

BOARD MEETING DATE: October 2, 2026

AGENDA NO. 5

PROPOSAL: Issue RFP for On-Road Mobile Source Related Hydrogen-Based Zero-Emission Technology Development, Demonstration, Deployment, Workforce Development, and Air Quality Impact Projects

SYNOPSIS: South Coast AQMD's Clean Fuels Program supports the development and deployment of advanced zero-emission technologies. Hydrogen and fuel cell technologies provide a zero-emission option to reduce NOx and PM emissions from heavy-duty transportation, freight movement, port operations, off-road equipment, and other applications. This action is to issue an RFP to solicit proposals for the development, demonstration, deployment, workforce development, and air quality evaluation of hydrogen-based zero-emission technologies in an aggregate amount not to exceed \$35,000,000 from the Clean Fuels Program Fund (31).

COMMITTEE: Technology, September 18, 2026; Recommended for Approval

RECOMMENDED ACTION:

Issue RFP #P2027-05 to solicit proposals for hydrogen-based zero-emission technology development, demonstration, deployment, workforce development, and air quality impact projects in an amount not to exceed \$35,000,000 from the Clean Fuels Program Fund (31).

Wayne Natri
Executive Officer

Background

Hydrogen based zero-emission technologies can play an important role in reducing emissions from heavy-duty transportation, freight and port operations, off-road equipment and backup power generation. While fuel-cell technologies continue to advance, broader deployment is constrained by hydrogen production and compression/liquefaction costs, storage and transfer losses, delivery and fueling infrastructure challenges, and the cost of fuel cell vehicle and equipment powertrain.

Targeted technology development and demonstration can help address these barriers by reducing hydrogen production and delivered fuel costs, improving storage and dispensing efficiency, minimizing hydrogen losses, expanding end-use applications, and advancing workforce training and safety. Additional research can also improve understanding of atmospheric hydrogen sources and potential effects on criteria pollutants.

Strategic investments in these areas can accelerate commercialization and deployment of hydrogen technologies, including repowering or replacing diesel-powered transit buses, heavy-duty trucks, off-road equipment, and other vehicles and machinery with zero-emission fuel cell systems.

Proposal

Staff proposes issuing an RFP to solicit projects that advance hydrogen-based zero-emission technologies across the production-to-end-use pathway. Eligible projects may include renewable hydrogen production with committed offtake, on-site production, storage and boil-off gas reduction, distribution and dispensing improvements, fuel cell powertrain development and repowering, hydrogen safety and workforce training, and studies evaluating atmospheric hydrogen, emissions, and air-quality impacts.

The RFP will prioritize projects that reduce the cost of hydrogen production and delivery, improve storage and fueling performance, expand practical fuel cell applications, and support a skilled hydrogen workforce. Additional consideration will be given to projects that demonstrate scalability and commercialization potential, committed end-use applications, leveraged cost share, research or workforce development benefits, and measurable or reasonably anticipated air quality benefits. As applicable, projects should also assess potential reductions in diesel-related NOx and PM emissions or other benefits that support deployment of zero-emission technologies.

Based on the results of the RFP, multiple firms may be recommended for award to develop, demonstrate and deploy eligible projects. Staff will return to the Board with the evaluation panel's recommendations and seek authority for the Executive Officer to

execute contract(s) with qualified firm(s) under RFP #P2027-05 based on recommendations of the review panel. Staff recommends allocating up to \$35,000,000 from the Clean Fuels Program Fund (31) for these projects.

Bid Evaluation

Proposals received in response to the RFP will be evaluated by a diverse, technically qualified panel familiar with the Program's work activities, implementation requirements, and resource needs. The evaluation panel will review and score proposals in accordance with the requirements and evaluation criteria specified in the RFP.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting proposals will be published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may be notified utilizing South Coast AQMD's own electronic listing of certified vendors. Notice of the RFP will be emailed to the Legislative Caucuses and various chambers of commerce and business associations and posted on South Coast AQMD's website (<http://www.aqmd.gov>), where it can be viewed by selecting "Grants & Bids."

Benefits to AQMD

Projects supporting the development, demonstration, and deployment of zero-emission vehicle technologies and related infrastructure are included in the Technology Advancement Office's Clean Fuels Program 2026 Plan Update under "Hydrogen/Mobile Fuel Cell Technologies" and "Fueling Infrastructure and Deployment." Projects selected through this RFP will advance the objectives in the Clean Fuels Program 2026 Plan Update by supporting the development and deployment of hydrogen and fuel-cell technologies and associated infrastructure. Implementation of these projects is also consistent with the 2022 AQMP, which relies on accelerated deployment of zero-emission technologies to help attain the NAAQS for ozone and PM2.5.

Resource Impacts

Sufficient funds are available in the Clean Fuels Program Fund (31) for this proposed project. The Clean Fuels Program Fund (31) is established as a special revenue fund resulting from the state mandated Clean Fuels Program. The Clean Fuels Program, under Health and Safety Code Sections 40448.5 and 40512 and Vehicle Code Section 9250.11, establishes mechanisms to collect revenues from mobile sources to support projects to increase the utilization of clean fuels, including the development of the

necessary advanced enabling technologies. Funds collected from motor vehicles are restricted, by statute, to be used for projects and program activities related to mobile sources that support the objectives of the Clean Fuels Program.

Attachment

RFP #P2027-05—For Hydrogen-Based Zero-Emission On-Road Mobile Source Related Technology Development, Demonstration, Deployment, Workforce Development, and Air Quality Impact Projects

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT
REQUEST FOR PROPOSALS
For Hydrogen-Based Zero-Emission On-Road Mobile Source
Related Technology Development, Demonstration,
Deployment, Workforce Development, and Air Quality Impact
Projects
P2027-05

South Coast Air Quality Management District (South Coast AQMD) requests proposals for the following purpose according to terms and conditions attached. In the preparation of this Request for Proposals (RFP) the words "Proposer," "Contractor," "Consultant," "Bidder" and "Firm" are used interchangeably.

PURPOSE

Hydrogen based zero-emission technologies can play an important role in improving air quality, particularly in sectors where diesel engines remain difficult to replace, including heavy-duty transportation, freight movement, port operations, off-road equipment and backup power generation. Although hydrogen fuel cell technologies continue to advance, broader deployment remains constrained by the cost of hydrogen production and compression/liquification, storage, transfer and dispensing losses, transportation and delivery challenges, fueling infrastructure, and the cost of fuel-cell vehicle and equipment powertrains. These challenges can be overcome through technologies that can be demonstrated under this RFP along with increasing the scale of hydrogen usage, improving workforce training and safety, and better understanding of hydrogen levels in the atmosphere as related to sources, sinks, and potential impacts on criteria or greenhouse gases.

Strategic and targeted investments can help achieve economies of scale in hydrogen production, reduce delivered fuel costs, improve storage efficiency, minimize hydrogen losses, strengthen distribution and fueling networks, and accelerate the deployment of practical zero-emission applications. These applications may include the repowering or replacement of transit buses, heavy-duty trucks, off-road equipment, and other diesel-powered vehicles and machinery with hydrogen fuel-cell technologies.

The purpose of this RFP is to solicit projects that advance the use of hydrogen through projects such as hydrogen production with offtake pathways, advanced on-site hydrogen production, technologies that reduce hydrogen losses by minimizing boil-off gas, improving storage functionality, hydrogen distribution, delivery and dispensing systems, expanding applications for fuel cell powertrains and equipment, and conduct studies that quantify associated air quality and community benefits. This RFP also focuses on incorporating enhanced hydrogen safety and workforce training to support a skilled workforce for hydrogen fueling stations, production, and powertrains. Lastly, this RFP is focused on: 1) supporting the advancement of technologies that may reduce the production cost of hydrogen using renewable resources; 2) developing and demonstrating

new storage and dispensing processes; 3) developing new powertrains and/or investigating the benefits of retrofit fuel cell technologies; and 4) studying the measurements of hydrogen and corresponding atmospheric levels and air quality benefits.

Priority will be given to projects that demonstrate scalability and commercialization pathways, committed end-use applications, cost-share, incorporate research and workforce development, and/or provide measurable or reasonably anticipated air quality benefits. As appropriate to the project type and stage of development, projects should include an assessment of potential diesel-related emission reductions (e.g., NO_x and PM) or other factors that support the advancement and deployment of zero-emission technologies.

INDEX – The following are contained in this RFP:

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SECTION I: BACKGROUND INFORMATION

South Coast AQMD is a regional governmental agency responsible for meeting air quality health standards in Orange County and the urban portions of Los Angeles, Riverside, and San Bernardino counties.

South Coast AQMD has a longstanding history of supporting research development, demonstration, and deployment projects that advance clean fuels, low- and zero-emission vehicles, and associated infrastructure. These investments are intended to achieve significant NO_x and PM emission reductions, accelerate the commercialization of advanced zero-emission technologies, and support attainment of federal and state air quality standards.

