





How to do Business with California State Government





Small Business / Disabled Veteran Business Enterprise



Get Public Procurement Information

CALIFORNIA DEPARTMENT OF GENERAL SERVICES | PROCUREMENT DIVISION

How to do Business with California State Government

Matt Zweier

Outreach Liaison

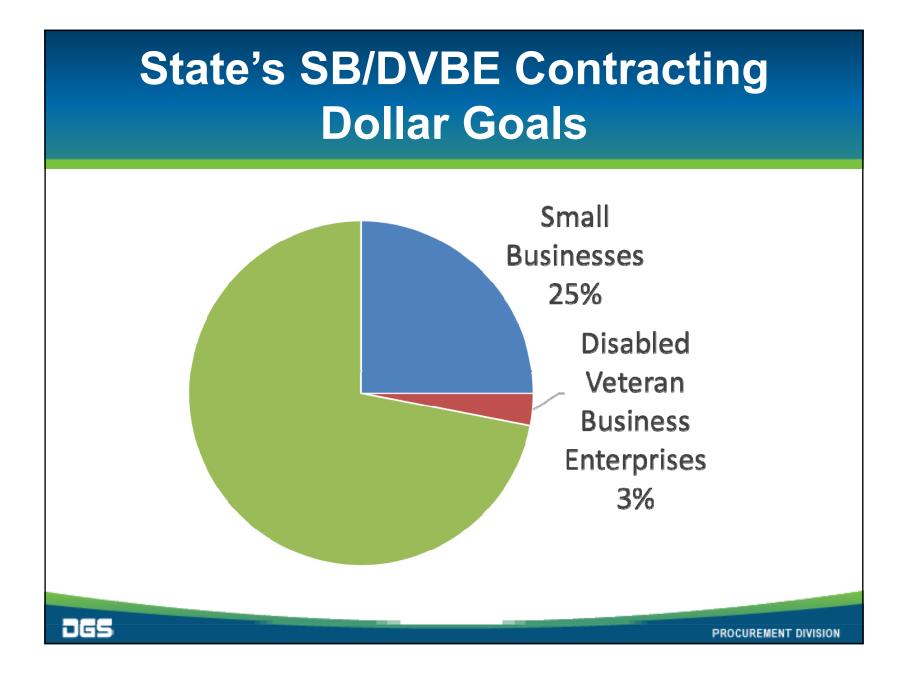
Department of General Services

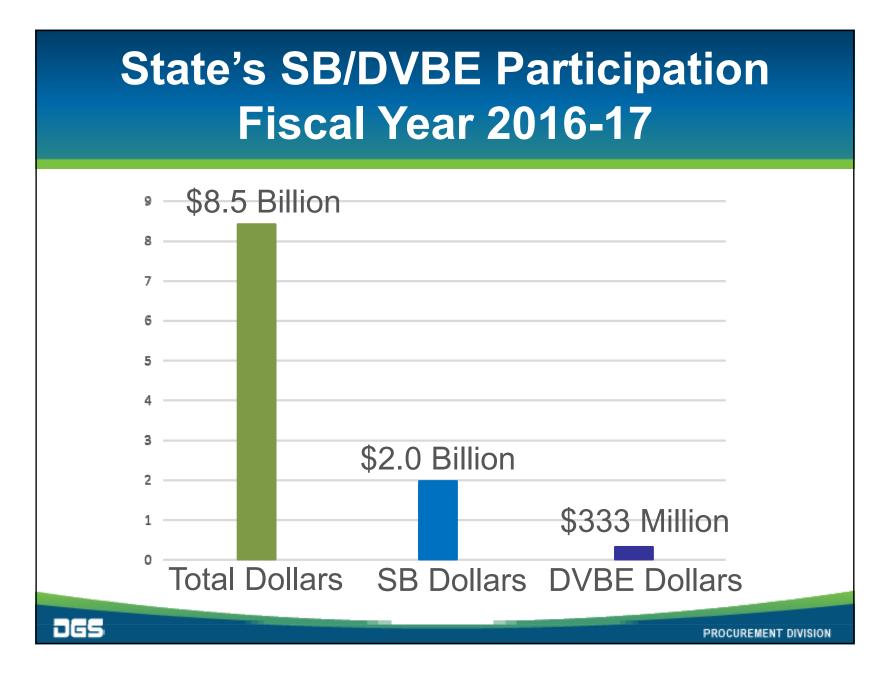


Topics

- Overview of SB/DVBE Program
- Small Business (SB) Certification
- Disabled Veteran Business Enterprise (DVBE)
 Certification
- Cal eProcure Registration/Certification
- California State Contracts Register (CSCR)
- State Contract & Procurement Registration
 System
- SB/DVBE Advocates
- Commercially Useful Function







State Certifications

- Small Business (SB)
- Disabled Veteran Business Enterprise (DVBE)



Small Business Eligibility Requirements

To be eligible for SB certification, the business must meet the following criteria:

- Must be independently owned and operated;
- Cannot be dominant in the field of operation;
- Must have its principal office located in California;



Small Business Eligibility Requirements

The business must also:

- Have its owners (or officers in the case of a corporation) domiciled in California;
- And, together with the affiliates, be either:
 - a business with 100 or fewer employees, and have an average annual gross receipts of \$15 million or less over the previous 3 tax years, or
 - a manufacturer with 100 or fewer employees



Small Business Eligibility Requirements

More information can be found at:

 http://www.dgs.ca.gov/pd/Programs/OSDS/ SBEligibilityBenefits.aspx

OR

by calling (916) 375-4940



For DVBE certification purposes, a "disabled veteran" is a veteran of the U.S. military, naval, or air service; and has a service connected disability of at least 10% or more as certified by the United States Department of Veteran Affairs and must be domiciled in the State of California.



- Most DVBEs can also be certified SBs
- To be eligible for DVBE certification, the business must meet the following criteria:
 - Be at least 51% owned by one or more disabled veterans (defined on next slide)
 - Limited Liability Companies (LLCs) must be wholly owned by one or more disabled veterans



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- Daily business operations must be managed and controlled by one or more disabled veterans.
 The disabled veteran(s) who manages and controls the business is not required to be the disabled veteran business owner(s)
- The home office must be located in the United States. The home office cannot be a branch or subsidiary of a foreign corporation, foreign firm, or other foreign based business.



