

## **SMALL BUSINESS AND NON-SMALL BUSINESS SUBCONTRACTOR PREFERENCES**

### **NOTICE TO ALL BIDDERS:**

Small businesses will be granted the five percent (5%) small business preference on a bid evaluation by an awarding department when a responsible non-small business has submitted the lowest-priced, responsive bid or a bid that has been ranked as the highest scored bid pursuant to a solicitation evaluation method described in the California Code of Regulations Section 1896.8, and when the small business:

- a. Has included in its bid a signed notification to the awarding department that it is a small business or that it has submitted to the Department a complete application pursuant to Section 1896.14 no later than 5:00 p.m. on the bid due date, and is subsequently certified by the Department as a small business; and
- b. Has submitted a timely, responsive bid; and
- c. Is determined to be a responsible bidder.

Non-small business bidders will be granted a five percent (5%) non-small business subcontractor preference on a bid evaluation by an awarding department when a responsible non-small business has submitted the lowest-priced responsive bid or a bid that has been ranked as the highest scored bid pursuant to a solicitation evaluation method described in California Code of Regulations Section 1896.8, and when the non-small business bidder:

- a. Has included in its bid a signed notification to the awarding department that it commits to subcontract at least twenty-five percent (25%) of its net bid price with one or more small business(es); and
- b. Has submitted a timely, responsive bid; and
- c. Is determined to be a responsible bidder; and
- d. Submits a list of the small business(es) it commits to subcontract with for a commercially useful function in the performance of the contract. The list of subcontractors shall include their name, address, phone number, a description of the work to be performed, and the dollar amount or percentage (as specified in the solicitation) per subcontractor.

Are you a California certified small business?

Yes

No

Are you a non-SB contracting at least 25% to a California certified SB?

Yes

No

Company Name:

Signature:

Date:

A print out of the SB certification from the OSDS Web site must be included.

If you have applied and not yet been formally certified, include the date of application.

Date applied (if not yet certified):