Through its Clean Fuels Program, South Coast AQMD has supported technologies across a range of technology readiness levels, including advanced vehicles, fueling and charging infrastructure, fuel cells, batteries, hydrogen production and fueling systems and other mobile- and stationary source technologies. More recently, South Coast

AQMD's technology advancement efforts have placed increasing emphasis on zero-emission technologies and the supporting infrastructure necessary for their successful deployment. This focus is consistent with the 2022 South Coast AQMD Air Quality Management Plan (AQMP), which identifies substantial NO_x emission reductions as essential to attaining applicable air quality standards and improving public health throughout the South Coast Air Basin.

Hydrogen and fuel cell technologies represent an important component of South Coast AQMD's zero-emission technology portfolio, particularly for applications that are difficult to electrify through batteries alone. These applications may include heavy-duty transportation, drayage and freight operations, transit vehicles, off-road equipment, marine applications and stationary or backup power generation. Fuel cells offer a zero-emission alternative to higher-polluting internal combustion engines, while on-going technology demonstrations continue to address barriers related to infrastructure availability, system durability, operational reliability, cost and commercial deployment.

Although hydrogen technologies offer significant opportunities to reduce emissions, deployment remains constrained by several technical and economic barriers. These include the cost and limited scale of hydrogen production, storage and delivery losses, boil-off gas management, fueling infrastructure reliability and availability, high delivered hydrogen costs, and the cost and availability of fuel cell powertrains and related equipment. Additional demonstration and deployment activities are therefore needed to validate scalable hydrogen production pathways, reduce production and delivered-fuel costs, improve storage and distribution efficiency, increase fueling reliability and accelerate practical end-use applications such as fuel cell powertrains, repowering or conversion of existing transit buses and heavy-duty vehicles and the development and demonstration of advanced fuel cell vehicles and equipment.

The purpose of this solicitation is to support projects that advance hydrogen-based zero-emission technologies and have the potential to immediately or once fully developed provide measurable air-quality and public health benefits. Eligible projects may include, but are not limited to:

- Hydrogen production pathways that increase production scale, improve efficiency, and reduce costs;
- On-site or distributed hydrogen production systems that strengthen the connection between hydrogen supply and committed end users;
- Hydrogen storage technologies that reduce losses and improve boil-off gas capture, recovery, management, or beneficial use;
- Improvements to hydrogen transportation, distribution, delivery, compression, and dispensing systems;
- Technologies that improve the reliability, availability, throughput, and cost-effectiveness of hydrogen refueling infrastructure;

- Development, integration, demonstration, or deployment of fuel cell powertrains for heavy-duty vehicles, transit buses, off-road equipment, marine applications, or stationary power or backup systems;
- Repowering or conversion of existing buses, trucks, or other diesel-powered vehicles and equipment with hydrogen fuel cell systems; and
- Air quality, emissions, exposure or health impact studies that quantify the benefits and potential impacts associated with hydrogen production, distribution, fueling and end-use application including studies that better understand the levels, measurements, atmospheric chemistry, and sources of hydrogen into the atmosphere.
- Development of Hydrogen safety and workforce training procedure

Consistent with South Coast AQMD program objectives, priority may be given to projects that provide direct and measurable emission reductions in overburdened communities, particularly communities affected by freight movement, port operations, warehouses, industrial facilities, transit operations, and other concentrated sources of diesel emissions. Projects should clearly identify the communities and source categories that will benefit and describe the methods that will be used to quantify reductions in NO_x and PM emissions, and community exposure as applicable.

Additional evaluation considerations may include project location, use of renewable or zero-emission hydrogen production pathways, anticipated hydrogen production or dispensing throughput, committed fleet demand and hydrogen offtake, technology implementation readiness, infrastructure scalability, cost effectiveness, operational reliability, public accessibility, commercialization potential, and the ability to leverage public or private co-funding. Projects that integrate hydrogen supply, infrastructure, and end-use demand into a coordinated and scalable deployment pathway may receive additional consideration.

SECTION II: CONTACT PERSON

Questions regarding the content or intent of this RFP or on procedural matters should be addressed to:

Technical:

Maryam Hajbabaei, Ph.D.
 Program Supervisor, Technology Demonstration
 Tel: (909) 396-2341
 E-mail: mhajbabaei@aqmd.gov

Vasileios Papapostolou, Sc.D.
 Technology Demonstration Manager
 Tel: (909) 396-2254
 E-mail: vpapapostolou@aqmd.gov

Administrative:

Anish Pathak
 Procurement Manager
 Tel: (909) 396-2430
 E-mail: apathak@aqmd.gov

SECTION III: SCHEDULE OF EVENTS

DATE	EVENT
October 2, 2026	RFP Released
November 13, 2026	Proposals received by South Coast AQMD - No Later Than 02:00 p.m. PST
November 17 to December 11, 2026	Proposal Evaluations
February 2027	Recommended Awards to Governing Board
April 2027	Anticipated Contract Execution

SECTION IV: PARTICIPATION IN THE PROCUREMENT PROCESS

It is the policy of South Coast AQMD to ensure that all businesses including minority business enterprises, women business enterprises, disabled veteran business enterprises and small businesses have a fair and equitable opportunity to compete for and participate in South Coast AQMD contracts. Attachment A to this RFP contains definitions and further information.

SECTION V: STATEMENT OF WORK/SCHEDULE OF DELIVERABLES**A. Objective**

The objective of this solicitation is to support hydrogen-based zero emission technology projects that reduce barriers to commercialization, lower hydrogen production and delivery costs, improve storage and system efficiency, expand hydrogen fuel cell end-use applications and provide measurable air quality benefits within, or directly benefiting, the South Coast AQMD jurisdiction.

B. Statement of Work

Eligible projects may include but are not limited to, hydrogen production, hydrogen storage and boil-off gas reduction, hydrogen transportation, delivery and fueling improvements, fuel cell powertrain development and integration, vehicle or equipment repowering, and air quality, emissions, or exposure impact studies as defined in the background section of this RFP. Proposers may submit proposals addressing one or

more project categories based on their technical qualifications, project readiness, implementation capacity, and anticipated air quality benefits. The funding cap for projects with combined categories is \$9 million. A minimum cash cost share is 20%, including up to 5% in-kind for all projects except project category 4 and 5.

Project Main Categories:

Project Category	Funding Cap	Minimum cost share %
1. Hydrogen production	\$7 million	20%
2. Hydrogen storage, transportation, delivery, fueling, boil-off gas reduction technologies	\$5 million	20%
3. Fuel Cell Powertrain development, integration, vehicle or equipment repowering	\$3 million	20%
4. Air quality, emission or exposure impact studies	\$1 million	5%*
5. Development of Hydrogen safety and workforce training procedure	\$1 million	5%*

*2.5% cash cost share and 2.5% in kind

Task 1: Project Work Plan and Kickoff Meeting

Contractors shall prepare a comprehensive project workplan that defines the project scope, objectives, technical approach, schedule, milestones, deliverables, budget, and reporting requirements.

Contractors shall identify all project partners and describe their respective roles, responsibilities, technical contributions, and financial commitments.

Contractors shall identify applicable permitting, environmental review, site-access, utility-interconnection, safety, workforce training and regulatory requirements, as appropriate to the proposed project.

Contractors shall describe the proposed data collection, quality assurance, performance monitoring, and reporting approaches.

Contractors shall participate in a project kickoff meeting with South Coast AQMD and other designated project partners to review the approved scope of work, schedule, deliverables, responsibilities, and administrative requirements.

Task 2: Technology Description and Readiness Level, and Baseline Assessment

Contractors shall provide a detailed description of the proposed hydrogen technology, project category, intended application, current Technology Readiness Level (TRL), and anticipated pathway toward deployment or commercialization.

Contractors shall establish a defined baseline against which project performance and benefits will be evaluated. The baseline may include existing fleet or equipment performance, current hydrogen production or delivered-fuel costs, energy consumption, storage or distribution losses, fueling limitations, diesel fuel use, criteria pollutant emissions, or other applicable conditions.

Contractors shall tailor the baseline assessment to the proposed project type. Contractors proposing hydrogen production projects shall describe the production pathway, feedstock, production capacity, energy requirements, anticipated utilization and expected cost or efficiency improvements. Contractors proposing storage projects shall quantify existing storage losses and describe anticipated reductions in boil-off gas or other hydrogen losses. Contractors proposing repowering projects shall describe the existing vehicle or equipment, baseline engine or powertrain, duty-cycle, fuel use, and proposed fuel system. Contractors proposing analytical or air quality studies shall define the analytical baseline, data sources, assumptions, geographic scope, and evaluation methodology.

Task 3: Project Design, Engineering, and Methodology

Contractors shall complete the technical design, engineering, analytical methodology, and implementation planning necessary to successfully carry out the approved project.

Contractors shall develop design documentation appropriate to the project type and level of technology readiness. Such documentation may include engineering drawings, process-flow diagrams, equipment specifications, system architecture, interface control documents, modeling methods, testing protocols, deployment plans, commissioning procedures, safety plans, permitting documentation, data management plans or study methodologies.

Contractors shall identify key technical, schedule, cost, supply-chain, permitting, safety, and operational risks and describe the measures that will be implemented to avoid, mitigate, or manage those risks.

Contractors shall demonstrate that the proposed design or methodology is technically feasible, scalable, and aligned with the project's performance, emissions reduction, and commercialization objectives.

