

SMALL-LOCAL BUSINESS SELF-CERTIFICATION FORM (PC610)

Use this form to self-certify whether Offeror is a Small-Local Business as defined in
[Board Policy B-53 Small-Local Business Policy \(SLBP\)](#)

1. BUSINESS REPRESENTATION

1.1. Offeror certifies that:

- ☐ Offeror qualifies as a Small-Local Business. **(Qualifies as 2(A or B), and 3.)**
- ☐ Small Business (Qualifies as 2(A) below) OR ☐ Social Equity Enterprise (Qualifies as 2(B) below)
AND
- ☐ Local Business (Qualifies as 3 below)
- ☐ Offeror does not qualify as a Small-Local Business.

2. SMALL BUSINESS / SOCIAL EQUITY ENTERPRISE (SEE) ELIGIBILITY

Part (A) Small Business Eligibility

2.1. Offeror certifies that (check all that apply):

- ☐ Offeror qualifies as a Small Business. An eligible Small Business as defined in Board Policy B-53 must meet at least one of the qualifications listed below (1.1.1 through 2.1.4). Check all that apply.
- ☐ Offeror does not qualify as Small Business.

2.1.1

☐ Offeror is certified by the State of California as a Small Business, Micro Business, or Small Business for the Purpose of Public Works*. **(if checked, confirm qualifying certification information)**

- ☐ Small Business (SB) – Certificate # _____
- ☐ Micro Business (MB) – Certificate # _____
- ☐ Small Business for the Purpose of Public Works (SB-PW)* – Certificate # _____

2.1.2

- ☐ Offeror meets the revenue and employee count criteria** of a Small Business as defined by the State of California under the Procurement Division of the Department of General Services.
- ☐ Offeror meets the revenue and employee count criteria of a Small Business for the Purpose of Public Works*, as defined by the State of California under the Procurement Division of the Department of General Services.

(See table below for eligibility criteria as of the publication of this form. The most current criteria in place as of the due date for submissions will be used to evaluate eligibility.)

Small Business (SB)	Small Business for the Purpose of Public Works* (SB-PW)
<i>Must meet both criteria</i>	<i>Must meet both criteria</i>
100 or fewer employees	200 or fewer employees
An average gross annual receipt of \$18 million or less, over the last three tax years (Does not apply to manufacturers)	An average gross annual receipt of \$43 million or less, over the last three tax years

* If Offeror does not meet the SB requirements but meets the SB-PW requirements, Offeror qualifies as a Small Business only if submitting to a Public Works procurement as defined by the State of California Labor Codes and/or Public Contracting Code.

**For non-profits, budget is substituted for revenue and the non-profit must be registered in the State of California.

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2.1.3

☐ Offeror qualifies as a Veteran-Owned Business (VOB) or Disabled Veterans Business (DVB) in accordance with Board Policy [B-39a Veteran Owned Business \(VOB\) and Disabled Veterans Business \(DVB\) Program](#).

(if checked, confirm qualifying certification information)

- ☐ Disabled Veteran Business Enterprise (DVBE) – Certificate # _____
- ☐ Veteran-Owned Small Business (VOSB) – Certificate # _____
- ☐ Service-Disabled Veteran Owned Small Business (SDVOSB) – Certificate # _____
- ☐ Other State of California DVB or VOB certification
Certification Name _____ Certification # / reference _____
- ☐ Other Federal Government DVB or VOB certification
Certification Name _____ Certification # / reference _____

2.1.4

☐ Offeror is certified as a small business by a public agency whose certification is reciprocally recognized by the County of San Diego Office of Economic Development and Government Affairs (EDGA), as identified via the following <https://www.sandiegocounty.gov/content/sdc/cao/edga/small-business/>

(if checked, confirm qualifying certification information)

Public Agency Name _____
Certification Name _____ Certification # / reference _____

Part (B) Social Equity Enterprise (SEE) Eligibility

2.2. Offeror certifies that (check all that apply):

- ☐ Offeror qualifies as a Social Equity Enterprise (SEE). An eligible Social Equity Enterprise (SEE) as defined in Board Policy B-53 must meet at least one of the qualifications listed in 2.1.1 through 2.1.4 below.
Check all that apply.
- ☐ Offeror does not qualify as a Social Equity Enterprise (SEE).

2.2.1

☐ Offeror has its principal place of business or is headquartered in an area of San Diego County designated as qualifying for New Market Tax Credits (NMTC) investments on the Community Development Financial Institutions (CDFI) Fund Map.

List qualifying address: _____

2.2.2

- ☐ Offeror enhances San Diego County by having primarily provided services to Low-Moderate Income (LMI) populations or justice-involved communities in the previous 12 months.
- ☐ Offeror enhances San Diego County by having primarily provided services to advance environmental justice and/or climate justice in the previous 12 months.

2.2.3

- ☐ Offeror provides pro bono services in San Diego County, including
 - i. Donates a minimum of 1% of products or services to LMI populations, or
 - ii. Donates a minimum of 1% of gross annual revenue to philanthropy.

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2.2.4

- ☐ Offeror is at least 51% owned by, and whose management and daily operations is controlled by, persons qualifying as LMI and/or that are justice-involved.

3. LOCAL BUSINESS ELIGIBILITY

3.1. Offeror certifies that:

- ☐ Offeror qualifies as a Local Business. An eligible Local Business as defined in Board Policy B-53 must meet at least one of the qualifications listed below (3.1.1 through 3.1.3). Check all that apply.
- ☐ Offeror does not qualify as a Local Business.

3.1.1

- ☐ Offeror maintains its international or domestic headquarters within the geographic boundaries of San Diego County.

List qualifying address: _____

3.1.2

- ☐ Offeror maintains a location within the geographic boundaries of San Diego County from which it performs work that is normal for the firm's business and functions.

List qualifying address: _____

3.1.3

- ☐ Offeror is a partnership, joint venture, or other legal entity where at least one of its members meets the qualifications under 3.1.2 or 3.1.3 above, and that member i) will perform a Commercially Useful Function, ii) is an equity member of the entity, and iii) is not a subcontractor. (List a qualifying member below and complete 3.1.1 and/or 3.1.2 above for that member.)

Qualifying Member: _____

Additional Qualifying member(s) (optional): _____

CERTIFICATION

The information furnished in this document is certified to be factual and correct as of the date submitted, and this certification is made under penalty of perjury under the laws of California.

Name: _____ Signature: _____ Date: _____

Title: _____ Company/Organization: _____