



BUSINESS ADVISORY COUNCIL

Bylaws

Revised June 2022

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INTRODUCTION

Mission Statement

“The mission of the Authority’s BAC is to amplify the collective voice of the small and disadvantaged business community and cultivate a meaningful partnership with the Authority.”

Vision

The Authority’s partnership with the Business Advisory Council is founded upon a shared vision and commitment to build California’s first state-wide high-speed rail system. The contributions and shared perspectives of the BAC provide a foundation for collaboration and empower the Authority to continually learn, improve, and adapt to changing circumstances in delivering and operating a safe, sustainable, equitable, and integrated transportation system.

Background

In 2012, the California High-Speed Rail Authority’s (Authority) Board of Directors (Board) adopted the Small and Disadvantaged Enterprise Business (Small Business) Program. The Small Business Program establishes multiple utilization goals to foster participation of state certified small businesses, and veteran-owned businesses, as well federal certified disadvantaged businesses. The goals are collectively referred to as the Authority’s SB Program Goals and include both a separate and distinct Disadvantaged Business Enterprise (DBE) goal and a Disabled Veteran Business Enterprise (DVBE) goal. See the Authority’s **SB Program Goal Dashboard** for the currently established SB Program goals and the business certifications that count toward the goals.

The term SB^s represents the collective of the eight certifications accepted for crediting within the Authority’s SB Program as of May 2022.

CA STATE:	FEDERAL:
MB	DBE
SB	SBA 8(a)
SB-PW	VOSB
DVBE	SDVOSB

In building a highly functional, effective and active council, the Authority’s partnership with the Business Advisory Council (BAC or “Council”) is driven by the following core principles and objectives:

- Achievable SB Programs goals that are consistent with the market availability of SB^s;
- Dedicated Authority personnel, Consultants/Subconsultants, and Contractors/Subcontractors committed to the effective implementation of the SB Program in conformity with state and federal regulations;
- Addressing and diminishing barriers that threaten SB^s success and;
- Expanding business opportunities for SB^s as the SB Program advances.

Purpose

The purpose of the BAC is to serve as a forum to facilitate the discussion of how to increase engagement of small and disadvantaged businesses and ensure their equitable inclusion on the High-Speed Rail (HSR) Project. The BAC also serves as a vehicle to disseminate Authority-approved communications specific to HSR projects and programs.

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The BAC provides the Authority with important input, feedback, and perspectives of California's diverse SB^s community that inform and impact the decisions made by the Authority Board of Directors. The Authority is strengthened by the shared perspective of the BAC and is better positioned to implement comprehensive solutions for SB^s participation in furtherance of the BAC core principles and objectives. However, the BAC is not a decision-making body for the Authority.

The BAC is comprised of two primary groups:

- Statewide construction and professional service business trade associations; and
- Small, disadvantaged, and veteran/service-disabled veteran business owners.

Additionally, the Authority welcomes non-voting state and federal departments and organizations funded by state and federal programs to participate in BAC meetings to further enhance program objectives.

The collaboration and insight provided by the BAC and other stakeholders will serve to advance the Authority's success in meeting both state and federal SB^s goals.

BAC Contact Information

California High-Speed Rail Authority
Business Advisory Council
770 L Street, Suite 620
Sacramento, CA 95814
(916) 431-2930
TTY: 711
BAC@hsr.ca.gov

BAC Resources

To provide the BAC with access to Council-related documentation and resource materials, the Authority has created the "Business Advisory Council Landing Page." Within this site, BAC members will be able to access various items such as:

- Current Rosters,
- Small and Disadvantaged Business Program Plans,
- Construction Package Procurement Resources,
- Council Meeting Documents, and
- Council Timelines and Deadlines.

To access the Business Advisory Council Landing Page, please visit the following link:
<https://hsr.secure.force.com/BAC/BACPortal>

COUNCIL MEMBERSHIP

Formal trade associations shall be organized under the *California Corporation Code (CCC) §200, 12000 e.t. Seq.* and be a non-profit as described in *CCC§ 5110 e.t. Seq.* Eligible associations shall have a related business interest in Authority projects and contracts; specifically, businesses operating in the industries of construction, professional services, supplies, commodities, and IT goods and services.

An applicant may also be certified under any of the State and federal business certifications accepted in the SB Program, so long as such business ownership does not limit its representation to solely furthering its own individual business interest(s). See the Authority's **SB Program Goal Dashboard** for a complete list of business certifications that count toward the goals.