Task 4: Demonstration, Deployment, Analysis, or Implementation

Contractors shall implement the approved project scope in accordance with the final work plan, schedule, budget, technical specifications, and applicable regulatory and safety requirements.

Contractors shall complete all activities necessary to execute the proposed project, which may include equipment procurement and installation, site preparation, system fabrication and integration, testing and commissioning, pilot demonstration, field deployment, vehicle or equipment repowering, operation of a hydrogen production, storage, delivery, or fueling system, data collection, air-quality modeling, emissions analysis, or other approved technical activities.

Contractors shall coordinate with South Coast AQMD, project partners, fleet operators, site hosts, technology providers, permitting agencies, utilities, fuel suppliers, and other relevant entities throughout project implementation.

Contractors shall document operational performance, implementation challenges, system modifications, downtime events, maintenance requirements, safety incidents, and corrective actions throughout the demonstration or analytical period.

Task 5: Performance, Cost, and Emissions Evaluation

Contractors shall evaluate project performance relative to the established baseline, approved project objectives and applicable performance targets.

Contractors shall evaluate metrics applicable to the proposed project, which may include hydrogen production volume and capacity, production and delivered-fuel cost per kilogram, energy and water consumption, system efficiency, storage losses, boil-off gas capture, recovery, or reduction, hydrogen delivery volume, fueling throughput, station or system uptime, refueling time, vehicle or equipment availability, range, fuel economy, payload capability, diesel displacement, and maintenance requirements.

Contractors shall quantify criteria pollutant emission reductions, including NO_x and PM, where applicable. Contractors shall also quantify reductions in community exposure, and other air quality or public health benefits when supported by the project scope and available data.

Contractors shall evaluate project cost effectiveness, scalability, operational feasibility, and potential to support future deployment or commercialization.

Task 6: Reporting, Meetings, and Final Recommendations

Contractors shall participate in periodic progress meetings, technical reviews and other coordination meetings requested by South Coast AQMD.

Contractors shall submit periodic progress reports that summarize work completed, milestones achieved, expenditures, performance results, upcoming activities, project risks, schedule or budget variances, and corrective actions.

Contractors shall promptly notify South Coast AQMD of material technical, financial, permitting, safety, or schedule issues that may affect successful completion of the project.

Contractors shall prepare and submit a comprehensive final report documenting the project background, objectives, methodology, design, implementation activities, performance results, costs, emission and air quality benefits, challenges, corrective actions, lessons learned, and recommendations.

Contractors shall include recommendations addressing future technology development, system optimization, cost reduction, replication, scalability, deployment, and commercialization.

Contractors shall provide all final data, calculations, supporting documentation, photographs, diagrams, and other materials required by South Coast AQMD to verify project results and communicate project outcomes.

C. Eligible Project Areas

Eligible projects may include, but are not limited to:

- Scalable, efficient, and lower-cost hydrogen production pathways;
- On-site or distributed production linked to committed hydrogen users;
- Storage technologies that reduce losses and improve boil-off gas management;
- Improved hydrogen transportation, delivery, compression, and dispensing systems;
- More reliable, higher-throughput, and cost-effective refueling infrastructure;
- Fuel-cell powertrains for heavy-duty, transit, off-road, marine, and stationary applications;
- Conversion or repowering of diesel vehicles and equipment with fuel-cell systems; and
- Studies evaluating air quality, emissions, exposure, and health impacts.

D. Schedule of Deliverables

Specific deliverables and time schedules for task completion will be established by the Deputy Executive Officer, or his designee, in writing when each task is authorized. Deliverables may include but not be limited to one or more of the following: written and/or oral technical reports, spreadsheets containing calculations and technical evaluation of projects, data analysis of emissions inventory, newsletters, articles, draft position papers, language for control measures, attendance at meetings with follow-up reports, etc.

SECTION VI: REQUIRED QUALIFICATIONS

- A. Proposers must demonstrate the experience, technical expertise, professional qualifications, and organized capacity necessary to successfully perform the services described in the Statement of Work. At a minimum, the proposer and proposed key personnel shall have demonstrated experience performing projects of similar scope and complexity and shall possess any licenses, certifications, education, or other professional qualifications applicable to the work.
 1. Proposer shall provide sufficient documentation to demonstrate compliance with these requirements, including resumes, or statement of qualifications for key personnel, descriptions of relevant projects and experience, representative clients, and/or references, and a summary of the Proposer's overall qualifications, personnel, and resources available to perform the work.

SECTION VII: PROPOSAL SUBMITTAL REQUIREMENTS

Submitted proposals must follow the format outlined below and all requested information must be supplied. Failure to submit proposals in the required format will result in elimination from proposal evaluation. South Coast AQMD may modify the RFP or issue supplementary information or guidelines during the proposal preparation period prior to the due date. Please check our website for updates (<http://www.aqmd.gov/grants-bids>). The cost for developing the proposal is the responsibility of the Contractor and shall not be chargeable to South Coast AQMD.

Each proposal must be submitted in three separate volumes:

- Volume I - Technical Proposal
- Volume II - Cost Proposal
- Volume III - Certifications and Representations included in Attachment B to this RFP, must be completed and executed by an authorized official of the Contractor.

A separate cover letter, including the name, address, and telephone number of the contractor, and signed by the person or persons authorized to represent the Firm should accompany the proposal submission. Firm contact information as follows should also be included in the cover letter:

- Address and telephone number of office in, or nearest to, Diamond Bar, California.
- Name and title of Firm's representative designated as contact.

A separate Table of Contents should be provided for Volumes I and II.

VOLUME I – TECHNICAL PROPOSAL

DO NOT INCLUDE ANY COST INFORMATION IN THE TECHNICAL VOLUME

Summary (Section A) - State overall approach to meeting the objectives and satisfying the scope of work to be performed, the sequence of activities, and a description of methodology or techniques to be used.

Program Schedule (Section B) - Provide projected milestones or benchmarks for completing the project (to include reports) within the total time allowed.

Project Organization (Section C) - Describe the proposed management structure, program monitoring procedures, and organization of the proposed team. Provide a statement detailing your approach to the project, specifically address the Firm's ability and willingness to commit and maintain staffing to successfully complete the project on the proposed schedule.

Qualifications (Section D) - Describe the technical capabilities of the Firm. Provide references of other similar studies or projects performed during the last five years demonstrating ability to successfully complete the work. Include contact name, title, and telephone number for any references listed. Provide a statement of your Firm's background and related experience in performing similar services for other governmental organizations.

Assigned Personnel (Section E) - Provide the following information about the staff to be assigned to this project:

1. List all key personnel assigned to the project by level, name, and location. Provide a resume or similar statement describing the background, qualifications and experience of the lead person and all persons assigned to the project. Substitution of project manager or lead personnel will not be permitted without prior written approval of South Coast AQMD.
2. Provide a spreadsheet of the labor hours proposed for each labor category at the task level.
3. Provide a statement indicating whether or not 90% of the work will be performed within the geographical boundaries of South Coast AQMD.
4. Provide a statement of education and training programs provided to, or required of, the staff identified for participation in the project, particularly with reference to management consulting, governmental practices and procedures, and technical matters.
5. Provide a summary of your Firm's general qualifications to meet required qualifications and fulfill statement of work, including additional Firm personnel and resources beyond those who may be assigned to the project.

Subcontractors (Section F) - This project may require expertise in multiple technical areas. List any subcontractors that will be used, identifying functions to be performed by them, their related qualifications and experience and the total number of hours or percentage of time they will spend on the project.

Conflict of Interest (Section G) - Address possible conflicts of interest with other clients affected by actions performed by the Firm on behalf of South Coast AQMD. South Coast AQMD recognizes that prospective Contractors may be performing similar projects for other clients. Include a complete list of such clients for the past three (3) years with the type of work performed and the total number of years performing such tasks for each client. Although the Proposer will not be automatically disqualified by reason of work performed for such clients, South Coast AQMD reserves the right to consider the nature and extent of such work in evaluating the proposal.

Additional Data (Section H) - Provide other essential data that may assist in the evaluation of this proposal.

VOLUME II – COST PROPOSAL

Name and Address - The Cost Proposal must list the name and complete address of the Proposer in the upper left-hand corner.

Cost Proposal – South Coast AQMD anticipates awarding a fixed priced contract. Cost information must be provided as listed below

1. Detail must be provided by the following categories:
 - A. Labor – The Cost Proposal must list the fully-burdened hourly rates and the total number of hours estimated for each level of professional and administrative staff to be used to perform the tasks required by this RFP. Costs should be estimated for each of the components of the work plan.
 - B. Subcontractor Costs - List subcontractor costs and identify subcontractors by name. Itemize subcontractor charges per hour or per day.
 - C. Travel Costs - Indicate amount of travel cost and basis of estimate to include trip destination, purpose of trip, length of trip, airline fare or mileage expense, per diem costs, lodging and car rental.
 - D. Other Direct Costs -This category may include such items as postage and mailing expense, printing and reproduction costs, etc. Provide a basis of estimate for these costs.
2. It is the policy of the South Coast AQMD to receive at least as favorable pricing, warranties, conditions, benefits and terms as other customers or clients making similar purchases or receiving similar services. South Coast AQMD will give preference, where appropriate, to vendors who certify that they will provide “most favored customer” status to the South Coast AQMD. To receive preference points, Proposer shall certify that South Coast AQMD

is receiving “most favored customer” pricing in the Business Status Certifications page of Volume III, Attachment B – Certifications and Representations.