More information can be found at:

http://www.dgs.ca.gov/pd/Programs/OSDS/DVBE
 EligibilityBenefits.aspx

OR

by calling (916) 375-4940



Benefits of Certification

- 5% Bid Preference for Small Business
- The State may offer up to a 5% incentive to DVBE's in the formal bid process
- As a California certified SB/DVBE, your firm is added to the Department of General Services' certified firm database



Cal eProcure

- Cal eProcure is the buying, selling and small business component of FI\$Cal as the procurement system of record for the state.
- Cal eProcure includes many new features designed to enhance the user experience for state customers as well as a responsive design and mobile compatibility.



Cal eProcure

Information you need for registration and certification.

- Tax information
- Website
- Business Address
- Mailing address
- Email address
- Phone number
- Number of employees



Cal eProcure

Questions you will answer in your registration and certification.

- What goods do you provide?
- What services do you offer?
- Are you a manufacturer?



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Use the UNSPSC system to identify what goods and/or services you provide.

Example:

14000000 Paper materials and products

14110000 Paper products

14111500 Printing and writing paper

14111506 Computer Printout paper

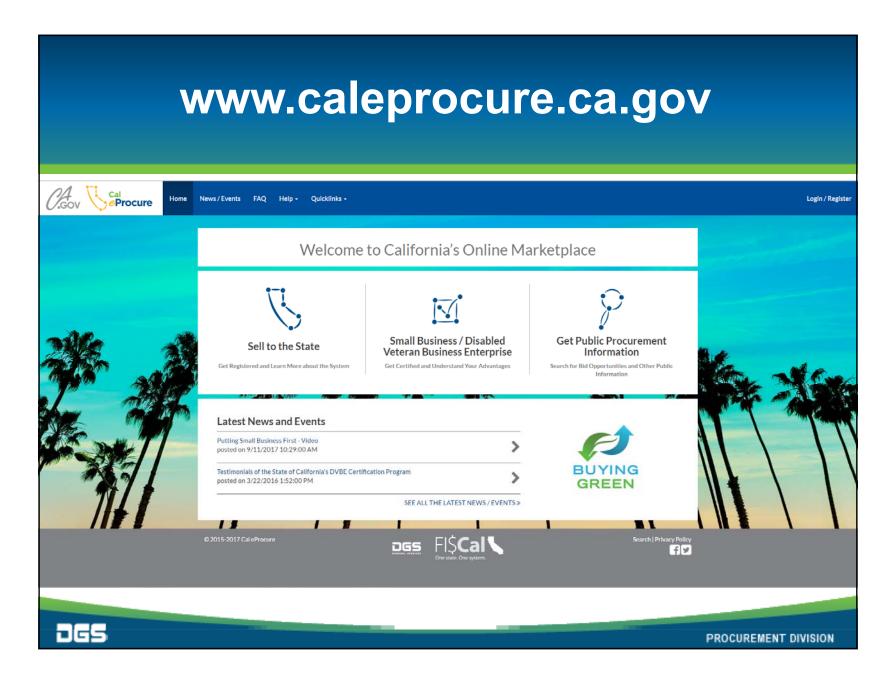


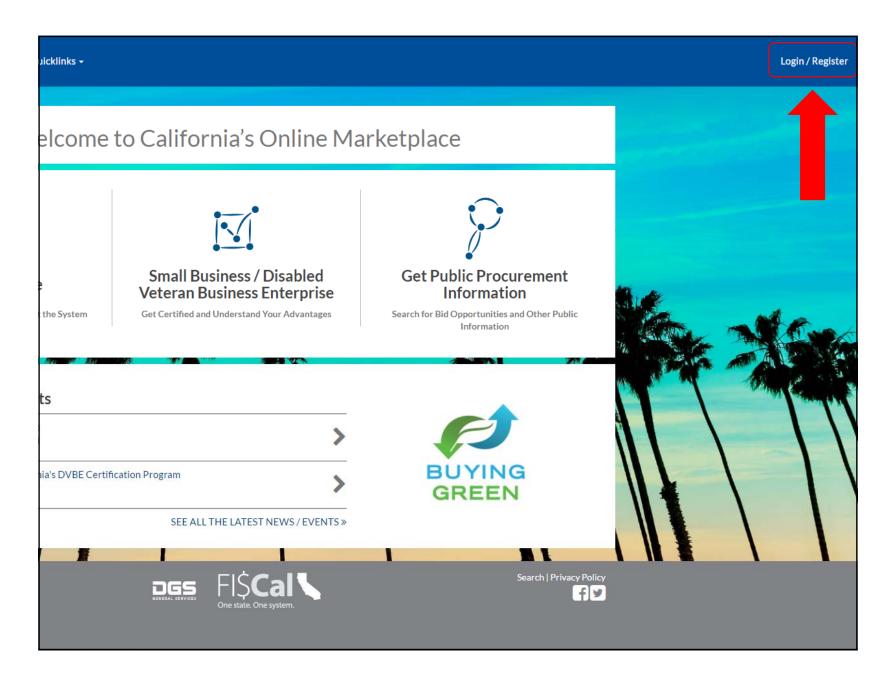
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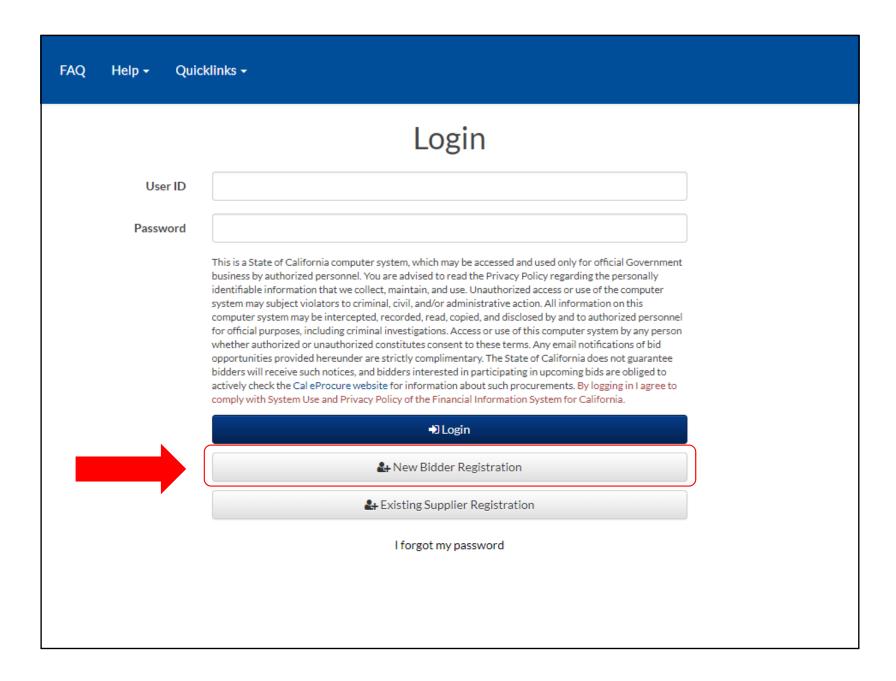
Use keywords to additionally identify what goods and/or services you provide.