- The Council shall consist of a maximum of 25 members that represent the business diversity of California.
- Each member is limited to one (1) Primary and one (1) Alternate representative.
 - It is optional for members to have an Alternate representative.
 - Requests for substitution of a Primary or Alternate representative must be submitted in writing.
 - No substitutions may take place prior to the Authority's written approval.
- All members shall be represented by either the Primary or Alternate representative at the scheduled quarterly full council meetings.
- Each Primary/Alternate individual will hold a three (3) year consecutive term from the date of appointment to the Council with the option to apply for successive terms.
- Upon a member vacancy, consideration shall be given to individual applicants who:
 - Have not served as a BAC member; and/or
 - Represent a small business interest; and/or
 - Have an organizational mission that is statewide.

Once BAC membership reaches 25 members, the Authority shall establish and monitor a wait list. Should a vacancy become available, the Authority will consider replacement members in the order that they appear on the wait list until an applicant is selected or the list is exhausted.

In the case where an existing Primary/ Alternate representative is no longer able to serve on the BAC, the member may submit an application for a replacement Primary/Alternate representative for the remainder of the term.

Criteria for Business Advisory Council Admission

Association Membership

Potential association members may submit an application to become a member of the Authority's BAC. The submitted application must include, but is not limited to the following:

- Contact information for the association and its Primary and Alternate Representatives to the BAC.
- Association membership size.
- Association membership's regional corporate location (e.g.: Central Valley, Northern or Southern

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California).

- Identification of the association's primary business interest, i.e., construction, IT and/or Non-IT goods and services.
- Copy of the association Bylaws.
- Methods of disseminating information to association membership.
- Letter authorizing Primary and Alternate representation from the Association CEO/President.

An applicant must be:

- An association or organization representing at least 25 members.
- Incorporated under the laws of California.
- Have a Small Business interest in state contracting, procurement and projects, specifically in the areas of, construction, IT and/or Non-IT goods and services.

Small, Disadvantaged, and/or Veteran Owned Business Membership

Membership may be based on any of the SB^s business certifications accepted in the SB Program. The submitted application must include, but is not limited to the following:

- Contact information for the business and its Primary and Alternate Representatives to the Council.
- Business description and size (i.e., sole ownership/number of employees).
- Primary area of operation by regional coverage (e.g.: Central Valley, Northern or Southern California).
- Identification of the primary business interest, i.e., construction, IT and Non-IT goods and/or services.
- Methods of disseminating information to the public about the business (i.e.: Networking, advertisement, social media).
- Business owner must hold a position equivalent to CEO/President or decision maker.
 - The appointed Alternate Representative must be a company representative authorized to vote and make key business decisions in the absence of the Primary Representative.
- Proof of at least one current and active SB^s certification. See the BAC Bylaws "Terms and Definitions" section for a description of each SB^s certification.

Government Agency/Organization Membership

Membership extends to federal, state and local agencies, and other government funded organizations such as the Procurement and Technical Assistance Center, and Small Business Development Center, that have a stake in the success of the small, disadvantaged, and/or veteran owned business community. These entities provide services and procurement opportunities to small, disadvantaged, and veteran owned businesses.

Application criteria for this membership type includes:

- Contact information for the agency/organization and its Primary and Alternate Representatives to the Council.

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- Primary area of operation by regional coverage (e.g.: Central Valley, Northern or Southern California).
- Identification of the primary business interest, such as business support services.

BAC voting rights do not apply for this membership type.

Application Process

Applications for membership will be accepted on a continuous basis. Qualified applicants will be added to a wait list, and openings filled when a vacancy occurs. Each BAC membership application will be reviewed by the Authority Management, where final approval will be made by the Council Chair.

The Council Chair shall evaluate the qualifications of each applicant, ensuring a balanced and diverse statewide member representation. Applicants will be notified of the Council Chair's decision within 30 days of initial submittal.

Newly admitted members will be notified upon approval of membership and added when a vacancy occurs.

The application for BAC membership can be found on the Authority's BAC webpage at:
<https://hsr.ca.gov/business-opportunities/small-business-program/business-advisory-council/>

Causes for Membership Cancellation

All members of the Council are required to adhere to the Authority's Standard Code of Conduct Policy.