VOLUME III – CERTIFICATIONS AND REPRESENTATIONS

(see Attachment B to this RFP)

SECTION VIII: PROPOSAL SUBMISSION

All proposals must be submitted according to specifications set forth in the section above, and this section. Failure to adhere to these specifications may be cause for rejection of the proposal.

Signature - All proposals must be signed by an authorized representative of the Proposer.

Due Date - All proposals are due no later than 2:00 p.m. PST, **Friday, November 13, 2026** and should be directed to:

Procurement Unit
South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765-4178
Phone: (909) 396-3520

Submittal - Submit four (4) complete copies and one flash drive electronic copy of the proposal in a sealed envelope, plainly marked in the upper left-hand corner with the name and address of the Proposer and the words “Request for Proposals P2027-05.”

Late bids/proposals will not be accepted under any circumstances.

Grounds for Rejection - A proposal may be immediately rejected if:

- It is not prepared in the format described, or
- It is signed by an individual not authorized to represent the Firm.

Modification or Withdrawal - Once submitted, proposals cannot be altered without the prior written consent of South Coast AQMD. All proposals shall constitute firm offers and may not be withdrawn for a period of ninety (90) days following the last day to accept proposals.

SECTION IX: PROPOSAL EVALUATION/CONTRACTOR SELECTION CRITERIA

A. Proposals will be evaluated by a panel of three to five South Coast AQMD staff members and/or subject-matter experts from other governmental agencies or academic institutions with relevant expertise. The panel shall be appointed by the Deputy Executive Officer of the Technology Advancement Office or his designee. In addition, the evaluation panel may include such outside public sector or academic

community expertise as deemed desirable by the Deputy Executive Officer. The panel will make a recommendation to the Executive Officer and/or the Governing Board of South Coast AQMD for final selection of a contractor and negotiation of a contract.

- B. Each member of the evaluation panel shall be accorded equal weight in his or her rating of proposals. The evaluation panel members shall evaluate the proposals according to the specified criteria and numerical weightings set forth below.

1. Proposal Evaluation Criteria

Because eligible projects may vary substantially in technology type, TRL, scope, and intended outcome, proposals will be evaluated using criteria and performance metrics appropriate to each project category. Applicable evaluation considerations may include: (1) readiness for deployment; (2), measurable or reasonably anticipated emission or air quality benefits; (3) cost-effectiveness; (4) scalability and potential for widespread use; and (5) commercialization potential.

- (a) R&D Projects Requiring Technical or Scientific Expertise, or Special Projects Requiring Unique Knowledge or Abilities Points

Understanding of Requirement: Understanding of project objectives, technical needs, baseline conditions, intended applications, scalability, and alignment with RFP goals.	20
Technical/Management Approach: Technical merit and innovation; work plan, milestones, and deliverables; project readiness; performance verification; project management and risk mitigation.	20
Contractor Qualifications: Relevant technical expertise; qualifications of key personnel; facilities and resources; project partners; organizational and financial capacity.	20
Previous Experience on Similar Projects: Experience with comparable projects; demonstrated results; experience managing publicly funded projects; and successful project delivery.	10
Cost: Reasonableness of project cost and South Coast AQMD funding request; applicable normalized cost/performance metrics*; leveraged funding; and potential for future cost reduction and commercialization.	30

TOTAL 100

*As applicable, normalized cost/performance metrics for each project category shall include, but are not limited to, the following:

- **Hydrogen Production:** \$/kg H₂ produced, kWh/kg H₂, \$/kg-day production capacity, and production volume/capacity factor.
- **Storage and Delivery:** \$/kg H₂ stored or delivered, percent hydrogen loss or boil-off reduction, and \$/kg H₂ recovered or loss avoided.
- **Hydrogen Refueling:** \$/kg H₂ dispensed, \$/kg-day dispensing capacity, throughput, utilization, and uptime.
- **Fuel-Cell Vehicles/Repowers:** \$/vehicle or equipment, \$/kW installed, diesel displaced, and \$/ton of NO_x or PM reduced, where applicable.
- **Stationary/Backup Power:** \$/kW installed, \$/kWh generated, system efficiency, and diesel displacement.
- **R&D Projects:** Cost per major milestone, technology readiness advancement, leveraged funding, and projected cost-reduction or commercialization potential.
- **Air Quality Studies:** Cost relative to study scope, monitoring or analytical coverage, and value in addressing identified air quality data gaps.
- **Workforce Development:** Cost per participant, number trained, industry participation, and training, certification, internship, or placement outcomes.

Only metrics applicable to the proposed project type will be considered. Projects will not be penalized when a particular metric, such as \$/kg of hydrogen produced or quantified emission reductions, is not applicable to the proposed scope.

(b) Additional Points

Small Business or Small Business Joint Venture	10
DVBE or DVBE Joint Venture	10
Use of DVBE or Small Business Subcontractors	7
Zero or Near-Zero Emission Vehicle Business	5
Local Business (Non-Federally Funded Projects Only)	5
Off-Peak Hours Delivery Business	2
Most Favored Customer	2

The cumulative points awarded for small business, DVBE, use of small business or DVBE subcontractors, Zero or Near-Zero emission vehicle business, local

business, and off-peak hours delivery business shall not exceed 15 points. Most Favored Customer status incentive points shall be added, as applicable for a total of 17 points.

Self-Certification for Additional Points

The award of these additional points shall be contingent upon Proposer completing the Self-Certification section of Attachment B – Certifications and Representations and/or inclusion of a statement in the proposal self- certifying that Proposer qualifies for additional points as detailed above.

2. To receive additional points in the evaluation process for the categories of Small Business or Small Business Joint Venture, DVBE or DVBE Joint Venture or Local Business (for non-federally funded projects), the Proposer must submit a self-certification at the time of proposal submission certifying that the Proposer meets the requirements set forth in Attachments A and B. To receive points for the use of DVBE and/or Small Business subcontractors, at least 25 percent of the total contract value must be subcontracted to DVBEs and/or Small Businesses. To receive points as a Zero or Near-Zero Emission Vehicle Business, the Proposer must demonstrate to the Executive Officer, or designee, that supplies and materials delivered to South Coast AQMD are delivered in vehicles that operate on clean-fuels. To receive points as a Local Business, the Proposer must affirm that it has an ongoing business within the South Coast AQMD at the time of bid/proposal submittal and that 90% of the work related to the contract will be performed within the South Coast AQMD. Proposals for legislative representation, such as in Sacramento, California or Washington D.C. are not eligible for local business incentive points. Federally funded projects are not eligible for local business incentive points. To receive points as an Off-Peak Hours Delivery Business, the proposer must submit, at proposal submission, certification of its commitment to delivering supplies and materials to South Coast AQMD between the hours of 10:00 a.m. and 3:00 p.m. To receive points for Most Favored Customer status, the Proposer must submit, at proposal submission, certification of its commitment to provide most favored customer status to the South Coast AQMD. The cumulative points awarded for Small Business, DVBE, use of Small Business or DVBE Subcontractors, Local Business, Zero or Near- Zero Emission Vehicle Business, Off-Peak Hour Delivery Business and Most Favored Customer shall not exceed 17 points.
 3. For procurement of Research and Development (R & D) projects or projects requiring technical or scientific expertise or special projects requiring unique knowledge and abilities, technical factors including past experience shall be weighted at 70 points and cost shall be weighted at 30 points. A proposal must receive at least 56 out of 70 points on R & D projects and projects requiring technical or scientific expertise or special projects requiring unique knowledge and abilities, in order to be deemed qualified for award.
- C. During the selection process the evaluation panel may wish to interview some proposers for clarification purposes only. No new material will be permitted at this time.

Additional information provided during the bid review process is limited to clarification by the Proposer of information presented in his/her proposal, upon request by South Coast AQMD.

