



Business Entity Form

EA Engineering
225 Schilling Circle
Suite 400
Hunt Valley, MD 21031
Phone (410) 584-7000
Fax (410) 771-1625

Company Name: _____

Doing Business As Name(s): _____

Primary Address _____ Remittance Address (if different from primary) _____

Contact: _____

Title _____

Phone () - _____ Phone () - _____

Fax () - _____ Fax () - _____

E-mail _____ E-mail _____

Taxpayer ID _____ Dunn & Bradstreet (DUNS#) _____

- W-9 Form will also be required for new vendors.

Business Classification

- Corporation Partnership Individual or Sole Proprietorship
LLP LLC

Experience Modification Ratio (EMR) Current EMR: _____

Socioeconomic Status

It is EA's policy to identify and assist businesses, which are defined as either small, small disadvantaged, woman owned, or HUB Zone businesses (definitions are on the second page). Please check all that apply below. Size determinations are based on the NAICS/SIC code appropriate for the work being performed. Size standard determinations are found in the Federal Acquisition Regulation (FAR) Part 19.102 or Section 13 CFR 121.4

Primary NAICS/SIC Code(s): _____ Size Standard (Revenue or Employees) _____

- Large Business Historically Black College
 Small Business HUB Zone Business *
 Woman Owned Small Business Foreign Owned Business
 Veteran Owned Small Business Service Disabled Veteran Owned Small Business
 Disadvantaged Small Business * If the company represents that it is a small disadvantaged business, it must indicate that it's qualifying ownership is within one of the following checked categories.

- ____ Subcontinent Asia _____ Black American _____ Hispanic American
____ Asian-Pacific American _____ Native American _____ Other

* For Federally funded work, HUB Zone businesses must be certified by the Small Business Administration and will be checked against the Central Contractor Registration (CCR).

Printed Name/Title _____ Signature _____ Date _____

I certify that the information provided above to the best of my knowledge is true and correct. I execute this certification as of the day and year stated above

Companies that provide services will be required to provide certificates of insurance naming EA as an additional insured for each project that they work under. Areas of coverage should include: General Liability, Automotive and Workers Comp.



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Definitions:

Small Business concern means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on government contracts, and qualified as a small business under the criteria and size standards, based on NAICS/SIC business codes. Size codes can be found at www.sba.gov/size/index.html

Some commonly used NAICS codes are as follows:

For contracts under \$10,000, the size limit is 500 employees (FAR 19.701)

237110 - Water Well Drilling \$31,000,000.00

541360-Geophysical Surveying and Mapping Services \$4,500,000.00

541380-Testing Labs \$11,000,000.00

237990-Heavy Construction (Dredging and Surface Clean Up) \$31,000,000.00

Small Disadvantaged Business concern: is a certification provided by the Small Business Administration (SBA). In general, it means a small business concern that is at least 51 percent owned by one or more individuals who are US Citizens, who are both socially and economically disadvantaged, or a publicly owned business having at least 51 percent of its stock owned by one or more socially and economically disadvantaged individuals and has its management and daily business controlled by one or more such individuals. Certifications are valid for three years. Certified Small Disadvantaged Businesses may be available for a 10% price evaluation adjustment on competitive Federal contracts.

- (a) "Socially disadvantaged individuals" means individuals who have been subjected to racial or ethnic prejudice, or cultural bias because of their identity as a member of a group without regard to their qualities as individuals.
- (b) Economically disadvantaged individuals" means socially disadvantaged individuals whose ability to compete in the free enterprise system is impaired due to diminished opportunities to obtain capital and credit as compared to theirs in the same line of business who are not socially disadvantaged. Individuals who certified that they are members of the named groups (Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, or Subcontinent Asian Americans) are to be considered socially and economically disadvantaged. Please see 63 FR 35767 SBA Final Rule (124103 page 35741) for further details.
- (c) Certification as a disadvantaged business can be provided by the SBA to non-designated groups, if the owners/operators can established individual social disadvantaged based upon "a Preponderance of the Evidence." Please see 63 FR 35767 SBA Final Rule (124103 page 35741) for further details.

Women-Owned Business concern means a small business concern that is at least 51 percent owned by a woman or group of women to be a legitimate Women-owned business.

8(a) Program is a program sponsored by the Small Business Administration (SBA) to assist a small disadvantaged business (SDB) for a period of eight (8) or nine (9) years. In order to qualify for this program the company must be in existence for at least 2 years and qualify as a small disadvantaged business. 8(a) certification automatically provides SDB certification. The 8(a) Program provides SDBs:

- Business development training
- Assistance in obtaining loans and bonds
- Leads to contracting opportunities

HUBZone Business Concern: means a small business concern that is a small business, owned and controlled only by US citizens, whose principal office is located in a HUB (Historically Underutilized Business) Zone, and has at least 35% of the concern's employee's residing in a HUB Zone. HUB Zone businesses may be available for a 10% price evaluation adjustment on competitive Federal contracts.

The SBA must provide the HUBZone certification.

For more information, size standard determinations may be found in the Federal Acquisition Regulation (FAR) Part 19.102 or Section 13 CFR 121.4.