- Examples:
 - Paper
 - Printer
 - Copier
 - Office
 - Toner
 - Fax









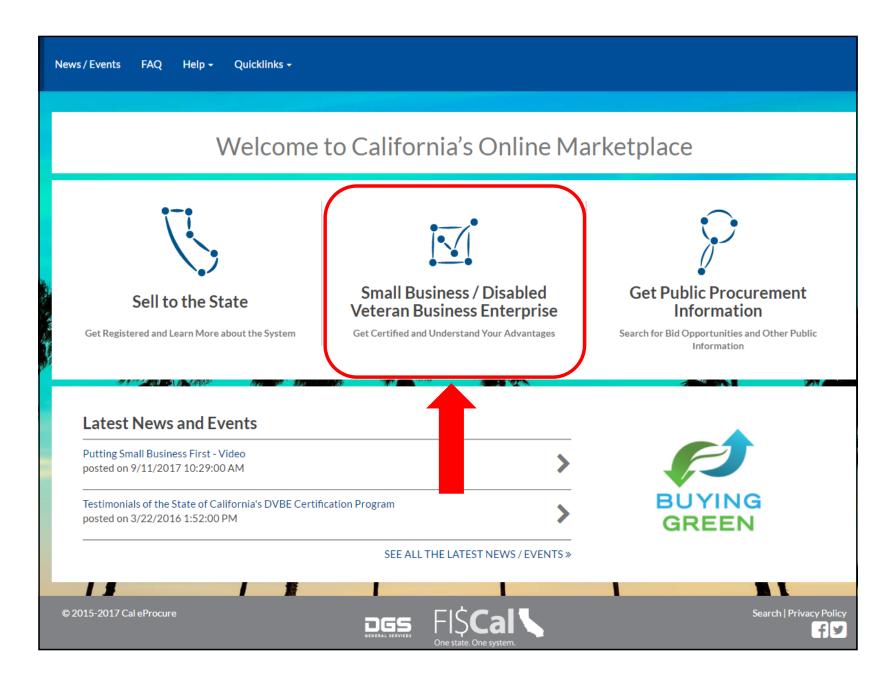
SB/DVBE Certification

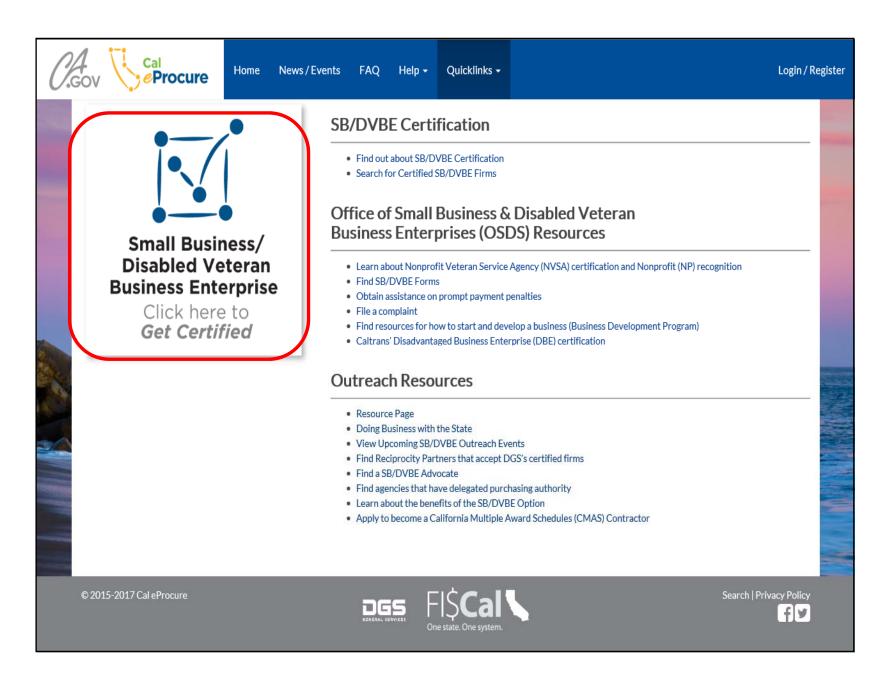
Certification lasts for two years.

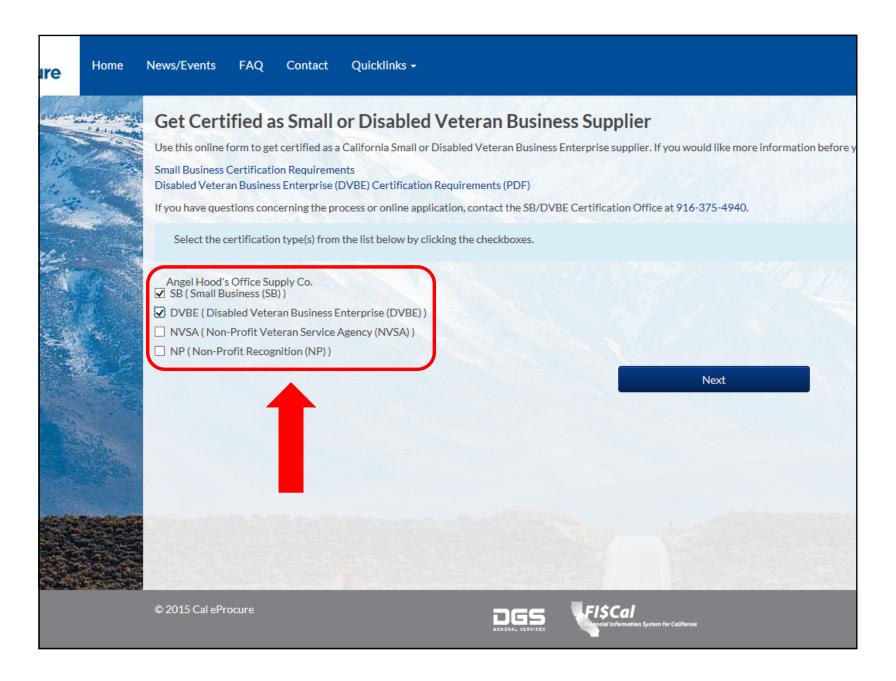
Follow this icon to get certified.











