STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

COMMERCIALLY USEFUL FUNCTION (CUF) CERTIFICATION FORM

ADM-3025 (NEW 03/2018)

Solicitation Number

Every Department of General Services (DGS) Certified Small Business (SB), Micro Business (MB), and Disabled Veteran Business Enterprise (DVBE) Services must complete this form if they will perform an element of the work and/or goods.

1. CONTRACTOR NAME

Business Name	DGS Certification Number	DGS Certification Expiration Date

2. COMMERCIALLY USEFUL FUNCTION (CUF)

All certified SB, MB, and/or DVBE prime contractors, subcontractors, suppliers, or primes that use a SB, MB, DVBE subcontractor must meet the commercially useful function requirements under Government Code Section 14837 (d)(4) (for SB/MB) and Military and Veterans Code Section 999(b)(5)(B) (for DVBE). **Please answer the following questions, as they apply to your company for the goods and/or services being acquired in this solicitation. Complete this form by prime contractor and for each subcontractor used in the fulfillment of acquired goods and/or services.**

Mark all that apply	☐ SB	☐ MB	☐ DVBE

1	If awarded a contract, will your business be responsible for the execution of a distinct element of the resulting work and/or goods?	☐ Yes	☐ No
2	If awarded a contract, will your business carry out the obligation of the contract by actually performing, managing, or supervising the work and/or goods involved?	☐ Yes	☐ No
3	If awarded a contract, will you perform work and / or supply goods that is normal for your business, service, and functions?	☐ Yes	☐ No
4	If awarded a contract, will your business subcontract a portion of the work and/or goods greater than would be expected by normal industry practices?	☐ Yes	☐ No
5	If awarded a contract, will your business role be limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of SB and/or DVBE participation?	☐ Yes	☐ No

A response of "No" in questions 1-3 or a response of "Yes" in question 4 may result in your quote being deemed non-responsive and disqualified.

3. WRITTEN STATEMENT

Provide a written statement below detailing the role, services, and/or goods your company will provide to meet the commercially useful function requirement.

CERTIFICATION

By signing the bid response (Request For Quote/Notice To Bidder Solicitation), you are certifying under penalty of perjury that the information provided on the CUF Certification Form is true and correct.

ADA Notice For individuals with sensory disabilities, this document is available in alternate formats. For alternate format information, contact the Forms Management Unit at (279) 234-2284, TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.