



City of Highland
27215 Base Line
Highland, CA 92346
Pho: 909-864-8732 Fax: 909-862-3180

September 4, 2015

South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765
Via: on-line submittal to Cynthia@cleantransportationfunding.org
Phone: 909-396-3269 FAX: 909-396-3682

Subject: Application for Mobile Source Air Pollution Reduction Review Committee (MSRC)
Clean Transportation Funding ■ 2015 Local Government Match Program

Attention: Cynthia Ravenstein, MSRC Contracts Administrator

Cynthia:

The City of Highland presents the attached Application for 2013 Local Government Match Program Funding in the amount of \$264,500 to design and construct the "Boulder Avenue Improvements Project".

Sincerely,

Ernest Wong
Public Works Director/City Engineer

BICYCLE INFRASTRUCTURE & RELATED PROGRAMS FORMS

PART A - APPLICANT INFORMATION – PA2015-11

Active Transportation Projects

(Return this page as part of your Match Program application)

A. Please provide the following applicant information in the space provided.

Applicant Name: City of Highland
Address: 27215 Base Line
Highland, CA 92346
Contact Person: Ernest Wong Title: Public Works Director/City Engineer
Telephone Number: 909-864-8732, ext. 212 Fax #: 909-862-3180
E-Mail Address: ewong@cityofhighland.org
Contractor Registration
Number: RCE 37413

B. Please answer the following questions:

- | | YES | NO |
|--|--------------------------|-------------------------------------|
| 1. Are you submitting a Joint Application with other Cities/Counties? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. If "Yes", are you authorized to act on behalf of all participants? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If "Yes", please provide the names of all other project participants.
Please designate if the other participants are public agencies or
private entities: | PUBLIC | PRIVATE |
| a) _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| b) _____ | <input type="checkbox"/> | <input type="checkbox"/> |

PART B – PROJECT DESCRIPTION/STATEMENT OF WORK

Active Transportation Programs

(Return this page as part of your Match Program application)

- A. Please indicate the category(s) of Bicycle Infrastructure or Related Programs for which an MSRC funding match is sought:

Pedestrian Projects

- Complete Streets Pedestrian Access Projects

Bicycle-Related Projects

- Bicycle Lanes (Class I & II)
 Bicycle Shared Lane Markings/Sharrows

Bicycle Infrastructure

- Bike Lockers
 Bike Racks
 "Bike Station"-type Amenities at City or County-Owned Transit Stations
 Bike Racks on Buses
 Road Surface Bicycle Detection Systems
 Bicycle Corrals at Intersections/Other Pavement Markings
 Bicycle Purchases (non-recreational)

Bike Sharing Programs

- Bicycles
 Docking Equipment
 Bike Sharing Technology Hardware & Software

Active Transportation Outreach & Education Projects

- Outreach & Education (\$50,000 maximum MSRC Match limitation; also see Section I.B.3.)

- B. **PROJECT DESCRIPTION:** Please describe the proposed Active Transportation project, including: a) technical description of the proposed project:
- i. For Complete Streets pedestrian access projects, please include a description of the proposed pedestrian improvements, including location, major employment sites or activity centers located along the proposed route(s);

BOULDER AVENUE IMPROVEMENTS PROJECT

Located in the City of Highland

REGIONAL MAP



PROJECT LOCATION MAP



BOULDER AVENUE IMPROVEMENTS PROJECT (SAN MANUEL VILLAGE ENTRANCE TO GREENSPOT ROAD):

The proposed MSRC project will be part of a larger project which includes complete street improvements including sidewalks, bikeways, transit stops, lighting, raised medians, landscaping, bridge enhancements, sound-wall enhancements, and signal synchronization. The purpose of the larger project is to reduce fuel consumption, vehicle emissions and noise pollution; improve area aesthetics, safety and efficiency; promote economic development; and extend service life of the public infrastructure. The portion of the project improvements proposed herein for MSRC funding will encourage non-motorized transportation through enhanced visibility and improved and more convenient accessibility to activity centers, trails and public transit.

PROJECT CHARACTERISTICS:

The improvements proposed in this project will be constructed within existing right-of-way along a 2-mile segment of Boulder Avenue within the City of Highland, bound on the north by San Manuel Village Entrance and on the south by Greenspot Road.



Boulder Avenue Developments

Boulder Avenue is an existing 4-lane, 2-way Primary Arterial having a 110'-wide right-of-way and a 98'-wide curb-to-curb separation. The majority of this heavily-traveled corridor is divided by a 22'-wide raised center median. The posted speed limit is 50 miles per hour.

Boulder Avenue has a large number of existing and proposed development sites within the project limits. Cumulatively, the existing developments are considered significant traffic generators, including the San Manuel Village, the Beaver Medical Center, a middle school, an elementary school, a mini-storage facility, the City's main post office, a Wal-Mart Super Store, the Albertson's/Walgreens shopping centers, many retail stores, banks, restaurants, professional services, and two major sand and gravel mining operations and processing plants.