Any member association or business on the Council may be immediately removed from the Council membership for any of the following causes:

- No Primary or Alternate representative on the Council shall represent themselves as speaking for or acting on behalf of the Council, the Authority, or its Board of Directors.
- No longer having a Primary or Alternate Representative position on the BAC.
- Disruptive and/or abusive behavior or language expressed during Council meetings. Such prohibited actions may include consistent interruption of speakers, outbursts, or personal insults during council meetings.
- Display of unprofessional conduct in public directed toward Authority personnel, Council Members, and/or stakeholders.
- Dissolution of a member association or business entity.
- No longer holding an active SB^s certification with the Department of General Services, Small Business Administration and/or the Department of Transportation.
- Missing two (2) scheduled Full Council Meetings within a calendar year.
 - Attendance by anyone other than the identified Primary or Alternate Representative will be considered an absence.
- Using membership on the Council or Committee for personal gain and/or influence, to obtain preliminary access to or obtain privileges to contract opportunities, contract administration, or access to government elected officials.

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Notification of Membership Cancellation

Council Members will receive a written notification from the Council Chair of pending removal from the Council. The member must submit, within 30 calendar days, a written response to the Council Chair providing a plan to address pending removal.

Based on the member's response or lack thereof, the Council Chair will issue a written response after making a final determination of the member's continued council membership for the remainder of the term.

COUNCIL ROLES AND RESPONSIBILITIES

Authority Membership

- **Council Chair** - The Council Chair shall be appointed by the Authority's Chief Executive Officer or by the CEO's designee. The responsibilities of the Council Chair shall include:
 - Preside over all meetings of the Council.
 - Appoint an Authority Council Liaison to provide administrative support to the Council Chair.
 - Take direction from the Authority Executive Staff.
 - Facilitate the Council meeting date, time, and location.
 - Disseminate the minutes, agenda, and schedule special presentations.
 - Rule on matters of procedure.
 - Preside over BAC membership selection process.
- **Council Liaison** – The Council Liaison shall be an Authority personnel appointed by the Council Chair. The responsibilities of the Council Liaison shall include:
 - Create the agenda for Council meetings, secure speakers and disseminate related Council meeting communication to BAC members.
 - Attend Council meetings and support the Council Chair through taking roll call, recapping outstanding action items, and managing time throughout the meeting.
 - Complete meeting minutes after each meeting and disseminate them to Council Members.

BAC Membership

- **Executive Liaison** - The Executive Liaison shall be appointed by the Council Chair and must not be a Committee Chair, Vice-Chair, or Secretary. The responsibilities of the Executive Liaison may include:
 - Oversee the BAC Executive Committee.
 - Ensure the Council Chair is advised of BAC Executive Committee activities and actions.
 - Report to Authority executive staff annually on council successes, identify SB^s issues that require Authority executive support, and initiatives that are supported by the Council.
 - Be the point of contact to:
 - Facilitate the Strategic Planning Meeting held biennially (occurring every two years).
 - Facilitate correspondence regarding BAC-related issues or concerns to Authority staff outside of scheduled quarterly meetings:
 - Email correspondence
 - Letters
 - Information or meeting requests

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- Provide BAC Executive Committee representation to the Authority outside of scheduled quarterly meetings:
 - Meetings with Authority executive personnel as requested by the Authority.
- The appointment and length of term will be for at least one (1) year, not to exceed two (2) consecutive years unless otherwise determined by the Council Chair.
- **Council Member** – Each Council Member serves on the BAC with the intention to advocate for SB^s participation on Authority contracts:
 - It is the responsibility of the Primary representatives to actively participate on the Council. Alternate representatives serve in the absence of the Primary representatives. Active participation includes (but is not limited to):
 - Attend the scheduled quarterly BAC Council meetings.
 - Serve on a Council Committee.
 - Actively engage in the annual Strategic Planning Meeting.
 - Participate in SB Outreach as requested by the Authority.
 - Attend Authority-hosted events (i.e.: workshops, Meet the Primes, Pre-bid Forums, etc.)
 - Partner or co-host small business-related events with the Authority’s SB Program.
 - Disseminate Authority-approved program and project-related information.
 - The BAC Mailbox address (BAC@hsr.ca.gov) should be used to copy the Authority when sending out information to the distribution lists created by BAC members.

COUNCIL MEETING OPERATIONS

Meeting Date and Location Selections

Full Council meetings will be conducted virtually. The frequency of meetings shall be six (6) meetings per calendar year, occurring in alternating months. Specific meeting dates will be provided to the Council Membership during the fourth quarter meeting prior to an upcoming calendar year. The Council Chair retains the authority to change the meeting frequency, and date as necessary.