- D. The Executive Officer or Governing Board may award the contract to a Proposer, other than the Proposer receiving the highest rating, in the event the Governing Board determines that another Proposer from among those technically qualified would provide the best value to South Coast AQMD considering cost and technical factors. The determination shall be based solely on the Evaluation Criteria contained in the Request for Proposal (RFP), on the evidence provided in the proposal and on any other evidence provided during the bid review process.
- E. Selection will be made based on the above-described criteria and rating factors. The selection will be made by and is subject to Executive Officer or Governing Board approval. Proposers may be notified of the results by letter.
- F. The Governing Board has approved a Bid Protest Procedure, which provides a process for a Bidder or prospective Bidder to submit a written protest to the South Coast AQMD Procurement Manager in recognition of two types of protests: Protest Regarding Solicitation and Protest Regarding Award of a Contract. Copies of the Bid Protest Policy can be secured through a request to the South Coast AQMD Procurement Department.
- G. The Executive Officer or Governing Board may award contracts to more than one Proposer if, in (his or their) sole judgment, the purposes of the contract or award would best be served by selecting multiple proposers.
- H. If additional funds become available, the Executive Officer or Governing Board may increase the amount awarded. The Executive Officer or Governing Board may also select additional proposers for a grant or contract if additional funds become available.
- I. Disposition of Proposals – Pursuant to South Coast AQMD's Procurement Policy and Procedure, South Coast AQMD reserves the right to reject any or all proposals. All proposals become the property of South Coast AQMD and are subject to the California Public Records Act. One copy of the proposal shall be retained for South Coast AQMD files. Additional copies and materials will be returned only if requested and at the proposer's expense.
- J. Intellectual Property Rights - The successful proposer shall acknowledge that title to and full ownership of all documents, reports, technical data, and other materials resulting from the performance of the resulting contract shall remain with SCAQMD and shall be considered SCAQMD proprietary information. SCAQMD shall have an unlimited right to use technical data, including material designated as a trade secret, resulting from the performance of the services. The successful proposer may use such technical data for its own benefit, subject to applicable confidentiality obligations. The successful proposer shall also grant SCAQMD a royalty-free, nonexclusive, irrevocable license to reproduce, translate, publish, use, distribute, and otherwise utilize materials developed in connection with the services for SCAQMD's purposes.

The selected proposer will be required to incorporate these intellectual property rights and obligations into the resulting contract.

- K. **If proposal submittal is for a Public Works project as defined by State of California Labor Code Section 1720, Proposer is required to include Contractor Registration No. in Attachment B. Proposal submittal will be deemed as non-responsive and Bidder may be disqualified if Contractor Registration No. is not included in Attachment B. Proposer is alerted to changes to California Prevailing Wage compliance requirements as defined in Senate Bill 854 (Stat. 2014, Chapter 28), and California Labor Code Sections 1770, 1771, 1725.5, 1777, 1813 and 1815.**

L. PERFORMANCE AND PAYMENT BONDS

Performance and payment bond requirements will be applicable when work is performed on South Coast AQMD premises.

Before execution of the Contract, the Contractor shall file surety bonds in the amounts and for the purpose specified in the Request for Proposal (RFP). Bonds shall be issued by a surety who is listed in the latest version of U.S. Department of Treasury Circular 570, who is authorized to issue bonds in California, and whose bonding limitation shown in said circular is sufficient to provide bonds in the amount required by the Contract shall be approved by South Coast AQMD. Bonds from all other sureties shall be accompanied by all of the documents enumerated in the Code of Civil Procedure, Section 995.660a).

Each bond shall incorporate, by reference, the Contract and be signed by both the Bidder and Surety. The signature of the authorized agent of the Surety shall be notarized. The Contractor shall provide 2 good and sufficient surety bonds.

PERFORMANCE BOND

The Performance Bond shall be for 100 percent of the Contract Price to guaranty faithful performance of all work, within the time prescribed, in a manner satisfactory to South Coast AQMD, and that all materials and workmanship will be free from original or developed defects. The bond must remain in effect until the end of all warranty periods as set forth in the Contract Documents

The selected Contractor shall be required to furnish and pay all bond premiums, costs and incidentals listed below.

Should any bond become insufficient, the Contractor shall renew the bond within 10 days after receiving notice from South Coast AQMD.

Should any surety at any time be unsatisfactory to South Coast AQMD, notice to the effect will be given to the Contractor. No further payments shall be deemed due or will be made under the Contract until a new surety qualifies and is accepted by South Coast AQMD.

Changes in the Project or extension of time, made pursuant to the Contract, shall in no way release the Contractor or Surety from the obligation. Notice of such changes or extensions shall be waived by the Surety.

PAYMENT BOND

Within fourteen days after execution of the Contract by South Coast AQMD and prior to performing any work under the Contract, the CONTRACTOR shall file with South Coast AQMD a Payment Bond (material and labor bond) in an amount equal to one hundred percent (100%) of the contract price to satisfy claims of material suppliers and of mechanics and laborers employed by the Contractor to perform the work.

The Payment Bond shall be not for less than 100 percent (100%) of the Contract price to satisfy claims of material suppliers, mechanics, and laborers employed on the Project. The Bond shall be maintained by the Contractor in full force and effect until the performance of the Contract is accepted by South Coast AQMD and until all claims for materials and labor are paid, and otherwise comply with the Civil Code. Contractor shall provide South Coast AQMD with Conditional Lien Releases with each payment request and Unconditional Lien Releases for the final payment for all material suppliers, mechanics and laborers employed on the Project.

UNSATISFACTORY SURETIES

Should any Surety, at any time, be deemed unsatisfactory by South Coast AQMD, notice will be given to the Contractor to that effect. No further payments shall be deemed due or will be made under the Contract until a new Surety shall qualify and be accepted by South Coast AQMD.

EFFECT OF CHANGES IN THE WORK/EXTENSIONS OF TIME ON THE SURETY

Changes in the work, or extensions of time, made pursuant to the Contract, shall in no way release the Contractor or the Surety from their obligations under the bond. Notice of such changes or extensions shall be waived by the Surety.

SECTION X: FUNDING

The total South Coast AQMD funding available for this RFP is \$35,000,000. Multiple awards are anticipated from this RFP. Due to the varied nature of the work, the actual award amounts cannot be determined at this time, and the total amount of funding to be recommended for the Board's consideration for each contract will be dependent upon each awarded proposal's technical merits. Sufficient funds are available in the Clean Fuels Program Fund.

SECTION XI: SAMPLE CONTRACT

A sample contract to carry out the work described in this RFP is available on South Coast AQMD's website at <http://www.aqmd.gov/grants-bids> or upon request from the RFP Contact Person (Section II)

ATTACHMENT A**PARTICIPATION IN THE PROCUREMENT PROCESS**

- A. It is the policy of South Coast Air Quality Management District (South Coast AQMD) to ensure that all businesses including minority business enterprises, women business enterprises, disabled veteran business enterprises and small businesses have a fair and equitable opportunity to compete for and participate in South Coast AQMD contracts.

B. Definitions:

The definition of minority, women or disadvantaged business enterprises set forth below is included for purposes of determining compliance with the affirmative steps requirement described in Paragraph G below on procurements funded in whole or in part with federal grant funds which involve the use of subcontractors. The definition provided for disabled veteran business enterprise, local business, small business enterprise, Zero or Near-Zero emission vehicle business and off-peak hours delivery business are provided for purposes of determining eligibility for point or cost considerations in the evaluation process.

1. "Women business enterprise" (WBE) as used in this policy means a business enterprise that meets all of the following criteria:
 - a. a business that is at least 51 percent (51%) owned by one or more women, or in the case of any business whose stock is publicly held, at least 51 percent (51%) of the stock is owned by one or more or women.
 - b. a business whose management and daily business operations are controlled by one or more women.
 - c. a business which is a sole proprietorship, corporation, or partnership with its primary headquarters office located in the United States, which is not a branch or subsidiary of a foreign corporation, foreign firm, or other foreign-based business.
2. "Disabled veteran" as used in this policy is a United States military, naval, or air service veteran with at least 10 percent (10%) service-connected disability who is a resident of California.
3. "Disabled veteran business enterprise" (DVBE) as used in this policy means a business enterprise that meets all the following criteria:
 - a. is a sole proprietorship or partnership of which at least 51 percent (51%) is owned by one or more disabled veterans or, in the case of a publicly owned business, at least 51 percent (51%) of its stock is owned by one or more disabled veterans; a subsidiary which is wholly owned by a parent corporation but only if at least 51 percent (51%) of the voting stock of the parent corporation

- is owned by one or more disabled veterans; or a joint venture in which at least 51 percent (51%) of the joint venture's management and control and earnings are held by one or more disabled veterans.
- b. the management and control of the daily business operations are by one or more disabled veterans. The disabled veterans who exercise management and control are not required to be the same disabled veterans as the owners of the business.
 - c. is a sole proprietorship, corporation, or partnership with its primary headquarters office located in the United States, which is not a branch or subsidiary of a foreign corporation, firm, or other foreign-based business.
4. "Local business" as used in this policy means a company that has an ongoing business within geographical boundaries of South Coast AQMD at the time of bid or proposal submittal and performs 90 percent (90%) of the work related to the contract within the geographical boundaries of South Coast AQMD and satisfies the requirements of subparagraph H below. Proposals for legislative representation, such as in Sacramento, California or Washington D.C. are not eligible for local business incentive points.
 5. "Small business" as used in this policy means a business that meets the following criteria:
 - a. 1) an independently owned and operated business; 2) not dominant in its field of operation; 3) together with affiliates is either:
 - A service, construction, or non-manufacturer with 100 or fewer employees, and average annual gross receipts of ten million dollars (\$10,000,000) or less over the previous three years, or
 - A manufacturer with 100 or fewer employees.
 - b. "Manufacturer" means a business that is both of the following:
 - 1) Primarily engaged in the chemical or mechanical transformation of raw materials or processed substances into new products.
 - 2) Classified between Codes 311000 and 339000, inclusive, of the North American Industrial Classification System (NAICS) Manual published by the United States Office of Management and Budget, 2007 edition.
 6. "Joint ventures" as defined in this policy pertaining to certification means that one party to the joint venture is a DVBE or small business and owns at least 51 percent (51%) of the joint venture.
 7. "Zero or Near-Zero Emission Vehicle Business" as used in this policy means a company or contractor that uses Zero or Near-Zero emission vehicles in conducting deliveries to South Coast AQMD. Zero or Near-Zero emission vehicles

include vehicles powered by electric, compressed natural gas (CNG), liquefied natural gas (LNG), liquefied petroleum gas (LPG), ethanol, methanol and hydrogen and are certified to 90 percent (90%) or lower of the existing standard.