Located immediately west of Boulder Avenue on Greenspot Road, between SR-210 and Boulder Avenue, is the City's Golden Triangle Project Area currently under development. Lowes, In-N-Out, LA-Fitness, and Staples among others have opened for business. There are currently 116 acres vacant in the Golden Triangle ready for continued development that will be served by an improved Boulder Avenue.

Average Daily Trips: Average daily trips on Boulder Avenue within the project limits, taken from the City of Highland General Plan EIR, shows a sizable increase of traffic volume as the adjacent areas continue to develop. Existing (2006) average daily trips is 12,500; Projected 2030 average daily trips is 21,300.

Traffic Signalization: Boulder Avenue, within the 2-mile project limits, has six signalized intersections, out of which three intersections are also entrances to major shopping and medical centers.

Transit Service and Accessibility: Omnitrans, the regional transit service, operates a bus route along Boulder Avenue. Currently, there are nine transit stops located within the project limits.

Truck Route: Boulder Avenue is a designated Truck Route.

Bikeway: Boulder Avenue is a designated Class II bikeway and has existing bike lanes within the project limits connecting to the City's bikeway network at Base Line and Greenspot Road. The regional Class II bikeway on Greenspot Road provides connection to the City of San Bernardino and the Santa Ana River Trail.

SPECIFIC IMPROVEMENTS PROPOSED HEREIN FOR MSRC FUNDING:

The following is an itemized summary of each of the specific improvements proposed herein for MSRC funding. Locations of the various improvements are shown on the attached Proposed Improvement Plans.

- 1) Traffic Signal Interconnect System. A new hard-wired traffic signal interconnect system will be installed to coordinate signal operations at 6 signalized intersections along 2 miles of Boulder Avenue to improve system performance. The proposed new interconnect system will result in reduced travel times which will in-turn result in reduced fuel consumption, reduced vehicle emissions, and improved safety along this important corridor. (See Traffic Signal Interconnect and Bicycle Detection Improvements Exhibit Below)
- 2) Sidewalks, Handicap Ramps and Bus Stop Access. New sidewalks will be constructed to close gaps and provide continuity in the City's existing sidewalk network along a 0.8 mile long segment of Boulder Avenue between City Creek and Greenspot Road, and a new handicap ramp will be constructed at the northeast corner of the Greenspot Road/Boulder Avenue intersection. Thirty existing handicap ramps within the project limits will be improved to meet with current ADA standards, including installation of truncated domes. Modifications to existing bus stops, in accordance with the Regional Transit Authority's current standards for handicap accessibility, will be constructed at 9 existing bus stops within the project limits for improved ADA accessibility to transit. These proposed sidewalk, ramp, and bus stop improvements will improve user safety and provide better accessibility throughout the project limits, including accessibility to transit services for all pedestrians. The new sidewalks will be constructed to meander along the existing 20'-wide parkways, and will not only provide continuity for pedestrians, but will improve area aesthetics and thereby encourage pedestrian usage and help to encourage economic development in one of the City's most important districts. (See Sidewalk and Trail Improvements Exhibit Below)
- 3) Non-Motorized Access Enhancements. This project will construct handicap accessibility and lighting improvements at the intersection of the non-motorized-use pathway located on both sides of Boulder Avenue at the City Creek crossing, providing safer and more convenient accessibility for non-motorized travelers to access the public amenities located on Boulder Avenue, including transit stops. (See Sidewalk and Trail Improvements Exhibit Below)
- 4) Street Lighting. This project will install energy-efficient lights to provide much-needed safety improvement and that will provide for more convenient and safer pedestrian travel.
- 5) Bikeway Improvements: In-roadway bicycle detection will be installed at 6 signalized intersections along the entire two mile project limits to make bicycling more convenient and to help promote bicycle usage

(See Traffic Signal Interconnect and Bicycle Detection Improvements Exhibit Below). Bike way-finding signs will also be installed.



TRAFFIC SIGNAL INTERCONNECT AND BICYCLE DETECTION IMPROVEMENTS EXHIBIT

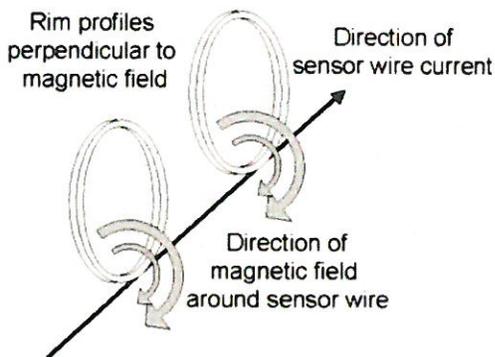


SIDEWALK AND TRAIL IMPROVEMENTS EXHIBIT



BIKE WAY-FINDING SIGNS WILL BE INSTALLED

This project will install way-finding signs that will include guidance and information for bicyclists so that they may safely and conveniently find connections to many destinations including businesses, activity centers, recreation facilities, the Santa Ana River Trail, and other regional bicycle routes. These decorative signs will be highly visible, attract attention to the bikeways, and help to promote use of bicycles as a fun and healthy alternative to vehicular travel.