Council meeting dates and links are available on the Authority's website:

<https://hsr.ca.gov/business-opportunities/small-business-program/business-advisory-council/>

Council Motions and Voting Rights

Except where otherwise expressed in these Bylaws, the Council shall adhere to and operate in accordance with Robert's Rules of Order. Questions as to the meaning and interpretation of the Bylaws shall be the responsibility of the Council Chair.

The Council Chair shall recognize motions and voting rights.

- The right to make a motion or vote on issues before the Council is limited to approved members of the Council.
- The Primary representative will cast one vote for the member association or SB^s. The Alternate Representative can cast one vote only in the absence of the Primary Representative.
- Council Members shall recognize that recommendations, advice, and motions they provide will be taken into consideration by the Authority and the Authority may or may not administer the recommendation, advice, or motion.
- Council Members should not construe a recommendation, advice, or motion as an action that the Authority must administer.
- A quorum of the Council shall consist of 51% of the voting members. A quorum for a Committee shall consist of 51% of the Committee Members.
 - A roster of each committee shall be presented to the Council during the first Council Meeting of the calendar year.

Voting rights are not applicable for Government Agency/Organization Members.

Agenda and Meeting Minute Distribution

Meeting Agenda

The Meeting Agenda will be provided to all active Council Members and necessary Authority staff and appear on the Authority's website ten (10) calendar days before the scheduled meeting.

Items that have been resolved by the Authority may not be included in future meeting agendas unless updates or new information has become available.

Meeting Minutes

- The Council meeting minutes provide a summary of the issues discussed during the meeting and capture meeting "Action Items."

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- Draft meeting minutes are distributed to the Council Members within 30 business days following the Council meeting.
- Approval of meeting minutes from the previous Council meeting shall be a standing agenda item. The meeting minutes become official once approved by the Council.

Meeting Etiquette

Appropriate etiquette in meetings require all participants to adhere to the ground rules. The ground rules provide a framework to guide individual and group behavior, and to explain how the group will function and make decisions.

The ground rules are:

- Speak to the purpose of the BAC, which is to advocate for SB^s participation on the HSR Project.
- Equitable and fair participation by each member.
- Equal and fair consideration to the opinion, perspective and contributions of each member.
- Seek common ground and understanding and/or respectfully agree to disagree.
- Seek unity, cooperation, consensus, and resolution.

COMMITTEE STRUCTURE

A committee is an approved sub-unit of the Council. The objective of the Council Committees is to identify HSR Project-related issues and to provide focused discussion and feedback on issues impacting the SB^s community.

Council Committees

The BAC is currently comprised of three (3) Council Committees:

- BAC Executive Committee
 - The BAC Executive Committee includes the Executive Liaison and the Committee Chairs and Vice Chairs. This committee acts as the first line of communication (outside of the quarterly BAC meetings) between the Committees and the Authority, led by the Executive Liaisons.
- Construction Committee
 - The Construction Committee includes BAC members who represent SB^s construction members. This committee addresses issues related to the construction activities on the HSR Project.
- Professional Services Committee
 - The Professional Services Committee includes BAC members who represent SB^s professional services members. This committee addresses issues related to the professional service activities on the HSR Project.

Establishing A New Committee

The recommendation to form a committee must be made by voting Council Members and approved by the Authority Executive Team. The recommendation must be in writing and include the committee's objective and the duration of its existence. Each Committee will have a Committee Chair, Vice Chair, and Secretary. Only active Primary Council Members may hold committee Chair, Vice Chair, or Secretary positions.

The Council Membership shall submit a motion to the Council Chair to approve the establishment of a Committee. The Committee shall:

- Operate within the scope of its identified objectives.
- Identify members to be on the Committee.
- Hold elections for Chair and Vice Chair positions every year. Members may not exceed two (2) years in a Chair and/or Vice Chair position.
 - Elections are to be held during the last meeting of the calendar year.

Ad Hoc Committee

An Ad Hoc Committee is a subcommittee that is formed for a specific task or objective and is dissolved after the completion of the task or achievement of the objective. The recommendation to form an Ad Hoc Committee may be made by the Committee Chair and approved by the Committee majority. The recommendation must be noted in the meeting minutes with a description of the committee's objective and the duration of its existence.

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If the purpose of the Ad Hoc Committee was not achieved within the specified timeframe, the Committee must determine to either dissolve or revise the initial objective and duration of the Ad Hoc Committee. The Committee's determination must be noted in the meeting minutes with a description of the Committee's decision and updated objective and duration.

