

Local Business Affidavit

The County of Riverside Local Business Preference may be applied to this Request for Proposal/Quotation. If you qualify for this preference, please submit this form along with your response to this RFP/Q.

Definition of Local Business

A local business shall mean a business concern, consultant or contractor that meets the following requirements:

1. Have fixed offices located within the geographical boundaries of Riverside County.
2. Be authorized to perform business within the County, and in doing so, credit all sales tax from sales generated within Riverside County to the County.
3. Have at least fifty-one percent (51%) of all employees physically located in and performing business out of said local office.
4. Have a Riverside County business street address, which shall be open with established business hours.
5. Establish proof that it has been located and doing business in Riverside County for at least six (6) months preceding its certification to the County as a local business.

The supporting documentation to be provided along with this form and your response to this RFP/Q includes:

1. **A copy of current BOE 531-A and/or BOE 530-C form** (State, Local & District Sales and Use Tax Return Form). This is what businesses submit to the State Board of Equalization when paying the sales tax to the State of California indicating the amount of the payment to be credited to each jurisdiction (i.e. Counties, Cities).
2. **A current business license** if required for the political jurisdiction the business is located.
3. **Proof of the current business address and 51% of employees performing business out of said office.** The local business needs to be operating from a functional office that is staffed with 51% of the company's employees, during established business hours.

Business Name: _____

Physical Address: _____

Phone: _____ FAX: _____ E-Mail: _____

Length of time at this location: _____ Number of Company Employees at this address: _____

If less than 6 months, list previous Riverside County location: _____

Business License # (where applicable): _____ Jurisdiction _____

Established Hours of Operation: _____

Primary function of this location (i.e., sales, distribution, production, corporate, etc): _____

Signature of Company Official

Date

Submittal of false data will result in disqualification of Local Preference and/or doing business with Riverside County. Additional information about the application of these preferences can be found in Board Policy B-34 (<https://www.rivcocob.org/wp-content/uploads/2019/06/POLICY-B34.Revised.05-21-19.pdf>).

Veteran, Active Duty and/or National Guard Business Affidavit

The County of Riverside Veteran, National Guard, and/or Active Duty Business Preferences may be applied to this Request for Proposal/Quotation. If you qualify for any of these preferences, please submit this form along with your response to this RFP/Q.

Definitions of Veteran, National Guard, and/or Active Duty Businesses

Please check the category you are applying for:

A Service-Disabled Veteran-Owned Business (SDVOB) shall mean a business concern, consultant or contractor that is at least 51 percent directly and unconditionally owned and controlled by a combination of one or more service-disabled veteran(s). A service-disabled veteran is a person who served on active duty with the Army, Air Force, Navy, Marine Corps, or Coast Guard, Federal Reservists, or National Guard and who possesses either a disability rating letter issued by VA establishing a service-connected rating between 0 and 100 percent, or a disability determination from the Department of Defense.

A Veteran-Owned Business (VOB) shall mean a business concern, consultant or contractor that is at least 51 percent directly and unconditionally owned and controlled by a combination of one or more veteran(s). A veteran is a person who served on active duty with the Army, Air Force, Navy, Marine Corps, or Coast Guard for any length of time and who was discharged or released under conditions other than dishonorable. Federal Reservists or members of the National Guard called to federal active duty, as well as Federal Reservists or National Guard members who have completed twenty (20) years of service and are eligible to receive Reserve component retirement, also qualify as veterans.

A National Guard and Federal Reserve Veteran-Owned Business shall mean a business concern, consultant or contractor is at least 51 percent directly and unconditionally owned and controlled by a combination of one or more National Guard or Federal Reservist veteran(s). Federal Reservists or National Guard veteran is a member who served honorably in the Reserves or National Guard but has no active duty time other than for training purposes only.