SB/DVBE Certification Help

Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS)

(916) 375-4940

8 am – 5 pm

Monday – Friday

http://www.dgs.ca.gov/pd/Programs/OSDS.aspx



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California State Contracts Register (CSCR)

- A one-stop, source for contracting opportunities
- Connected to government bids, listing:
 - Services and construction contracts over \$5,000
 - Commodity contracts over \$50,000
 - IT goods and services contracts over \$100,000

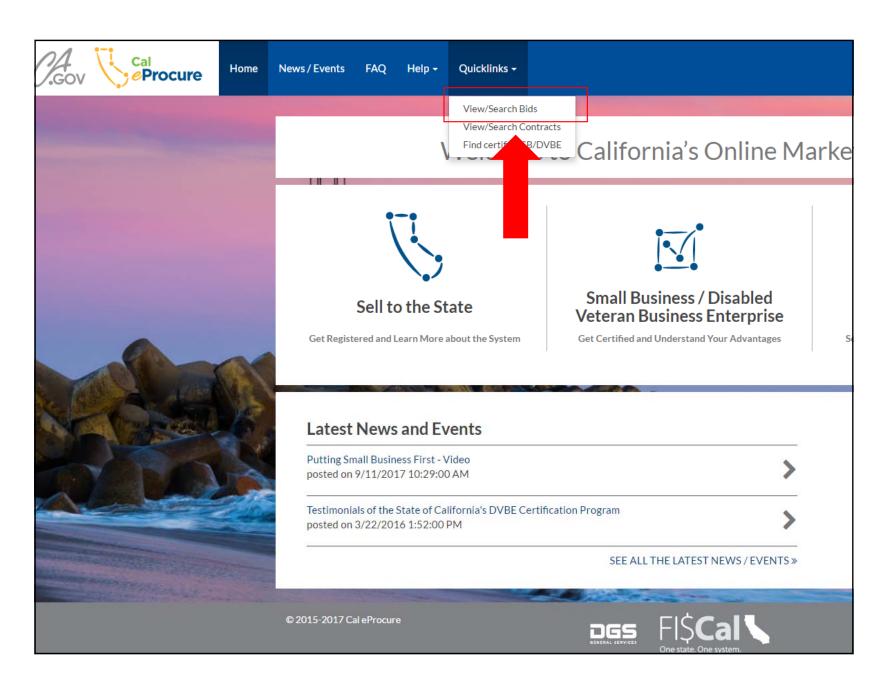


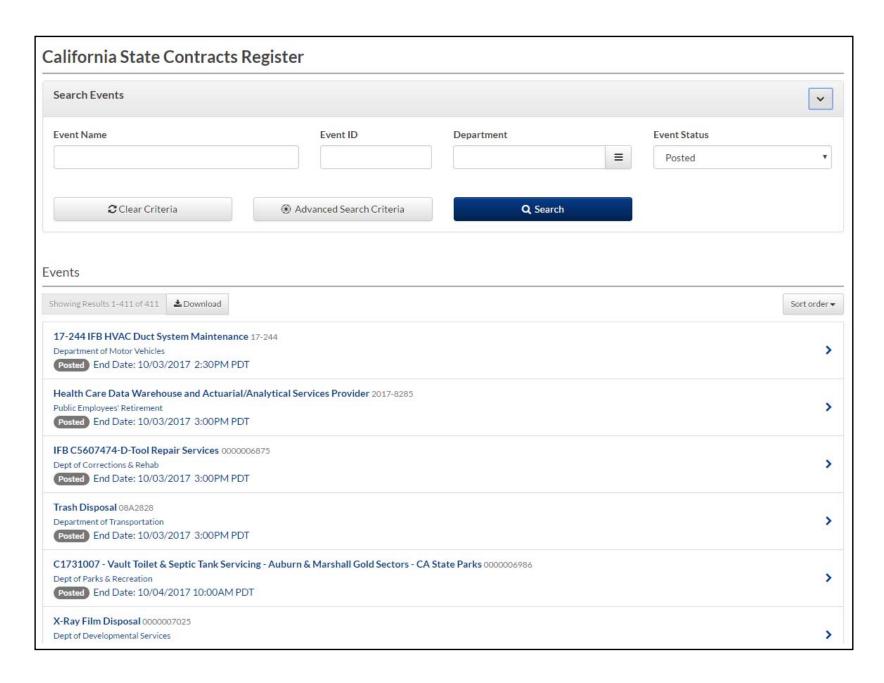
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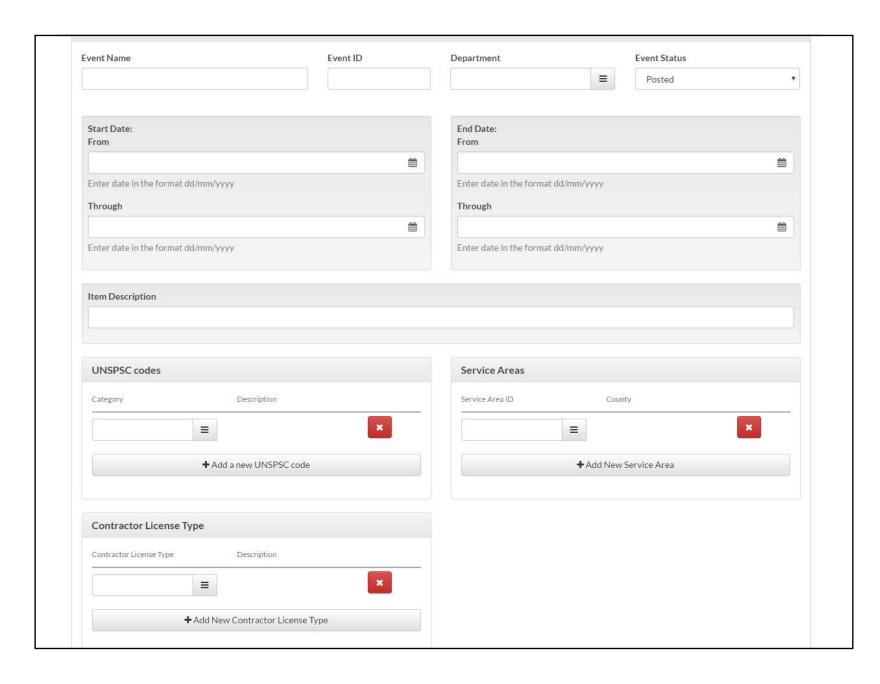
How the CSCR Works