8. "Off-Peak Hours Delivery Business" as used in this policy means a company or contractor that commits to conducting deliveries to South Coast AQMD during off-peak traffic hours defined as between 10:00 a.m. and 3:00 p.m.
9. "Benefits Incentive Business" as used in this policy means a company or contractor that provides janitorial, security guard or landscaping services to South Coast AQMD and commits to providing employee health benefits (as defined below in Section VIII.D.2.d) for full time workers with affordable deductible and co-payment terms.
10. "Minority Business Enterprise" as used in this policy means a business that is at least 51 percent (10%) owned by one or more minority person(s), or in the case of any business whose stock is publicly held, at least 51 percent of the stock is owned by one or more or minority persons.
 - a. a business whose management and daily business operations are controlled by one or more minority persons.
 - b. a business which is a sole proprietorship, corporation, or partnership with its primary headquarters office located in the United States, which is not a branch or subsidiary of a foreign corporation, foreign firm, or other foreign-based business.
 - c. "Minority person" for purposes of this policy, means a Black American, Hispanic American, Native-American (including American Indian, Eskimo, Aleut, and Native Hawaiian), Asian-Indian (including a person whose origins are from India, Pakistan, and Bangladesh), Asian-Pacific-American (including a person whose origins are from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the United States Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, and Taiwan).
11. "Most Favored Customer" as used in this policy means that the South Coast AQMD will receive at least as favorable pricing, warranties, conditions, benefits and terms as other customers or clients making similar purchases or receiving similar services.
12. "Disadvantaged Business Enterprise" as used in this policy means a business that is an entity owned and/or controlled by a socially and economically disadvantaged individual(s) as described by Title X of the Clean Air Act Amendments of 1990 (42 U.S.C. 7601 note) (10% statute), and Public Law 102-389 (42 U.S.C. 4370d)(8% statute), respectively:
 - a Small Business Enterprise (SBE);
 - a Small Business in a Rural Area (SBRA);
 - a Labor Surplus Area Firm (LSAF); or

- a Historically Underutilized Business (HUB) Zone Small Business Concern, or a concern under a successor program.
- C. Under Request for Quotations (RFQ), DVBEs, DVBE business joint ventures, small businesses, and small business joint ventures shall be granted a preference in an amount equal to 5 percent (5%) of the lowest cost responsive bid. Zero or Near-Zero Emission Vehicle Businesses shall be granted a preference in an amount equal to 5 percent of the lowest cost responsive bid. Off-Peak Hours Delivery Businesses shall be granted a preference in an amount equal to 2 percent (2%) of the lowest cost responsive bid. Local businesses (if the procurement is not funded in whole or in part by federal grant funds) shall be granted a preference in an amount equal to 2 percent (2%) of the lowest cost responsive bid. Businesses offering Most Favored Customer status shall be granted a preference in an amount equal to 2 percent (2%) of the lowest cost responsive bid.
- D. Under Request for Proposals, DVBEs, DVBE joint ventures, small businesses, and small business joint ventures shall be awarded ten (10) points in the evaluation process. A non-DVBE or large business shall receive seven (7) points for subcontracting at least 25 percent (25%) of the total contract value to a DVBE and/or small business. Zero or Near-Zero Emission Vehicle Businesses shall be awarded five (5) points in the evaluation process. On procurements which are not funded in whole or in part by federal grant funds local businesses shall receive five (5) points. Off-Peak Hours Delivery Businesses shall be awarded two (2) points in the evaluation process. Businesses offering Most Favored Customer status shall be awarded two (2) points in the evaluation process.
- E. South Coast AQMD will ensure that discrimination in the award and performance of contracts does not occur on the basis of race, color, sex, national origin, marital status, sexual preference, creed, ancestry, medical condition, or retaliation for having filed a discrimination complaint in the performance of South Coast AQMD contractual obligations.
- F. South Coast AQMD requires Contractor to be in compliance with all state and federal laws and regulations with respect to its employees throughout the term of any awarded contract, including state minimum wage laws and OSHA requirements.
- G. When contracts are funded in whole or in part by federal funds, and if subcontracts are to be let, the Contractor must comply with the following, evidencing a good faith effort to solicit disadvantaged businesses. Contractor shall submit a certification signed by an authorized official affirming its status as a MBE or WBE, as applicable, at the time of contract execution. South Coast AQMD reserves the right to request documentation demonstrating compliance with the following good faith efforts prior to contract execution.
1. Ensure Disadvantaged Business Enterprises (DBEs) are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local Government recipients,

this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.

2. Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
 3. Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and Local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
 4. Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
 5. Using the services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
 6. If the prime contractor awards subcontracts, require the prime contractor to take the above steps.
- H. To the extent that any conflict exists between this policy and any requirements imposed by federal and state law relating to participation in a contract by a certified MBE/WBE/DVBE as a condition of receipt of federal or state funds, the federal or state requirements shall prevail.
- I. When contracts are not funded in whole or in part by federal grant funds, a local business preference will be awarded. For such contracts that involve the purchase of commercial off-the-shelf products, local business preference will be given to suppliers or distributors of commercial off-the-shelf products who maintain an ongoing business within the geographical boundaries of South Coast AQMD. However, if the subject matter of the RFP or RFQ calls for the fabrication or manufacture of custom products, only companies performing 90 percent (90%) of the manufacturing or fabrication effort within the geographical boundaries of South Coast AQMD shall be entitled to the local business preference. Proposals for legislative representation, such as in Sacramento, California or Washington D.C. are not eligible for local business incentive points.
- J. In compliance with federal fair share requirements set forth in 40 CFR Part 33, South Coast AQMD shall establish a fair share goal annually for expenditures with federal funds covered by its procurement policy.

ATTACHMENT B

Certifications and Representations



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178

(909) 396-2000 • www.aqmd.gov

Business Information Request

Dear South Coast AQMD Contractor/Supplier:

South Coast Air Quality Management District (South Coast AQMD) is committed to ensuring that our contractor/supplier records are current and accurate. If your firm is selected for award of a purchase order or contract, it is imperative that the information requested herein be supplied in a timely manner to facilitate payment of invoices. In order to process your payments, we need the enclosed information regarding your account. **Please review and complete the information identified on the following pages, remember to sign all documents for our files, and return them as soon as possible to the address below:**

**Attention: Accounts Payable, Accounting Department
South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765-4178**

If you do not return this information, we will not be able to establish you as a vendor. This will delay any payments and would still necessitate your submittal of the enclosed information to our Accounting department before payment could be initiated. Completion of this document and enclosed forms would ensure that your payments are processed timely and accurately.

If you have any questions or need assistance in completing this information, please contact Accounting at (909) 396-3777. We appreciate your cooperation in completing this necessary information.

Sincerely,

Sujata Jain
Chief Financial Officer

DH:nd

Enclosures: Business Information Request
Disadvantaged Business Certification
W-9
Form 590 Withholding Exemption Certificate
Federal Contract Debarment Certification
Campaign Contributions Disclosure



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178

(909) 396-2000 • www.aqmd.gov

BUSINESS INFORMATION REQUEST

Business Name	
Division of	
Subsidiary of	
Website Address	
Type of Business <i>Check One:</i>	☐ Individual ☐ DBA, Name _____, County Filed in _____ ☐ Corporation, ID No. _____ ☐ LLC/LLP, ID No. _____ ☐ Other _____

REMITTING ADDRESS INFORMATION

Address			
City/Town			
State/Province		Zip	
Phone	() - Ext	Fax	() -
Contact			
E-mail Address			
Payment Name if Different			

All invoices must reference the corresponding Purchase Order Number(s)/Contract Number(s) if applicable and mailed to:

Attention: Accounts Payable, Accounting Department
South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765-4178

BUSINESS STATUS CERTIFICATIONS

Federal guidance for utilization of disadvantaged business enterprises allows a vendor to be deemed a small business enterprise (SBE), minority business enterprise (MBE) or women business enterprise (WBE) if it meets the criteria below.

- is certified by the Small Business Administration or
- is certified by a state or federal agency or
- is an independent MBE(s) or WBE(s) business concern which is at least 51 percent owned and controlled by minority group member(s) who are citizens of the United States.