An Active members of the U.S. Armed Forces, National Guard or Federal Reservist-Owned Business shall mean a business concern, consultant or contractor that is at least 51 percent directly and unconditionally owned and controlled by a combination of one or more active members of the U.S. Armed Forces, National Guard or Federal Reservist(s). An active member is a person who is a current member of the U.S. Armed Forces serving on active duty or who is a current member of the National Guard or Federal Reserve forces serving on Title 10 or Title 32 active duty or current members of the National Guard and Reserve forces.

A Veteran-Qualified Business (VQB) shall mean a business concern, consultant or contractor that maintains a workforce in which no less than 10% of its total are veteran employees. A veteran is a person who served on active duty with the Army, Air Force, Navy, Marine Corps, or Coast Guard for any length of time and who was discharged or released under conditions other than dishonorable. Federal Reservists or members of the National Guard called to federal active duty or disabled from a disease or injury incurred or aggravated in the line of duty or while in training status, as well as Federal Reservists or National Guard members who have completed twenty (20) years of service and are eligible to receive Reserve component retirement, also qualify as veterans.

The supporting documentation to be provided along with this form and your response to this RFP/Q includes:

SDVOB, VOB, VQB Business

1. A valid DD Form 214 (long form) or NGB Form 22 along with a VA disability rating letter for each veteran owner(s) to establish confirmation of military service and discharge status. National Guard members and Federal Reservists with twenty (20) years or more service shall provide a copy of retirement orders or Military identification card showing retired status from the reserves

National Guard and Federal Reserve Veteran-Owned Business

1. A valid NGB Form 22 for each Nation Guard veteran owner(s) to establish confirmation of service. A valid DD Form 214 (long form) and an honorable discharge certificate for each Federal Reservist veteran owner(s) to establish confirmation of service.

Active members of the U.S. Armed Forces, National Guard or Federal Reservist-Owned Business

1. Proof of service orders or military ID card showing active Reserve, National Guard or Active Duty status in the U.S. Armed Forces.

Business Name: _____

Physical Address: _____

Phone: _____ FAX: _____ E-Mail: _____

Names of Veteran or Active Duty Owner(s) and their ownership percentage (if applicable): _____

Total Number of Company Employees (if applicable): _____ Total Number of Veteran Employees: _____

DUNS # (where applicable): _____

Hours of Operation: _____

Signature of Company Official

Date

Submittal of false data will result in disqualification of Veteran Preference and/or doing business with Riverside County. Additional information about the application of these preferences can be found in Board Policy B-34 (<https://www.rivcocob.org/wp-content/uploads/2019/06/POLICY-B34.Revised.05-21-19.pdf>).

Small Business Affidavit

The County of Riverside Small Business Preference may be applied to this Request for Proposal/Quotation. If you qualify for this preference, please submit this form along with your response to this RFP/Q.

Definition of Small Business

A small business shall mean a business concern, consultant or contractor that meets the following requirements:

6. Be independently owned and operated.
7. Not be nationally dominant in its field of operation.
8. Operate primarily within the U.S. and make contributions to the U.S. economy through payment of applicable local, state, and federal taxes.
9. Meet size standards established by the U.S. Small Business Administration which specifies firm size by North American Industrial Classification System (NAICS) codes.

The supporting documentation to be provided along with this form and your response to this RFP/Q includes:

4. **Proof of payment of applicable local, state, and federal taxes.**
5. **A current business license** if required for the political jurisdiction the business is located.
6. **Proof of annual business revenue and number of company employees.**

Business Name: _____

Physical Address: _____

Phone: _____ FAX: _____ E-Mail: _____

Number of Company Employees: _____ Annual Revenue: _____

NAICS Code(s): _____

Business License # (where applicable): _____ Jurisdiction _____

Established Hours of Operation: _____

Signature of Company Official

Date

Submittal of false data will result in disqualification of Veteran Preference and/or doing business with Riverside County. Additional information about the application of these preferences can be found in Board Policy B-34 (<https://www.rivcocob.org/wp-content/uploads/2019/06/POLICY-B34.Revised.05-21-19.pdf>).