Committee Roles and Responsibilities

- **Committee Chair** - Only a Primary Council Member, in good standing, is eligible to serve as a Committee Chair. The Committee Chair shall:
 - Be elected by a majority of the approved Committee membership.
 - Serve a minimum of one (1) year--not to exceed two (2) calendar years.
 - Present to the full Council a summary of all discussions and agreements of the Committee meetings. A copy of the Committee's meeting minutes shall be presented to the Council Chair.

- **Committee Vice Chair** - Only a Primary Council Member, in good standing, is eligible to serve as a Committee Vice Chair. The Vice Chair shall:
 - Be elected by a majority of the approved Committee membership.
 - Serve a minimum of one (1) year--not to exceed two (2) calendar years.
 - In the Chair's absence, the Vice Chair assumes the role.

- **Committee Secretary** - Only a Primary Council Member, in good standing, is eligible to serve as a Committee Secretary. The Secretary shall:
 - Prepare the Committee agenda and oversee minute preparation.
 - Solicit agenda items from Committee Members and submit all agenda items in writing to the Council Liaison no later than ten (10) calendar days prior to the scheduled Committee meeting.
 - Disseminate Action Items and prior meeting minutes within ten (10) calendar days prior to the scheduled Committee meeting.
 - Submit all Committee documents, including the agenda and action items, to the Council Chair through the BAC inbox at BAC@hsr.ca.gov.

- **Committee Member** – Provides committee related input that affect or impact SB^s.

Committee Chair appointments cannot exceed two (2) years overall, unless otherwise approved by the Executive Team. This will provide an opportunity for all committee members, inclusive of new members, to participate in the roles of committee leadership.

Committee Meeting Dates

- All Committee meetings are held at the discretion of the Committee Chair.
- Authority Liaisons may provide administrative assistance if needed.

BAC COMMUNICATION STRUCTURE



Figure 1 - Council Communication Chart

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Communication Guidelines

The Council and its Committees shall follow communication guidelines to allow for effective dialogue with the Authority outside of the scheduled quarterly Full Council Meetings.

Communication guidelines shall not impact association member's right to address the Authority Board of Directors during public comment as a member of the public. In the case that the Council Chair requests BAC representation during a Board meeting, the Executive Liaison will present on behalf of the BAC.

Formal Communication

Formal BAC communications for concerns to be addressed by the Authority Board of Directors or Executive Staff, must be submitted by the Executive Liaison. The process for Formal Communication on behalf of the BAC is as follows:

1. The item(s) of concern is provided to the Executive Liaison for the represented committee, along with all supplemental documentation (i.e.: concerns raised by the Professional Services Committee is submitted to the Professional Services Executive Liaison).
2. The Executive Committee reviews the item(s) of concern, then drafts and submits a Formal Communication Package (Package) that contains all relevant information and documentation to the Council Chair.
3. The Council Chair reviews the provided Package with all relevant Authority Executive Staff.
4. The Council Chair notifies the Executive Liaison of any decisions or actions made regarding the submitted Package.
5. If the Package necessitates Authority Board action, the Executive Liaison will work with Authority staff regarding any presentations to the Board.

All formal BAC communications must be approved, and signed, by two-thirds of the Council Primary Membership to be considered representative of the BAC. Submitted communications that do not fulfill this requirement may be considered actions of a stand-alone capacity which violate the rules for Council Membership. For more information, refer to the "Causes for Membership Cancellation" Section.

Informal Communication

Informal BAC communications are to be submitted to:

- BAC Inbox:
BAC@hsr.ca.gov
- Small Business Advocate Inbox:
SBAadvocate@hsr.ca.gov

Small business information requests, complaints, or issues are resolved outside the BAC. This includes complaints, issues, or concerns that are specific to a Council Member and her/his firm and/or a contract with Authority.

- General Small Business Program information requests may be submitted to:
 - The Small Business Assistance Request Form:
<https://hsr.ca.gov/business-opportunities/small-business-program/small-business-assistance-form/>

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- The Small Business Program Inbox:
sbprogram@hsr.ca.gov
- Small Business Complaints may be submitted to:
 - The Small Business Assistance Request Form:
<https://hsr.ca.gov/business-opportunities/small-business-program/small-business-assistance-form/>

Email Communication

Email is considered the preferred method of communication. As such, it will be considered best practice for Council Members to:

- Work with their Association’s IT Department to ensure incoming BAC and Authority emails are sent to the Inbox and not the “Junk” or “Spam” folders.
 - Provide the Association’s IT Department with BAC contact emails to be considered “safe to receive from.”
- Ensure that any email address provided to the BAC is accurate and ready for use.

