

How to do business with State Government

IN A NUTSHELL

- 1 Apply for certification as a **Small Business or Disabled Veteran Business Enterprise (DVBE)**
 - Small Business and DVBE Benefits:
 - Of their annual contracting dollars, state agencies are to award at least 25% to certified Small Businesses and 3% to certified DVBEs
 - The State can give a 5% incentive to certified Small Businesses and a 10% incentive to DVBEs in the formal bid process
 - Agencies use our Certified Firm database to find suppliers
 - Government Code Section 14838.5 allows state agencies to spend up to \$100,000 (or \$131,000 for construction) if they get price quotes from at least two certified Small Businesses or DVBEs and award to one of them
 - Automatic enrollment in the Subscription Outreach Service (SOS) to receive email or fax notices of solicitations
 - For more SB/DVBE information and applications go to: www.pd.dgs.ca.gov/smbus or call **916.375.4940**

- 2 Use the **California State Contracts Register (CSCR)**
 - Agencies post their solicitations, RFPs, etc. on this Web site when they go out to bid
 - Subcontractors can find opportunities to work with potential prime contractors
 - Sign up with the Subscription Outreach Service (SOS) to receive automatic e-mailed or faxed notices of solicitations
 - For more information go to www.cscr.dgs.ca.gov or call **916.375.4583**

- 3 Look into becoming a **California Multiple Award Schedules (CMAS) contractor**
 - Agencies can buy directly from CMAS contractors after getting three price quotes
 - The administrative fee is waived when agencies purchase from a certified Small Business CMAS contractor
 - Local governments and educational institutions also use CMAS contractors
 - For more information go to www.pd.dgs.ca.gov/cmas, or call **916.375.4363**

- 4 **Market** your company to state agencies
 - Contact the agencies' Small Business/DVBE Advocates for marketing information www.pd.dgs.ca.gov/smbus/advocate
 - Find a list of agencies with purchasing authorization on our Web site at www.pd.dgs.ca.gov/deleg, click on *Purchasing Authority*, then *Departments with Approved Purchasing Authority*
 - Use the State Phone Book (CA Online Directory) at www.cold.ca.gov
 - Reciprocity—maximize your State certification by contacting our local government and industry partners that honor the State's certification—www.pd.dgs.ca.gov/recipro
 - Accept the CAL-Card VISA and receive payment in 2 to 3 days

News and Events Page—For SB/DVBE events go to: www.pd.dgs.ca.gov/recipro/events

Your business can learn about all the programs mentioned here—and more—on our Web site at www.pd.dgs.ca.gov/smbus

