DGS CALIFORNIA DEPARTMENT OF GENERAL SERVICES

State Agency Recognition Awards 2012
Nomination Form
Type of Award: State Agency Recognition Award

Nominator's Information

Name: Office of Real Estate Appraisers

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Phone: (916) 440-7877 Email: dtomasello@orea.ca.gov

Agency Information

Name of Agency: Business, Transportation & Housing Agency

Address: 980 9th Street, Suite 2450, Sacramento, CA 95814

Contact Person: Carol D. Farris, Deputy Secretary

Phone: (916) 323-5401 Email: Carol.Farris@bth.ca.gov

Dept. Advocate: Debra Tomasello Advocate's Phone: (916) 440-7877

Department Head: James S. Martin, Director

Areas of Impact

- [ ] Executive/Department Support (What type and how did you receive support?)
- [ ] Customer Service (What improved and how was it effective?)
- [ ] Contract Simplification (What caused the change and how was it implemented?)
- [ ] Electronic Commerce (How did this benefit SB/DVBE businesses?)
- [ ] Education/Outreach (What was developed and implemented?)
- [ ] Public/Private Partnerships (What new partnerships were formed?)
- [x] Other (please specify) Dedication and daily commitment to the success of the SB/DVBE program

Nomination #_____ *(DGS use only)*

In the fields below, please explain why the specified agency deserves this nomination.

Justification for nomination *(Please use less than 1,900 characters including spaces)*

In FY 2011/12, the Office of Real Estate Appraisers (OREA) achieved the highest SB/MB participation in its history: SB 86.95%. This was accomplished with executive staff support, diligent managers, and a hard-working advocate. The OREA implemented procedures to award to as many certified vendors as possible. OREA has promoted and ensured the attainment of SB/DVBE goals were part of the the OREA's procurement objectives.

How did the Agency improve SB/DVBE participation? *(Please use less than 1,900 characters including spaces)*

Performance measurements:

Results achieved *(Please use less than 1,900 characters including spaces)*

The OREA received executive support to pursue certified vendors for the procurement of goods and services whenever feasible. OREA management required department advocate to utilize the OREA's purchasing authority to assist in the process. The advocate monitored monthly spend and developed a report. The department head reviewed the report, determined where more certified dollars could be utilized and discussed any upcoming contracts that might threaten the goal attainment. The staff collaborated to come up with solutions. Department head and advocate then made extraordinary efforts to research and secure certified vendors, especially ones that were both SB and DVBE. Members accomplished this by utilizing DGS' website and contacting non-certified vendors, aiding them through the certification process. Personal contact was made to ensure certified vendors were interested in OREA solicitations. Management would not approve any non-certified purchase without proof that all avenues were pursued.

Increase in SB/DVBE participation *(Please use less than 1,900 characters including spaces)*

For the 11/12 Fiscal Year, the Office of Real Estate Appraisers (OREA) far exceeded the mandated 25% goal for Small Business. However, due to five large information technology service contacts, the OREA DVBE participation numbers dramatically decreased.