TERMS AND DEFINITIONS

Administrative Policies – a set or system of rules that govern the procedures for managing an organization and are meant to establish efficiency, consistency, responsibility, and accountability.

Alternate Representative – An individual who participates in the Council Meetings and/or Committees in the absence of their Association/Organization/SB^s when the Primary representative is unavailable.

Association/Organization – An association of people or companies in a particular business or trade, organized to promote their common interests.

Business Advisory Council (BAC or Council) – Grouping of association/organization representatives that serves as a forum to provide input to the Authority in implementing its policies and practices that affect and/or impact Small Business utilization and participation in the Authority’s contracting programs.

Bylaws – A set of policies and procedures that govern the actions of a group or individual according to best practices.

California High-Speed Authority (Authority) – State of California department responsible for planning, designing, building and operation of the first high-speed rail system in the nation.

Committee – A collection of individuals who assemble to focus on select matters on behalf of the full council.

Committee Member – A council member that provides business or trade representation on a committee.

Council Member – Representatives of small, minority, women, disabled veteran, and non-small business trade organizations selected to provide recommendations to the Authority on behalf of their constituents and member business entities.

Council Primary Membership – Identified Primary Representatives on the Council.

Disabled Veteran Business Enterprise (DVBE) – A for-profit business that is at least 51 percent owned by a veteran of the United States military who has at least a 10 percent service-connected disability. There is no gross receipts requirement for this certification. Such business must meet the certification requirements set forth in California Military and Veterans Code section 999(b)(7). This certification is issued by the California Department of General Services and there is no gross receipts requirement for CA certified DVBEs.

Disadvantaged Business Enterprise (DBE) – A for-profit business that is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged. In the case of a corporation, 51 percent of the stock is owned by one or more such individuals; and whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it and has been certified as disadvantaged in accordance with 49 C.F.R. Part 26. The Authority recognizes DBE certifications issued by the California Unified Certification Program (CUCP).

Membership – Authority confirmed representation on a committee or council.

Microbusiness (MB) – A for-profit business whose gross annual receipts are less than \$5,000,000; or is a manufacturer with 25 or fewer employees. Such business must meet the certification requirements set forth

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in California Government Code section 14837(d) and California Code of Regulations sections 1896.4 (Definitions) and 2894.12 (Eligibility). This certification is issued by the California Department of General Services.

Primary Representative – An individual advocating on the behalf of their association/organization’s members and constituents on the BAC.

Robert’s Rules of Order – A guide for running meetings effectively and efficiently.

Service-Disabled Veteran Owned Small Business (SDVOSB): A SB according to SBA’s size standards that is at least 51% owned and controlled by one or more service-disabled veterans who have an eligible service-connected disability. Full eligibility requirements may be found in Title 13 Part 125 Subpart B of the Code of Federal Regulations.

Small Business (SB) – A for-profit business that is independently owned and operated, with its principal office located in California, and with owners living in California, has average annual gross receipts of \$15 million or less over the previous three (3) tax years, is not dominant in its field of operations, and has 100 or fewer employees. Such business must meet the certification requirements set forth in California Government Code section 14837(d) and California Code of Regulations sections 1896.4 (Definitions) and 2894.12 (Eligibility). This certification is issued by the California Department of General Services.

Small Business Administration (SBA) 8(a) Certification: A for-profit small business at least 51% owned and controlled by U.S. citizens who are socially and economically disadvantaged, has assets totaling \$6 million or less, and demonstrates the potential for success such as having been in business for two years.

Small Business for the Purpose of Public Works (SB-PW) – A for-profit small business that is independently owned and operated, with its principal office located in California, and with owners, officers, members/managers, partners living in California, has an average of \$36 million or less in gross annual receipts over the previous three (3) tax years, is not dominant in its field of operations and has 200 or fewer employees. Such business must meet the certification requirements set forth in California Government Code section 14837(d) and California Code of Regulations sections 1896.4 (Definitions) and 2894.12 (Eligibility). This certification is issued by the California Department of General Services.

Veteran Owned Small Business (VOSB): A SB according to SBA’s size standards that is at least 51% owned and controlled by one or more US military veterans. Full eligibility requirements may be found in Title 13 Part 125 Subpart B of the Code of Federal Regulations.