IN-ROADWAY BICYCLE DETECTION WILL BE INSTALLED

Because all of the improvements proposed herein are located along a key bikeway route in the City's bikeway network, and to modernize and improve safety and mobility for the bikeway users, the City proposes to install bicycle sensor loops at all 6 signalized intersections within the project limits.



STREET LIGHTING WILL BE INSTALLED

This project will install new energy-efficient LED street lights to improve visibility and safety and to help promote non-motorized commutes.

Boulder Avenue is a major Transit Corridor having 9 bus stops within the project limits that facilitate mobility for pedestrians in the East Valley area of San Bernardino County through multiple connections with busses and providing regional connections via Metrolink to destinations throughout Southern California.

CLEAN AIR

This project will help reduce air pollution from motor vehicles in the South Coast Air Quality Management District.

It is estimated (based on the City of Highlands General Plan Circulation Element) that by Year 2030, 21,300 average daily trips by motorized vehicles will occur along Boulder Avenue. The proposed new pedestrian improvements will encourage walking as an alternative to motorized transportation along this important corridor.

SAFETY

Within the past 5 years there has been 74 traffic accidents reported along Boulder Avenue within the Project limits. Of the 74 traffic accidents, 26 resulted in injury and 1 fatality.

Through implementation of traffic calming techniques, including reduction in travel lane-widths and construction of a raised center median and sidewalks, this project will help reduce traffic speed, and improve safety for non-motorized usage and thereby help promote Active Transportation.



BOULDER AVENUE (BEFORE PROJECT)



BOULDER AVENUE (AFTER PROJECT)

C. **STATEMENT OF WORK:** Please provide a Statement of Work for the proposed bicycle infrastructure or related project. Include all Project Tasks as they relate to project design, development, and implementation. Each Task should be described with sufficient detail to adequately convey the work to be performed.

The City of Highland will administer this project from design through construction, and will contract with various consultants to perform the following work.

- **Task 1 – Design Engineering**
 - Records search and field survey necessary to develop base plan of existing conditions
 - Prepare base plan of existing conditions
 - Preliminary planning to establish design concept and cost analysis to ensure cost efficiency
 - Prepare final plans, specifications and estimates for construction
 - Advertise for construction bids
- **Task 2 – Construction Engineering:**
 - Field inspection
 - Construction contract administration
 - Accounting
 - Reporting
- **Task 3 – Construction:**
 - Construct proposed bikeway improvements as outlined herein.

ITEMIZED PROJECT COST ESTIMATE

Purple Shading Indicates MSRC Eligible Components. Only items in purple shaded cells will participate in MSRC Project funding, all other components will be paid with funds other than MSRC.

No.	Description	Qty	Unit	Unit Price	Cost
1	Pavement Rehabilitation and Striping				\$167,610.00
1a	0.15' Cold Plane (Base Line incl intersection to south BCR KFC Dwy)	57000	SF	\$0.25	\$14,250.00
	0.15' AC Inlay (Base Line to north bridge line)	57000	SF	\$1.00	\$57,000.00
	Pavement Markings	4500	LF	\$0.60	\$2,700.00
	1% Pavement R&R Contingency (.58'AC/1.0'AB)	570	SF	\$7.50	\$4,275.00
	Subtotal				\$78,225.00
1b	Slurry Seal (Eucalyptus to 975' north)	56000	SF	\$0.25	\$14,000.00
	0.15' AC Inlay (Eucalyptus to 975' north)	0	SF	\$1.00	\$0.00
	Pavement Markings	5850	LF	\$0.60	\$3,510.00
	1% Pavement R&R Contingency (.58'AC/1.0'AB)	560	AF	\$7.50	\$4,200.00
	Subtotal				\$21,710.00
1c	Slurry Seal (Eucalyptus to Greenspot)	175000	SF	\$0.25	\$43,750.00
	0.15' AC Inlay (Eucalyptus to Greenspot)	0	SF	\$1.00	\$0.00

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2013 Local Government Match Program

