

EXHIBIT B
MINIMUM QUALIFICATIONS CERTIFICATION
(TO BE SUBMITTED ON RESPONDENT'S
LETTERHEAD)

All Respondents must sign and return this attachment, along with written evidence of how you meet each qualification. The undersigned hereby certifies that the Respondent submitting this response fulfills the minimum qualifications outlined below, as well as the requirements contained in the RFP.

Minimum Qualifications include:

All respondents must clearly show and document in the proposal the following minimum qualifications:

- Storage locations must be in Southern California.
- Must have at least 10 years of experience in records management, storage, digitization, and document destruction services.
- Must be NAID AAA certified.
- Must be SOC 2 Type II compliant.

The undersigned hereby certifies that they are an individual authorized to bind the Company/Firm contractually, and said signature authorizes verification of this information.

Authorized Signature

Date

Name and Title (please print)

Name of Company/Firm