Statements of certification:

As a prime contractor to South Coast AQMD, _____ (name of business) will engage in good faith efforts to achieve the fair share in accordance with 40 CFR Section 33.301, and will follow the six affirmative steps listed below **for contracts or purchase orders funded in whole or in part by federal grants and contracts.**

1. Place qualified SBEs, MBEs, and WBEs on solicitation lists.
2. Assure that SBEs, MBEs, and WBEs are solicited whenever possible.
3. When economically feasible, divide total requirements into small tasks or quantities to permit greater participation by SBEs, MBEs, and WBEs.
4. Establish delivery schedules, if possible, to encourage participation by SBEs, MBEs, and WBEs.
5. Use services of Small Business Administration, Minority Business Development Agency of the Department of Commerce, and/or any agency authorized as a clearinghouse for SBEs, MBEs, and WBEs.
6. If subcontracts are to be let, take the above affirmative steps.

Self-Certification Verification: Also for use in awarding additional points, as applicable, in accordance with South Coast AQMD Procurement Policy and Procedure:

Check all that apply:

- | | |
|---|--|
| ☐ Small Business Enterprise/Small Business Joint Venture | ☐ Women-owned Business Enterprise |
| ☐ Local business | ☐ Disabled Veteran-owned Business Enterprise/DVBE Joint Venture |
| ☐ Minority-owned Business Enterprise | ☐ Most Favored Customer Pricing Certification |

Percent of ownership: _____ %

Name of Qualifying Owner(s): _____

State of California Public Works Contractor Registration No. _____ MUST BE INCLUDED IF BID PROPOSAL IS FOR PUBLIC WORKS PROJECT.

I, the undersigned, hereby declare that to the best of my knowledge the above information is accurate. Upon penalty of perjury, I certify information submitted is factual.

NAME

TITLE

TELEPHONE NUMBER

DATE

Definitions

Disabled Veteran-Owned Business Enterprise means a business that meets all of the following criteria:

- is a sole proprietorship or partnership of which is at least 51 percent owned by one or more disabled veterans, or in the case of any business whose stock is publicly held, at least 51 percent of the stock is owned by one or more disabled veterans; a subsidiary which is wholly owned by a parent corporation but only if at least 51 percent of the voting stock of the parent corporation is owned by one or more disabled veterans; or a joint venture in which at least 51 percent of the joint venture's management and control and earnings are held by one or more disabled veterans.
- the management and control of the daily business operations are by one or more disabled veterans. The disabled veterans who exercise management and control are not required to be the same disabled veterans as the owners of the business.
- is a sole proprietorship, corporation, partnership, or joint venture with its primary headquarters office located in the United States and which is not a branch or subsidiary of a foreign corporation, firm, or other foreign-based business.

Joint Venture means that one party to the joint venture is a DVBE and owns at least 51 percent of the joint venture. In the case of a joint venture formed for a single project this means that DVBE will receive at least 51 percent of the project dollars.

Local Business means a business that meets all of the following criteria:

- has an ongoing business within the boundary of South Coast AQMD at the time of bid application.
- performs 90 percent of the work within South Coast AQMD's jurisdiction.

Minority-Owned Business Enterprise means a business that meets all of the following criteria:

- is at least 51 percent owned by one or more minority persons or in the case of any business whose stock is publicly held, at least 51 percent of the stock is owned by one or more minority persons.
- is a business whose management and daily business operations are controlled or owned by one or more minority person.
- is a business which is a sole proprietorship, corporation, partnership, joint venture, an association, or a cooperative with its primary headquarters office located in the United States, which is not a branch or subsidiary of a foreign corporation, foreign firm, or other foreign business.

"Minority" person means a Black American, Hispanic American, Native American (including American Indian, Eskimo, Aleut, and Native Hawaiian), Asian-Indian American (including a person whose origins are from India, Pakistan, or Bangladesh), Asian-Pacific American (including a person whose origins are from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the United States Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, or Taiwan).

Small Business Enterprise means a business that meets the following criteria:

- a. 1) an independently owned and operated business; 2) not dominant in its field of operation; 3) together with affiliates is either:
 - A service, construction, or non-manufacturer with 100 or fewer employees, and average annual gross receipts of ten million dollars (\$10,000,000) or less over the previous three years, or
 - A manufacturer with 100 or fewer employees.
- b. Manufacturer means a business that is both of the following:
 - 1) Primarily engaged in the chemical or mechanical transformation of raw materials or processed substances into new products.
 - 2) Classified between Codes 311000 to 339000, inclusive, of the North American Industrial Classification System (NAICS) Manual published by the United States Office of Management and Budget, 2007 edition.

Small Business Joint Venture means that one party to the joint venture is a Small Business and owns at least 51 percent of the joint venture. In the case of a joint venture formed for a single project this means that the Small Business will receive at least 51 percent of the project dollars.

Women-Owned Business Enterprise means a business that meets all of the following criteria:

- is at least 51 percent owned by one or more women or in the case of any business whose stock is publicly held, at least 51 percent of the stock is owned by one or more women.
- is a business whose management and daily business operations are controlled or owned by one or more women.
- is a business which is a sole proprietorship, corporation, partnership, or a joint venture, with its primary headquarters office located in the United States, which is not a branch or subsidiary of a foreign corporation, foreign firm, or other foreign business.

Most Favored Customer as used in this policy means that the South Coast AQMD will receive at least as favorable pricing, warranties, conditions, benefits and terms as other customers or clients making similar purchases or receiving similar services.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
or	
Employer identification number	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ▶

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant. Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

TAXABLE YEAR

CALIFORNIA FORM

2021 Withholding Exemption Certificate**590**

The payee completes this form and submits it to the withholding agent. The withholding agent keeps this form with their records.

Withholding Agent Information

Name

Payee Information

Name

☐ SSN or ITIN ☐ FEIN ☐ CA Corp no. ☐ CA SOS file no.

Address (apt./ste., room, PO box, or PMB no.)

City (If you have a foreign address, see instructions.)

State ZIP code

Exemption Reason**Check only one box.**

By checking the appropriate box below, the payee certifies the reason for the exemption from the California income tax withholding requirements on payment(s) made to the entity or individual.

☐ **Individuals — Certification of Residency:**

I am a resident of California and I reside at the address shown above. If I become a nonresident at any time, I will promptly notify the withholding agent. See instructions for General Information D, Definitions.

☐ **Corporations:**

The corporation has a permanent place of business in California at the address shown above or is qualified through the California Secretary of State (SOS) to do business in California. The corporation will file a California tax return. If this corporation ceases to have a permanent place of business in California or ceases to do any of the above, I will promptly notify the withholding agent. See instructions for General Information D, Definitions.

☐ **Partnerships or Limited Liability Companies (LLCs):**

The partnership or LLC has a permanent place of business in California at the address shown above or is registered with the California SOS, and is subject to the laws of California. The partnership or LLC will file a California tax return. If the partnership or LLC ceases to do any of the above, I will promptly inform the withholding agent. For withholding purposes, a limited liability partnership (LLP) is treated like any other partnership.

☐ **Tax-Exempt Entities:**

The entity is exempt from tax under California Revenue and Taxation Code (R&TC) Section 23701 (insert letter) or Internal Revenue Code Section 501(c) (insert number). If this entity ceases to be exempt from tax, I will promptly notify the withholding agent. Individuals cannot be tax-exempt entities.

☐ **Insurance Companies, Individual Retirement Arrangements (IRAs), or Qualified Pension/Profit-Sharing Plans:**

The entity is an insurance company, IRA, or a federally qualified pension or profit-sharing plan.

☐ **California Trusts:**

At least one trustee and one noncontingent beneficiary of the above-named trust is a California resident. The trust will file a California fiduciary tax return. If the trustee or noncontingent beneficiary becomes a nonresident at any time, I will promptly notify the withholding agent.

☐ **Estates — Certification of Residency of Deceased Person:**

I am the executor of the above-named person's estate or trust. The decedent was a California resident at the time of death. The estate will file a California fiduciary tax return.

☐ **Nonmilitary Spouse of a Military Servicemember:**

I am a nonmilitary spouse of a military servicemember and I meet the Military Spouse Residency Relief Act (MSRRA) requirements. See instructions for General Information E, MSRRA.

CERTIFICATE OF PAYEE: Payee must complete and sign below.To learn about your privacy rights, how we may use your information, and the consequences for not providing the requested information, go to ftb.ca.gov/forms and search for 1131. To request this notice by mail, call 800.852.5711.

Under penalties of perjury, I declare that I have examined the information on this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. I further declare under penalties of perjury that if the facts upon which this form are based change, I will promptly notify the withholding agent.

Type or print payee's name and title

Telephone

Payee's signature ▶

Date

2021 Instructions for Form 590

Withholding Exemption Certificate

References in these instructions are to the California Revenue and Taxation Code (R&TC).

General Information

California Revenue and Taxation Code (R&TC) Section 18662 requires withholding of income or franchise tax on payments of California source income made to nonresidents of California. For more information, See General Information B, Income Subject to Withholding.

Registered Domestic Partners (RDPs) – For purposes of California income tax, references to a spouse, husband, or wife also refer to a California RDP unless otherwise specified. For more information on RDPs, get FTB Pub. 737, Tax Information for Registered Domestic Partners.

A Purpose

Use Form 590, Withholding Exemption Certificate, to certify an exemption from nonresident withholding.

Form 590 does not apply to payments of backup withholding. For more information, go to ftb.ca.gov and search for **backup withholding**.