	Pavement Markings	14100	LF	\$0.60	\$8,460.00
	1% Pavement R&R Contingency (.58'AC/1.0'AB)	1750	AF	\$7.50	\$13,125.00
	Subtotal				\$65,335.00
1d	0.15' Cold Plane (Greenspot to N. line Elder Creek)	0	SF	\$0.30	\$0.00
	0.15' AC Inlay (Greenspot to N. line Elder Creek)	0	SF	\$1.00	\$0.00
	Pavement Markings	3900	LF	\$0.60	\$2,340.00
	5% Pavement R&R Contingency (.58'AC/1.0'AB)	0	AF	\$7.50	\$0.00
	Subtotal				\$2,340.00
2	Street Lighting				\$180,500.00
2a	Street Lighting Conduit	1	LS	\$25,000.00	\$25,000.00
2b	Street Lighting (Decorative LED on Bridge)	10	EA	\$7,500.00	\$75,000.00
2c	Street Lighting (New LED N/O Eucalyptus)	2	EA	\$2,000.00	\$4,000.00
2d	Convert existing from HPSV to LED (N/O Eucalyptus)	14	EA	\$1,000.00	\$14,000.00
2e	Convert existing from HPSV to LED (Eucalyptus to Greenspot Rd)	22	EA	\$1,000.00	\$22,000.00
2f	Non-Motorized Access Connection and Lighting	1	LS	\$40,500.00	\$40,500.00
3	Sidewalk and Bus Stop Access				\$155,500.00
3a	Sidewalk (S. BCR KFC Dwy to Eucalyptus-both sides)	27410	SF	\$3.00	\$82,230.00
3b	Sidewalk (Eucalyptus to Webster-east side only)	3420	SF	\$3.00	\$10,260.00
3c	Sidewalk (Webster to 247' south-east side only)	988	SF	\$3.00	\$2,964.00
3d	Sidewalk (Webster to Greenspot -west side only)	2300	SF	\$3.00	\$6,900.00
3e	Bus Stop Access Modifications	9	EA	\$1,000.00	\$9,000.00
4	Sidewalk Ramp ADA Modifications				\$15,000.00
4a	Install Truncated Domes at Existing Ramp	30	EA	\$400.00	\$12,000.00
4b	ADA Compliant Sidewalk Ramp Modifications at SWC Base Line	1	EA	\$1,000.00	\$1,000.00
4c	NEW Sidewalk Ramp (NEC Greenspot/Boulder)	1	EA	\$2,000.00	\$2,000.00
5	Signal Interconnect				\$177,600.00
5a	Signal Interconnect (Hampton Inn Entrance to BCR KFC Entrance)	4320	LF	\$25.00	\$108,000.00
5b	Signal Interconnect (BCR KFC to Eucalyptus)	2320	LF	\$10.00	\$23,200.00
5c	Signal Interconnect (Eucalyptus to Greenspot)	2320	LF	\$20.00	\$46,400.00
5d	Signal Interconnect (Greenspot to S. city limit)	0	LF	\$0.00	\$0.00
6	Bikeway Improvements				\$23,200.00
6a	In-Roadway Bicycle Detection	24	EA	\$800.00	\$19,200.00
6b	Bicycle Way-Finding Sign	16	EA	\$250.00	\$4,000.00
7	Median Curb and Match-up Pavement				\$167,650.00
7a	Median Curb incl match-up pavement section (between SR330 and Pacific)	2390	LF	\$35.00	\$83,650.00
7b	Median Curb incl match-up pavement section (between S. side bridge to Eucalyptus)	0	LF	\$35.00	\$0.00
7c	Median Curb incl match-up pavement section (between Eucalyptus and Webster)	1600	LF	\$35.00	\$56,000.00

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2013 Local Government Match Program

7d	Median Curb incl match-up pavement section (between Webster and Greenspot)	800	LF	\$35.00	\$28,000.00
8	Landscape and Irrigation				\$1,029,668.00
8a	Irrigation Meter Connection Charge	3	EA	\$15,700.00	\$47,100.00
8b	1-1/2" Irrigation Meter	3	EA	\$2,400.00	\$7,200.00
8c	1-1/2" Master Valve	3	EA	\$600.00	\$1,800.00
8c	1-1/2" Backflow Preventer	3	EA	\$1,800.00	\$5,400.00
8e	Irrigation Controllers	3	EA	\$11,000.00	\$33,000.00
8f	Median Landscape and Irrigation (SR330 to Pacific)	25000	SF	\$5.62	\$140,500.00
8g	Median and Parkway Landscape and Irrigation (S. side bridge to Eucalyptus)	104000	SF	\$5.62	\$584,480.00
8h	Median Landscape and Irrigation (Eucalyptus to Webster)	27200	SF	\$5.62	\$152,864.00
8i	Median Landscape and Irrigation (Webster to Greenspot)	10200	SF	\$5.62	\$57,324.00
9	Bridge and Soundwall Modifications				\$75,240.00
9a	Anti-Graffiti Clear Coating (Bridge)	11480	SF	\$5.00	\$57,400.00
9b	Anti-Graffiti Clear Coating (Sound Wall)	5000	SF	\$0.00	\$0.00
9c	Sound Wall Pillaster Veneer	192	SF	\$20.00	\$3,840.00
9c	Barrier Rail Architectural Treatment	1	LS	\$10,000.00	\$10,000.00
9e	Identification Plaque on Bridge	2	EA	\$2,000.00	\$4,000.00

Total	
Construction	
Items:	\$1,991,968.00
5%	
Contengencies:	\$99,598.40
Construction	
Engineering:	\$230,072.30
Design	
Engineering:	\$156,867.48
Environmental:	\$50,000.00
Total:	\$2,528,506.18
SAY	\$2,529,000.00
PNRS	\$2,000,000.00
Max. allowed	
MSRC Match	\$264,500.00
Local Match	\$264,500.00