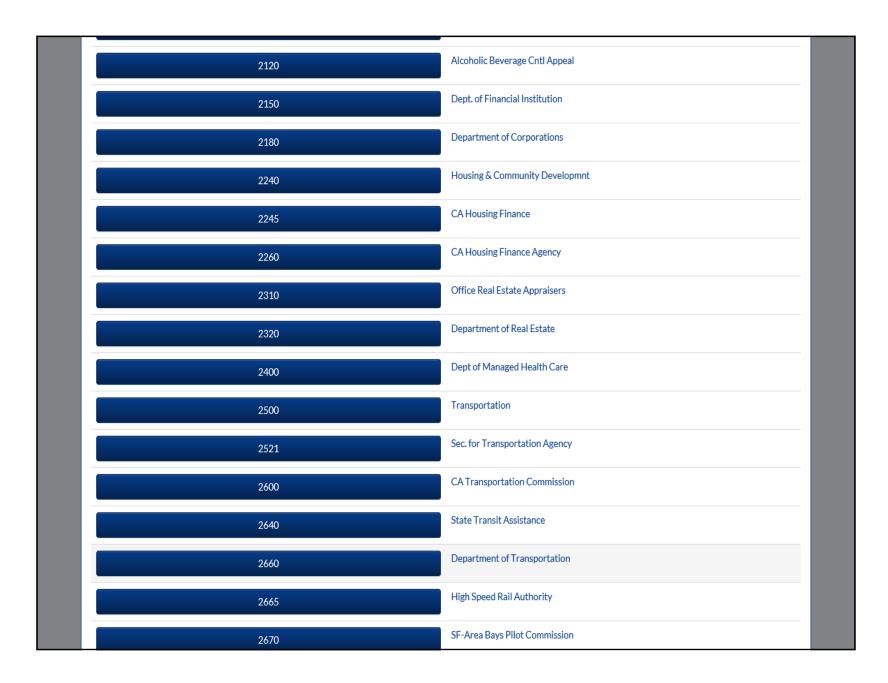
- State agencies post their solicitations when they go out to bid
- Sub-contractors can find contracting opportunities
- Subs can place ads seeking work with potential primes
- Ads are free