Form 590 does not apply to payments for wages to employees. Wage withholding is administered by the California Employment Development Department (EDD). For more information, go to edd.ca.gov or call 888.745.3886.

Do not use Form 590 to certify an exemption from withholding if you are a **seller of California real estate**. Sellers of California real estate use Form 593, Real Estate Withholding Statement, to claim an exemption from the real estate withholding requirement.

The following are excluded from withholding and completing this form:

- The United States and any of its agencies or instrumentalities.
- A state, a possession of the United States, the District of Columbia, or any of its political subdivisions or instrumentalities.
- A foreign government or any of its political subdivisions, agencies, or instrumentalities.

B Income Subject to Withholding

Withholding is required on the following, but is not limited to:

- Payments to nonresidents for services rendered in California.
- Distributions of California source income made to domestic nonresident partners, members, and S corporation shareholders and allocations of California source income made to foreign partners and members.
- Payments to nonresidents for rents if the payments are made in the course of the withholding agent's business.
- Payments to nonresidents for royalties from activities sourced to California.

- Distributions of California source income to nonresident beneficiaries from an estate or trust.
- Endorsement payments received for services performed in California.
- Prizes and winnings received by nonresidents for contests in California.

However, withholding is optional if the total payments of California source income are \$1,500 or less during the calendar year.

For more information on withholding, get FTB Pub. 1017, Resident and Nonresident Withholding Guidelines. To get a withholding publication, see Additional Information.

C Who Certifies this Form

Form 590 is certified (completed and signed) by the payee. California residents or entities exempt from the withholding requirement should complete Form 590 and submit it to the withholding agent before payment is made. The withholding agent is then relieved of the withholding requirements if the agent relies in good faith on a completed and signed Form 590 unless notified by the Franchise Tax Board (FTB) that the form should not be relied upon.

An incomplete certificate is invalid and the withholding agent should not accept it. If the withholding agent receives an incomplete certificate, the withholding agent is required to withhold tax on payments made to the payee until a valid certificate is received. In lieu of a completed exemption certificate, the withholding agent may accept a letter from the payee as a substitute explaining why they are not subject to withholding. The letter must contain all the information required on the certificate in similar language, including the under penalty of perjury statement and the payee's taxpayer identification number (TIN).

The certification does not need to be renewed annually. The certification on Form 590 remains valid until the payee's status changes. The withholding agent must retain a copy of the certification or substitute for at least five years after the last payment to which the certification applies. The agent must provide it to the FTB upon request.

If an entertainer (or the entertainer's business entity) is paid for a performance, the entertainer's information must be provided.

Do not submit the entertainer's agent or promoter information.

The grantor of a grantor trust shall be treated as the payee for withholding purposes. Therefore, if the payee is a grantor trust and one or more of the grantors is a nonresident, withholding is required. If all of the grantors on the trust are residents, no withholding is required. Resident grantors can check the box on Form 590 labeled "Individuals — Certification of Residency."

D Definitions

For California nonwage withholding purposes:

- **Nonresident** includes all of the following:
 - Individuals who are not residents of California.
 - Corporations not qualified through the California Secretary of State (CA SOS) to do business in California or having no permanent place of business in California.
 - Partnerships or limited liability companies (LLCs) with no permanent place of business in California.
 - Any trust without a resident grantor, beneficiary, or trustee, or estates where the decedent was not a California resident.
- **Foreign** refers to non-U.S.

For more information about determining resident status, get FTB Pub. 1031, Guidelines for Determining Resident Status. Military servicemembers have special rules for residency. For more information see General Information E, Military Spouse Residency Relief Act (MSRRA), and FTB Pub. 1032, Tax Information for Military Personnel.

Permanent Place of Business:

A corporation has a permanent place of business in California if it is organized and existing under the laws of California or it has qualified through the CA SOS to transact intrastate business. A corporation that has not qualified to transact intrastate business (e.g., a corporation engaged exclusively in interstate commerce) will be considered as having a permanent place of business in California only if it maintains a permanent office in California that is permanently staffed by its employees.

E Military Spouse Residency Relief Act (MSRRA)

Generally, for tax purposes you are considered to maintain your existing residence or domicile. If a military servicemember and nonmilitary spouse have the same state of domicile, the MSRRA provides:

- A spouse shall not be deemed to have lost a residence or domicile in any state solely by reason of being absent to be with the servicemember serving in compliance with military orders.
- A spouse shall not be deemed to have acquired a residence or domicile in any other state solely by reason of being there to be with the servicemember serving in compliance with military orders.

Domicile is defined as the one place:

- Where you maintain a true, fixed, and permanent home.
- To which you intend to return whenever you are absent.

**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters**

The prospective participant certifies to the best of its knowledge and belief that it and the principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgement rendered against them or commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction: violation of Federal or State antitrust statute or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Typed Name & Title of Authorized Representative

Signature of Authorized Representative Date

q I am unable to certify to the above statements. My explanation is attached.



CAMPAIGN CONTRIBUTIONS DISCLOSURE

In accordance with California law, bidders and contracting parties are required to disclose, at the time the application is filed, information relating to any campaign contributions made to South Coast Air Quality Management District (SCAQMD) Board Members or members/alternates of the Mobile Source Air Pollution Reduction Review Committee (MSRC) or MSRC Technical Advisory Committee (TAC), including: the name of the party making the contribution (which includes any parent, subsidiary or otherwise related business entity, as defined below), the amount of the contribution, and the date the contribution was made. 2 C.C.R. §18438.8(b). Where a proposed or proposed amended rule impacts three or fewer facilities, those facilities will be treated in much the same manner as contracting parties and so must also complete this form, disclosing information relating to any campaign contributions made to any SCAQMD Board Members. See Quadri Advice Letter (2002) A-02.096.¹ In the event that a qualifying campaign contribution is made, the Board Member to whom it was made may be disqualified from participating in the actions involving that donor.

California law prohibits a party, or an agent, from making campaign contributions to SCAQMD Governing Board Members or members/alternates of the MSRC or TAC of more than \$500 while their contract or permit is pending before the SCAQMD; and further prohibits a campaign contribution from being made for twelve (12) months following the date of the final decision by the Governing Board or the MSRC or TAC on a donor's contract or permit. Gov't Code §84308(d). For purposes of reaching the \$500 limit, the campaign contributions of the bidder or contractor plus contributions by its parents, affiliates, and related companies of the contractor or bidder are added together. 2 C.C.R. §18438.5.

In addition, SCAQMD Board Members or members/alternates of the MSRC or TAC must abstain from voting on a contract or permit if they have received a campaign contribution from a party or participant² to the proceeding, or agent, totaling more than \$500 in the 12-month period prior to the consideration of the item by the Governing Board or the MSRC. Gov't Code §84308(c).

The list of current SCAQMD Governing Board Members can be found at the SCAQMD website (www.aqmd.gov). The list of current MSRC and TAC members/alternates can be found at the MSRC website (<http://www.cleantransportationfunding.org>).

SECTION I.

Contractor (Legal Name): _____

- ☐ DBA, Name _____, County Filed in _____

☐ Corporation, ID No. _____

☐ LLC/LLP, ID No. _____

List any parent, subsidiaries, or otherwise affiliated business entities of Contractor:
(See definition below).

¹ The information provided on this form does not, and is not intended to, constitute legal advice. To the extent that you may have questions regarding any case law, citations, or legal interpretations provided above please seek the guidance of your own independent counsel.

² In accordance with California law, a person or entity with a financial interest in a proceeding or particular governmental decision, who is not a party but who actively supports or opposes a particular decision, qualifies as a "participant" in that proceeding for purposes of California Code of Regulations Section 84308. A participant has both a financial interest in the proceeding and communicates with the agency or an officer of the agency for purposes of influencing the proceeding.

SECTION II.

Has Contractor or Participant and/or any parent, subsidiary, or affiliated company, or agent thereof, or persons who direct or control campaign contributions for these entities, made a campaign contribution(s) totaling \$500 or more in the aggregate to a current member of the South Coast Air Quality Management Governing Board or member/alternate of the MSRC or TAC in the 12 months preceding the date of execution of this disclosure?

☐ Yes ☐ No

If YES, complete Section II below and then sign and date the form.

If NO, sign and date below. Include this form with your submittal.

Name(s) of Contributor(s) or Person(s) who Directed or Controlled this Contribution:

Governing Board Member or MSRC or MSRC-TAC Member/Alternate	Amount of Contribution	Date of Contribution
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Name(s) of Contributor(s) or Person(s) who Directed or Controlled this Contribution:

Governing Board Member or MSRC or MSRC-TAC Member/Alternate	Amount of Contribution	Date of Contribution
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Name(s) of Contributor(s) or Person(s) who Directed or Controlled this Contribution:

Governing Board Member or MSRC or MSRC-TAC Member/Alternate	Amount of Contribution	Date of Contribution
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Name(s) of Contributor(s) or Person(s) who Directed or Controlled this Contribution:

Governing Board Member or MSRC or MSRC-TAC Member/Alternate	Amount of Contribution	Date of Contribution
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I declare the foregoing disclosures to be true and correct.

By: _____

Title: _____

Date: _____