PART C - PROJECT BUDGET
Active Transportation Programs

(Return this Form as part of your Match Program application only if you are applying for Active Transportation Program match funding)

A. Please provide your Current Unallocated Subvention Fund Balance: \$0.00

B. Please provide the following Active Transportation Project Cost by Category Information:

PROJECT COSTS BY FUNDING CATEGORY	AMOUNT
1. AB 2766 SUBVENTION FUNDS APPLIED TO ACTIVE TRANSPORTATION PROJECT FROM EXISTING UNALLOCATED BALANCE:	\$0.00
2. AB 2766 SUBVENTION FUNDS APPLIED TO ACTIVE TRANSPORTATION PROJECT FROM NEXT YEAR ALLOCATION (FY 2015/2016):	\$0.00
3. OTHER FUNDS APPLIED TO ACTIVE TRANSPORTATION PROJECT (NOT TO EXCEED \$500,000):	\$264,500
4. TOTAL AB 2766 SUBVENTION FUNDS AND OTHER FUNDS APPLIED TO PROJECT (SUM OF LINES 1, 2, and 3):	\$264,500
5. AMOUNT OF MSRC MATCH FUNDING REQUESTED (MAXIMUM AMOUNT IS EQUAL TO LINE 4 (DOLLAR FOR DOLLAR MATCH OF LINE 4 NOT TO EXCEED \$500,000*):	\$264,500
6. ADDITIONAL PROJECT CO-FUNDING FROM OTHER SOURCES:	\$2,000,000
7. TOTAL PROJECT COST:	\$2,529,000

*Active Transportation Education & Outreach Projects are limited to a maximum MSRC match of \$50,000; also see Section I.B.3..

PART C - PROJECT BUDGET CONTINUED

Active Transportation Programs

(Return this page as part of your Match Program application only if you are applying for bicycle infrastructure or related program match funding)

- C. As applicable, please list all active transportation project costs by Cost Element. Please provide as much detail as practicable when specifying project costs. For example, please provide labor categories, hourly rates, number of hours, etc. when defining labor costs.

CAPITAL EQUIPMENT COSTS (bicycles or related infrastructure hardware, etc.): **\$0.00**

DIRECT LABOR COSTS: **\$0.00**

OTHER DIRECT COSTS, INCLUDING SUBCONTRACTORS:

1. Design Engineering	\$207,000
2. Construction Engineering	\$230,000
3. Construction	\$2,092,000
TOTAL OTHER DIRECT COSTS:	\$2,529,000

TOTAL PROJECT COST: \$2,529,000

PART D - PROJECT IMPLEMENTATION SCHEDULE

Active Transportation Programs

(Return this page as part of your Match Program application)

Please provide, either in the space outlined below or separate attached sheet, a Milestone Schedule for your proposed Match Program project. The schedule should include anticipated start and completion dates for each task, activity, or milestone identified in PART B, "Project Description/Statement of Work".

The format requirements for the Project Implementation Schedule are flexible. A template is provided below:

PROJECT MILESTONE	START DATE	COMPLETION
Example: Task 1 – Site Design & Permitting...	Authority to Proceed (ATP) + one month	ATP + 3 months
Design Engineering	ATP + 1 Month	ATP + 15 Months
Construction Engineering	ATP + 18 Months	ATP + 24 Months
Construction	ATP + 18 Months	ATP + 21 Months

Section V: CERTIFICATIONS

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <p style="text-align: center; font-size: 1.2em;">City of Highland</p>		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification: check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input checked="" type="checkbox"/> Other (see instructions) ▶ <u>Local Government</u>		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>3</u> Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) <p style="text-align: center; font-size: 1.2em;">27215 Base Line</p>		Requester's name and address (optional)
	6 City, state, and ZIP code <p style="text-align: center; font-size: 1.2em;">Highland, CA 92346</p>		
	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 Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number									
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Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶ <u>9/3/15</u>
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General Instructions

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

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

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?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester.
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details).

3. The IRS tells the requester that you furnished an incorrect TIN.

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

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

Abuse 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, list first, and then circle, the name of the person or entity whose number you entered in Part I of 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)(ii). 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 in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8822 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in 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

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

- A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)
- B—The United States or any of its agencies or instrumentalities
- C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)
- E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)
- F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state
- G—A real estate investment trust
- H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940
 - I—A common trust fund as defined in section 584(a)
 - J—A bank as defined in section 581
 - K—A broker
 - L—A trust exempt from tax under section 664 or described in section 4947(a)(1)
 - M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

- 1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.
- 2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.
- 3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.
- 4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).
- 5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN.
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, *Identity Theft Prevention and Victim Assistance*.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4776 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-368-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit irs.gov to learn more about identity theft and how to reduce your risk.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ¹
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ² The actual owner ³
5. Sole proprietorship or disregarded entity owned by an individual	The owner ⁴
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁵
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁶
9. Corporation or LLC electing corporate status on Form 9832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

YEAR

CALIFORNIA FORM

2015 Withholding Exemption Certificate

590

The payee completes this form and submits it to the withholding agent.