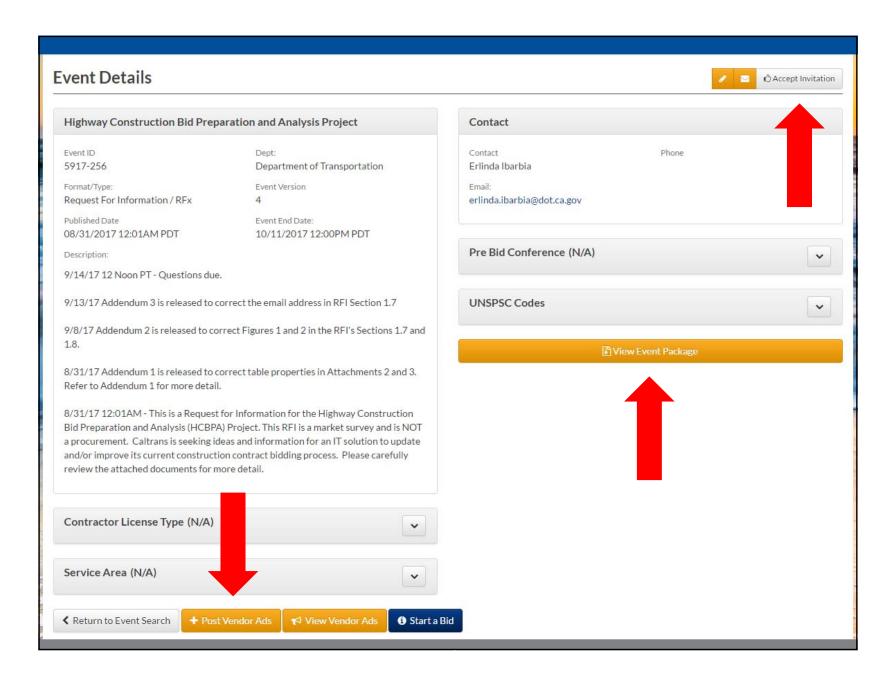








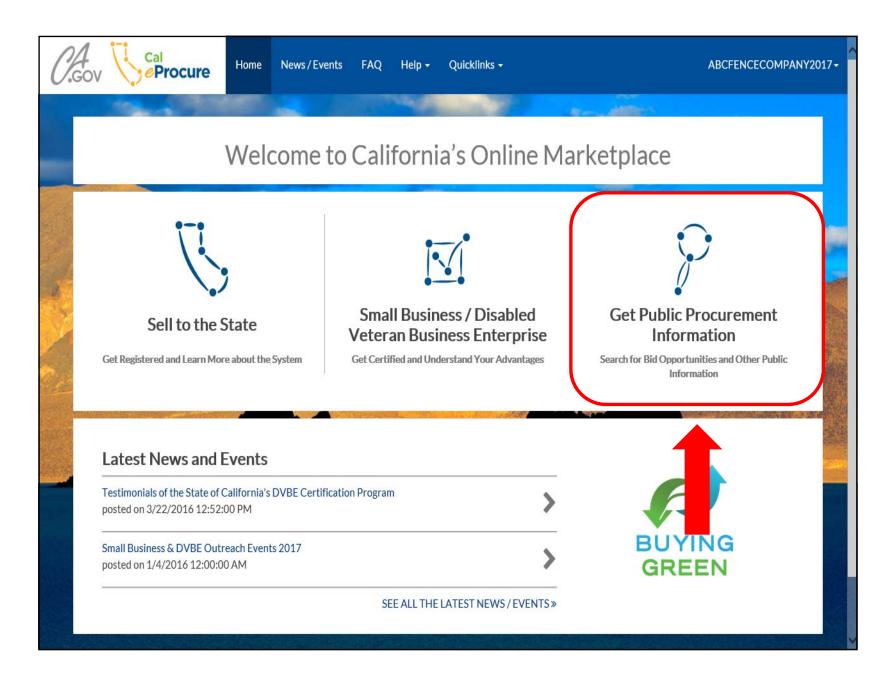


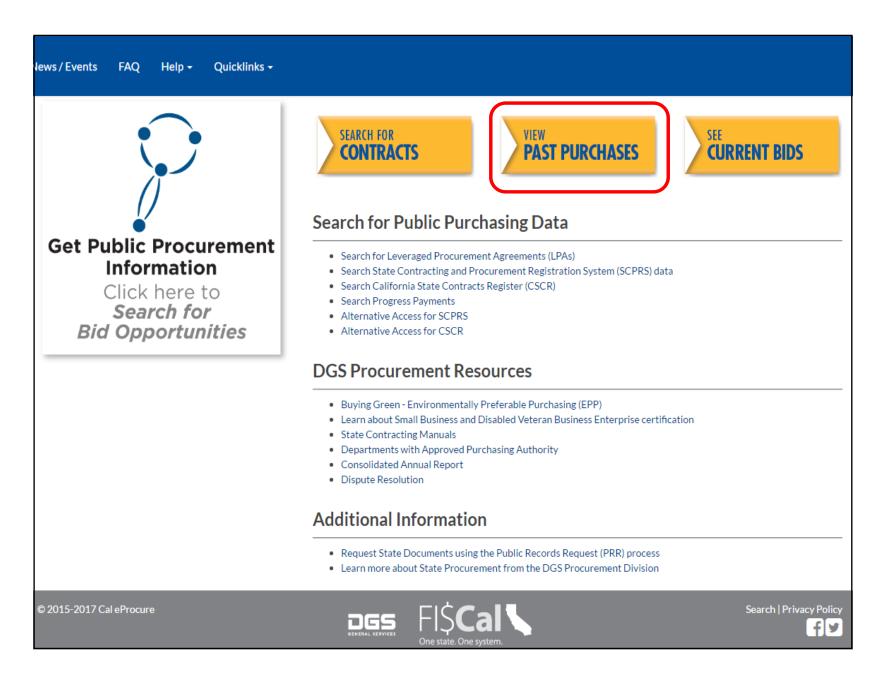


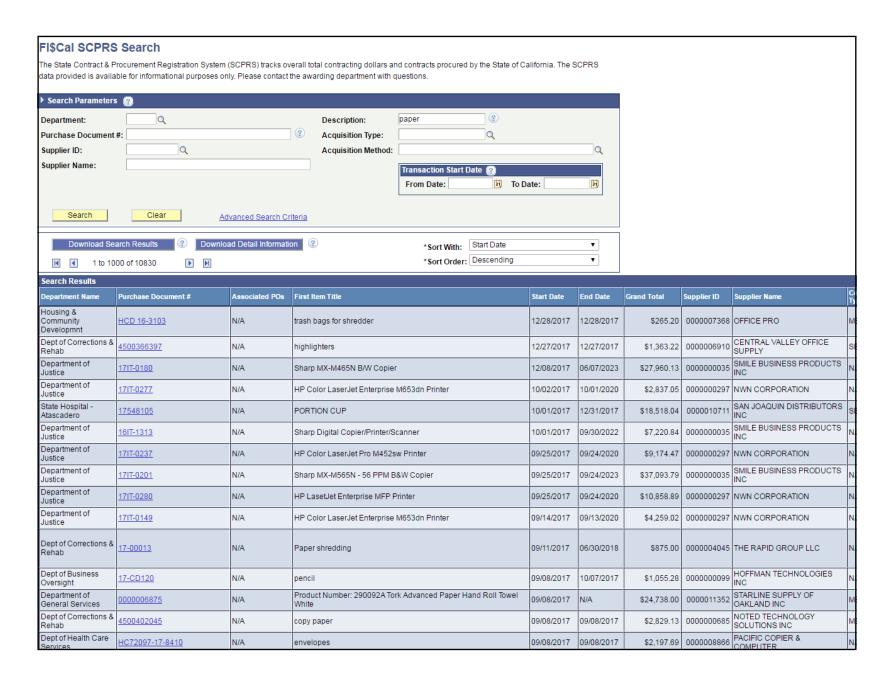
State Contract & Procurement Registration System (SCPRS)

- A historical database of everything the state has procured. It has information on:
 - Goods
 - Services
 - Businesses
 - Procurement documents
 - Dates
 - Buyers / Procurement officers
 - And more









 A California Multiple Award Schedule (CMAS) is a streamlined, best value purchasing solution for State agencies and local governments seeking IT and Non-IT goods and services.



- CMASs are <u>not</u> established through a competitive bid process conducted by the State of California
- Therefore, all pricing, products and/or services offered must have been previously bid and awarded on a Federal GSA Schedule

*California code does not allow for formal protest of CMAS transactions



- The CMAS Program does not "use" the Federal GSA Schedule
- Instead, the State of California establishes a totally independent multiple award schedule for the same products and/or services, based on the same prices



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- A CMAS does not guarantee that your company will do business with the state of California or with local governments
- However, being awarded a CMAS places your company in a pool of potential contractors that ordering agencies can choose from



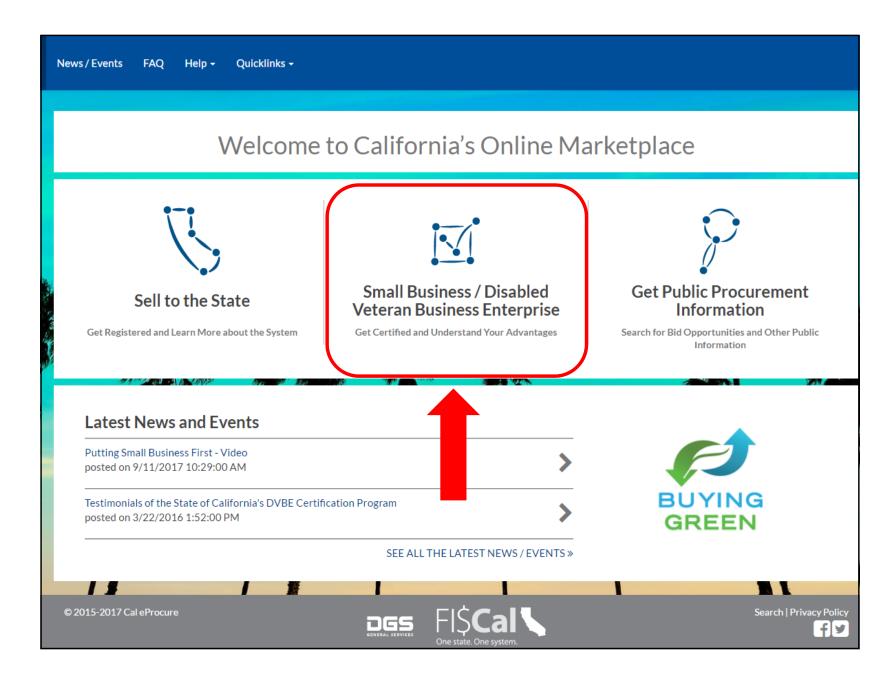
For more information about CMAS:

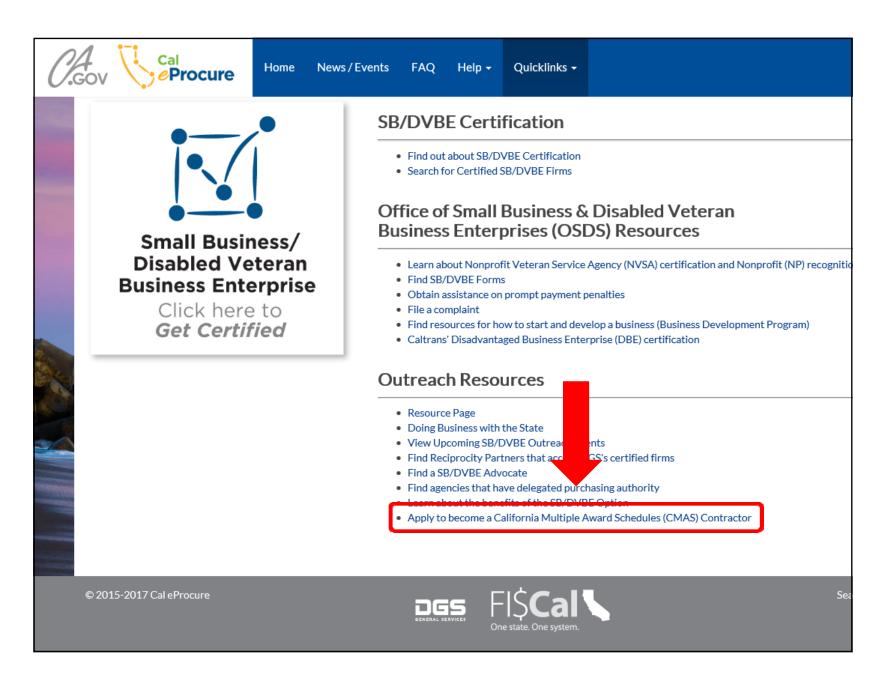
 Visit the website: www.dgs.ca.gov/pd/Programs/Leveraged/CMAS

E-mail: <u>cmas@dgs.ca.gov</u>

Phone: (916) 375-4365









www.dgs.ca.gov/pd/Programs/Leveraged/CMAS

E-mail: cmas@dgs.ca.gov

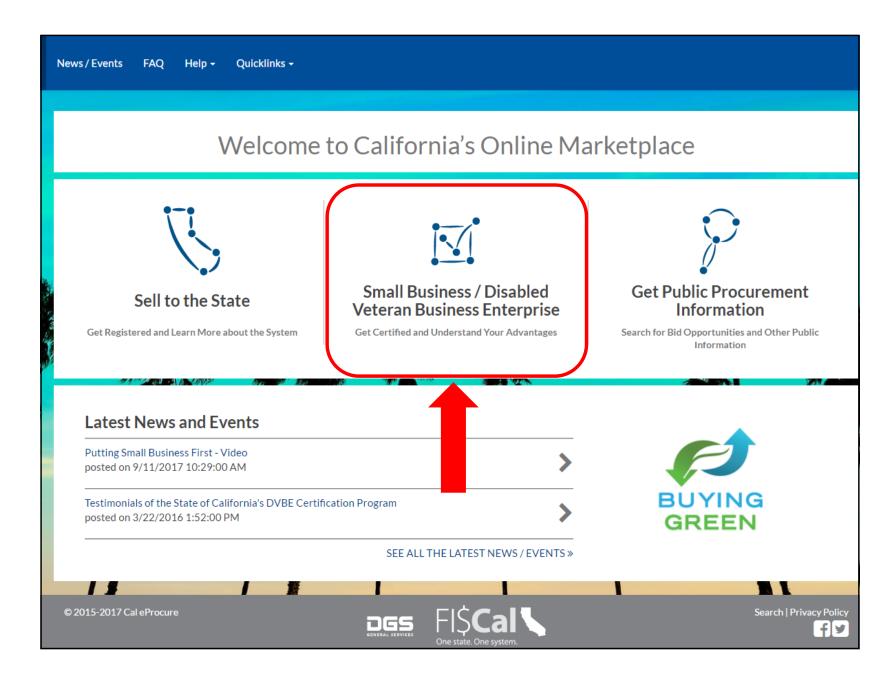
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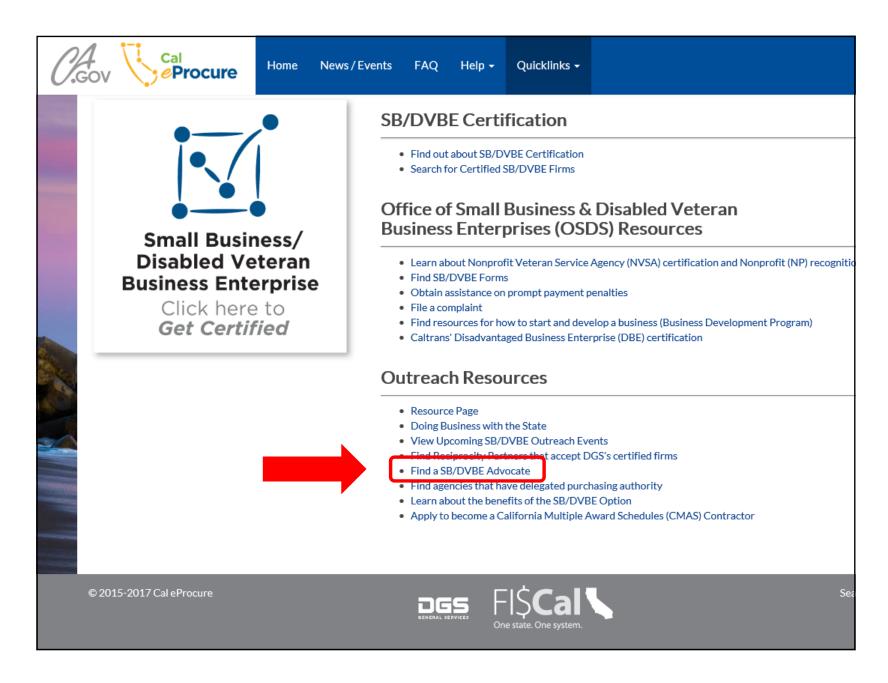


