" and "Z".

Lila Zinn
Contract Compliance Supervisor

cc: file