Withholding Agent (Type or print)

Name

Payee

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 reason box below that applies to the payee.

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.

Under penalties of perjury, I hereby certify that the information provided in this document is, to the best of my knowledge, true and correct. If conditions change, I will promptly notify the withholding agent.

Payee's name and title (type or print)

Chuck Douthett Dir of Admin Services

Telephone

(909) 864-6861

Payee's signature ▶

[Handwritten Signature]

Date

9/3/13

2015 Instructions for Form 590

Withholding Exemption Certificate

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

General Information

Registered Domestic Partners (RDP) – For purposes of California income tax, references to a spouse, husband, or wife also refer to a Registered Domestic Partner (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 information on California backup withholding, 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-C, Real Estate Withholding Certificate, to claim an exemption from real estate withholding.

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

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.

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 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 certificate on the preprinted form, the withholding agent may accept as a substitute certificate a letter from the payee explaining why the payee is 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. The withholding agent must retain a copy of the certificate or substitute for at least four years after the last payment to which the certificate applies, and provide it upon request to the FTB.

For example, 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 non-wage 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, get 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 if it is a foreign corporation qualified to transact intrastate business by the CA SOS. 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.

A military servicemember's nonmilitary spouse is considered a nonresident for tax purposes if the servicemember and spouse have the same domicile outside of California and the spouse is in California solely to be with the servicemember who is serving in compliance with Permanent Change of Station orders.

California may require nonmilitary spouses of military servicemembers to provide proof that they meet the criteria for California personal income tax exemption as set forth in the MSRRRA.

Income of a military servicemember's nonmilitary spouse for services performed in California is not California source income subject to state tax if the spouse is in California to be with the servicemember serving in compliance with military orders, and the servicemember and spouse have the same domicile in a state other than California.

For additional information or assistance in determining whether the applicant meets the MSRRRA requirements, get FTB Pub. 1032.

Specific Instructions

Payee Instructions

Enter the withholding agent's name.

Enter the payee's information, including the taxpayer identification number (TIN) and check the appropriate TIN box.

You must provide an acceptable TIN as requested on this form. The following are acceptable TINs: social security number (SSN); individual taxpayer identification number (ITIN); federal employer identification number (FEIN); California corporation number (CA Corp no.); or CA SOS file number.

Private Mail Box (PMB) – Include the PMB in the address field. Write "PMB" first, then the box number. Example: 111 Main Street PMB 123.

Foreign Address – Enter the information in the following order: City, Country, Province/Region, and Postal Code. Follow the country's practice for entering the postal code. Do not abbreviate the country's name.

Check the box that reflects the reason why the payee is exempt from the California income tax withholding requirement.

Withholding Agent Instructions

Keep Form 590 for your records. Do not send this form to the FTB unless it has been specifically requested.

For more information, contact Withholding Services and Compliance, see Additional Information.

The payee must notify the withholding agent if any of the following situations occur:

- The individual payee becomes a nonresident.
- The corporation ceases to have a permanent place of business in California or ceases to be qualified to do business in California.
- The partnership ceases to have a permanent place of business in California.
- The LLC ceases to have a permanent place of business in California.
- The tax-exempt entity loses its tax-exempt status.

If any of these situations occur, then withholding may be required. For more information, get Form 592, Resident and Nonresident Withholding Statement, Form 592-B, Resident and Nonresident Withholding Tax Statement, and Form 592-V, Payment Voucher for Resident and Nonresident Withholding.

Additional Information

For additional information or to speak to a representative regarding this form, call the Withholding Services and Compliance telephone service at:

Telephone: 888.792.4900
916.845.4900
Fax: 916.845.9512

OR write to:

WITHHOLDING SERVICES AND
COMPLIANCE MS F182
FRANCHISE TAX BOARD
PO BOX 942867
SACRAMENTO CA 94267-0651

You can download, view, and print California tax forms and publications at ftb.ca.gov.

OR to get forms by mail write to:

TAX FORMS REQUEST UNIT
FRANCHISE TAX BOARD
PO BOX 307
RANCHO CORDOVA CA 95741-0307

For all other questions unrelated to withholding or to access the TTY/TDD numbers, see the information below.

Internet and Telephone Assistance

Website: ftb.ca.gov
Telephone: 800.852.5711 from within the United States
916.845.6500 from outside the United States
TTY/TDD: 800.822.6268 for persons with hearing or speech impairments

Asistencia Por Internet y Teléfono

Sitio web: ftb.ca.gov
Teléfono: 800.852.5711 dentro de los Estados Unidos
916.845.6500 fuera de los Estados Unidos
TTY/TDD: 800.822.6268 para personas con discapacidades auditivas o del habla



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 Board Members or members/alternates of the MSRC, 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).