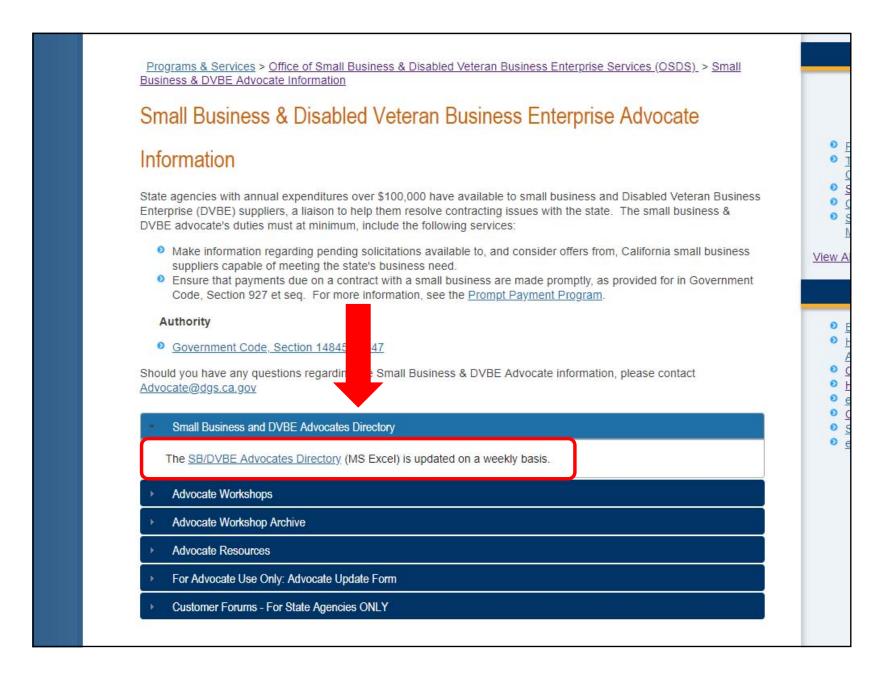
SB/DVBE Advocates

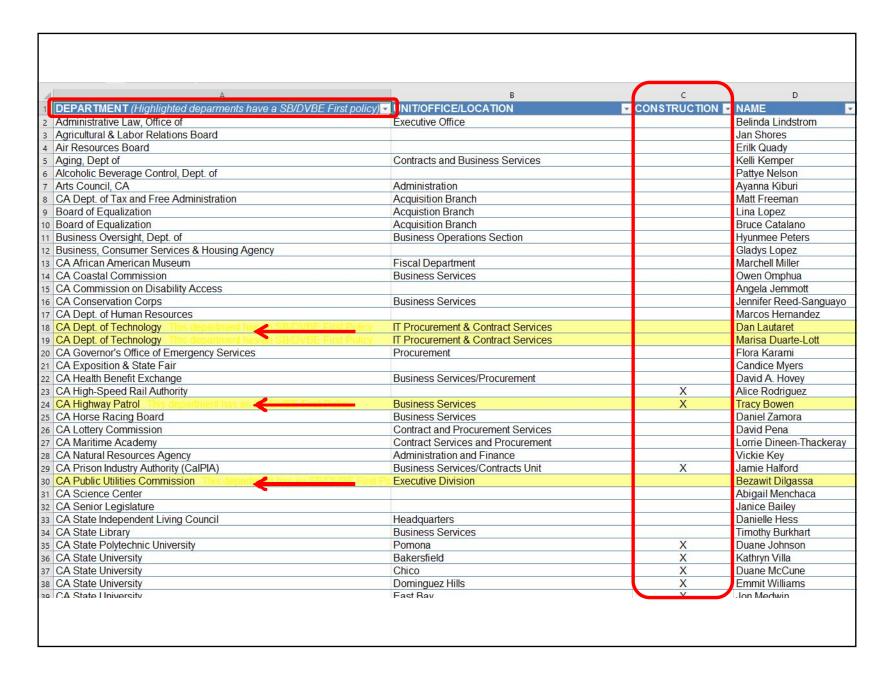
- State employees
- Help you get contracts with their department / program.
- Every department with \$100,000.00 or more in delegated purchasing authority has a SB/DVBE advocate.
- www.dgs.ca.gov/pd/Programs/OSDS/advocate











Commercially Useful Function (CUF) Applicability

All California-certified SBs and DVBEs (contractors, subcontractors and suppliers of goods/services) bidding on / participating in a state contract, regardless of the procurement approach or the payment method used, must perform CUF!

- For Small Business: Government Code 14837(d)(4)(A)
- For DVBEs: Military and Veterans Code 999(b)(5)(B)
- CUF related penalties and sanctions MVC 999.9(a)



Commercially Useful Function (CUF)

- Executing a distinct element of the work
- Performing, managing, or supervising the work
- Performing work that is normal for the firm's business services and functions
- Negotiating price, determining quality and quantity, ordering, installing, and making payment
- Not subcontracting a portion of the work greater than expected by industry practices



Commercially Useful Function (CUF)

A SB/DVBE does not perform CUF if:

- An extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of SB/DVBE participation.
- Not being used to perform the work as stipulated in the bid.
- No longer used to provide goods/services listed in initial bid response.



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- Commercially Useful Function



Contact Information

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Visit our website at:

www.dgs.ca.gov/pd/Programs/OSDS/Outreach



California Department of General Services Procurement Division

We Appreciate your feedback!

Workshop Evaluation:

https://www.research.net/r/XJTR662