California law prohibits a party, or an agent, from making campaign contributions to SCAQMD Governing Board Members or members/alternates of the Mobile Source Air Pollution Reduction Review Committee (MSRC) of more than \$250 while their contract or permit is pending before the SCAQMD; and further prohibits a campaign contribution from being made for three (3) months following the date of the final decision by the Governing Board or the MSRC on a donor's contract or permit. Gov't Code §84308(d). For purposes of reaching the \$250 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, Board Members or members/alternates of the MSRC must abstain from voting on a contract or permit if they have received a campaign contribution from a party or participant to the proceeding, or agent, totaling more than \$250 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 members/alternates can be found at the MSRC website (<http://www.cleantransportationfunding.org>).

SECTION I.

Contractor (Legal Name): City of Highland

<input type="checkbox"/> DBA, Name _____, County Filed in _____ <input type="checkbox"/> Corporation, ID No. _____ <input type="checkbox"/> LLC/LLP, ID No. _____

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

SECTION II.

Has Contractor and/or any parent, subsidiary, or affiliated company, or agent thereof, made a campaign contribution(s) totaling \$250 or more in the aggregate to a current member of the South Coast Air Quality Management Governing Board or member/alternate of the MSRC 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.**

Campaign Contributions Disclosure, *continued*:

Name of Contributor _____

Governing Board Member or MSRC Member/Alternate

Amount of Contribution

Date of Contribution

Name of Contributor _____

Governing Board Member or MSRC Member/Alternate

Amount of Contribution

Date of Contribution

Name of Contributor _____

Governing Board Member or MSRC Member/Alternate

Amount of Contribution

Date of Contribution

Name of Contributor _____

Governing Board Member or MSRC Member/Alternate

Amount of Contribution

Date of Contribution

I declare the foregoing disclosures to be true and correct.

By: 

Title: Director of Administrative Services

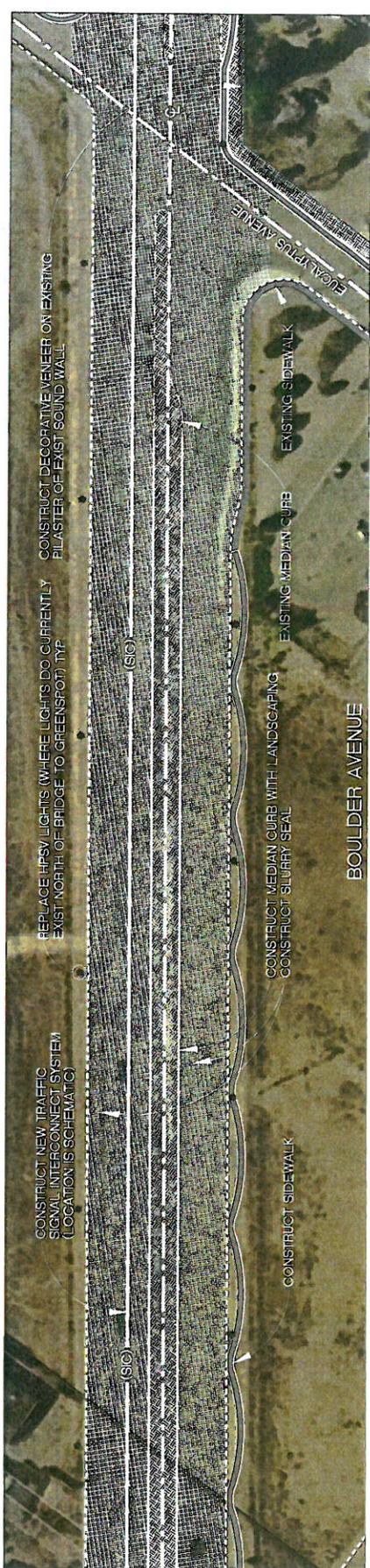
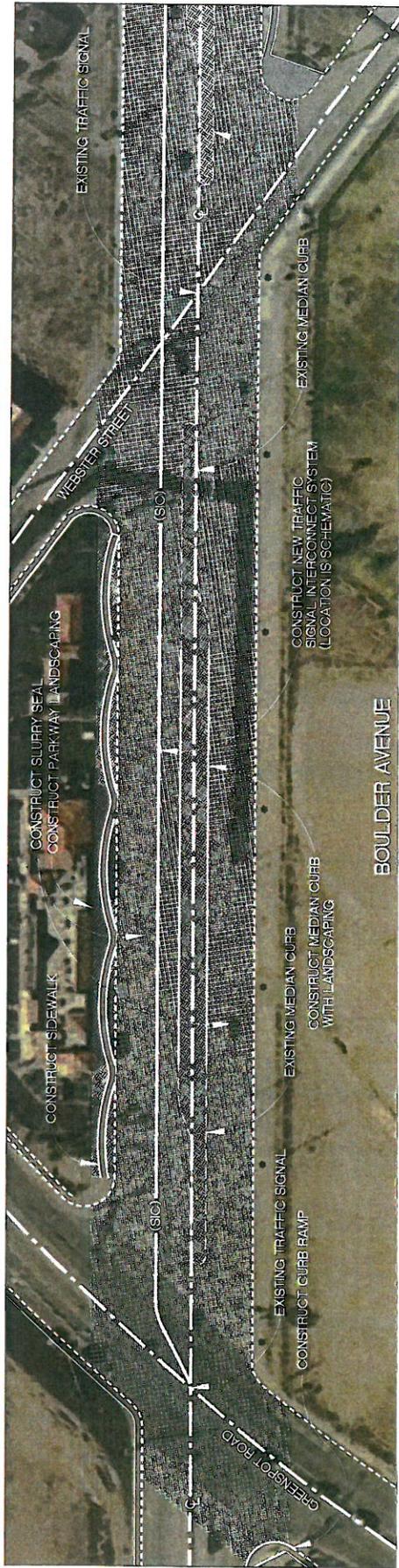
Date: 9/3/11

DEFINITIONS

Parent, Subsidiary, or Otherwise Related Business Entity (2 Cal. Code of Regs., §18703.1(d).)

- (1) **Parent subsidiary.** A parent subsidiary relationship exists when one corporation directly or indirectly owns shares possessing more than 50 percent of the voting power of another corporation.
- (2) **Otherwise related business entity.** Business entities, including corporations, partnerships, joint ventures and any other organizations and enterprises operated for profit, which do not have a parent subsidiary relationship are otherwise related if any one of the following three tests is met:
 - (A) One business entity has a controlling ownership interest in the other business entity.
 - (B) There is shared management and control between the entities. In determining whether there is shared management and control, consideration should be given to the following factors:
 - (i) The same person or substantially the same person owns and manages the two entities;
 - (ii) There are common or commingled funds or assets;
 - (iii) The business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis;
 - (iv) There is otherwise a regular and close working relationship between the entities; or
 - (C) A controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

PROPOSED IMPROVEMENT PLANS



LEGEND:

- CENTERLINE
- EXISTING CURB
- PROPOSED SIDEWALK
- EXISTING SIDEWALK
- PROPOSED PARKWAY/LANDSCAPING
- CONSTRUCT NEW SIGNAL (SEE NOTES)
- CONSTRUCT NEW SIGNAL INTERCONNECT SYSTEM (SEE NOTES)
- REPLACE HPSV LIGHTS (WHERE LIGHTS DO CURRENTLY EXIST NORTH OF BRIDGE TO GREENSPOT)
- REPLACE DECORATIVE VENEER ON EXISTING PILASTER OF EXIST SOUND WALL

SCALE: 1" = 40'

THE ENGINEERS, INC.
 2005 DODD AVENUE
 BERKELEY, CA 94707
 (925) 866-0440
 FAX: (925) 866-0446

TKE

CITY OF HIGHLAND
 BOULDER BRIDGE
 PANS EXHIBIT
 SHEET 1 OF 5





CITY OF HIGHLAND
BOULDER BRIDGE
PMS EXHIBIT
SHEET 4 OF 5

THE ENGINEERS, INC.
3305 CHOCOMA AVENUE
DENVER, CO 80202
(303) 488-5440
FAX: (303) 488-5446



- LEGEND:**
- CENTERLINE
 - EXISTING CURB
 - PROPOSED SIDEWALK
 - EXISTING SIDEWALK
 - PROPOSED SIDEWALK/RAISED LANDSCAPING
 - CONSTRUCT NEW PROPOSED LED LIGHTS (ON BRIDGE)
 - CONSTRUCT NEW PROPOSED LED LIGHTS (ON BRIDGE)
 - CONSTRUCT NEW TRAFFIC SIGNAL INTERCONNECT SYSTEM (LOCATION IS SCHEMATIC)
 - REPLACE TRAFFIC SIGNALS (TRAFFIC SIGNALS ARE CURRENTLY IN PLACE TO BE REPLACED)



CITY OF HIGHLAND
 BOULDER BRIDGE
 PMS EXHIBIT
 SHEET 5 OF 5

THE ENGINEERS, INC.
 1000 W. 10TH STREET, SUITE 100
 HIGHLAND, CA 92341
 (951) 886-0400
 FAX: (951) 886-1888



- LEGEND:**
-  CONTRIBUTE
 -  EXISTING CURB
 -  PROPOSED SIDEWALK
 -  EXISTING SIDEWALK
 -  PROPOSED SIDEWALK/PARKWAY LANDSCAPING
 -  CONSTRUCT NEW OCCUPANCY LED LIGHTS (ON SERVICE)
 -  CONSTRUCT NEW COMMERCIAL LED LIGHTS (IN LOCAL WALK-IN OR BRIDGE WALK-IN LIGHTS COMMUNITY LIGHT)
 -  REMOVE EXISTING LIGHTS (REMOVE LIGHTS OR COMMUNITY LIGHTS TO BE REPLACED BY BRIDGE OR BRIDGE TO BE REPLACED)