

# Consolidated Annual Reports Training

## Part 3:

### Form 810S: SB/DVBE Option & DVBE Incentive

DGS, Procurement Division,

Office of Small Business and Disabled Veteran Business Enterprise Services

Brittney Heth-Tran, Reports Coordinator

Sacramento, May 2015

# Form 810 S SB/DVBE Option & DVBE Incentive Report

Form 810S (Supplemental Report) (Rev. March 2014)  
CONTRACTING ACTIVITY REPORT

STATE OF CALIFORNIA-DEPARTMENT OF GENERAL SERVICES  
PROCUREMENT DIVISION

	Annual - Fiscal Year	
AGENCY:		DEPARTMENT:

### DVBE, SB, and MB Option

Part 1  PCC 10111  Mandated	<b>Total Contract Dollars Awarded as a Result of Option:</b>	<b># OF CONTRACTS AWARDED:</b>	Public Contract Code 10111 Section (e) (7) the number of contracts and dollar amounts awarded annually pursuant to Section 14838.5 (a) and 14838.7 (a) of the Government Code to Disabled Veteran Business Enterprises (DVBEs), Small Businesses, and Microbusinesses (SB/MBs). <i>NOTE: When entering the contract into the State Contract and Procurement Registration System (SCPRS), contracting method Number 8 is used to capture this data.</i>
	Column A	Column B	
	\$ -		

Comments

### DVBE Incentive

Part 2  M & VC 999.5	<b>Total Contract Dollars Awarded as a Result of DVBE Incentive:</b>	<b># OF CONTRACTS AWARDED AS A RESULT OF DVBE INCENTIVE:</b>	Participation resulting from Military and Veterans Code Section 999.5 (DVBE Incentive [SB 115]). Calculate the total contract dollars awarded and the number of contracts to all DVBEs as a result of the application of the DVBE Incentive. If your data collection system cannot identify contracts and dollars attributed to the DVBE Incentive, indicate that in the comments box.
	Column A	Column B	
	\$ -		

Comments

Preparer's Information:				Approver's Information:			
Name:				Name:			
Title:				Title:			
Signature:		Date:		Signature:		Date:	
Telephone:		Fax:		Telephone:		Fax:	
Email:				Email:			
Address:				City & Zip Code:			

CAR Training, Part 3

**Return Consolidated Annual Report To:**  
 Department of General Services  
 Procurement Division, Reports Coordinator  
 707 3rd Street, Room 1-400, IMS Z-1, MS 210  
 West Sacramento, CA 95605

**INCLUDE** Form 810, Form 810 A, Consulting Services Report and Ethnicity, Race, Gender and Sexual Orientation Reports with submission of the consolidated annual report.

# Form 810S: SB/DVBE Option, Part 1

- A streamlined procurement process by contracting directly with a California-certified SB or DVBE for goods, services, and information technology after obtaining price quotes from at least two such business
- **Public Work contracts:**  
If the contract is \$5,000.01 to \$281,000
- **All other contracts:**  
If the contract is \$5,000.01 to \$249,999.99

# Form 810S: DVBE Incentive, Part 2

- The DVBE Incentive regulations apply to all competitive solicitations for public works, services, goods, and information technology goods and services posted or released after October 09, 2007.
- Incentive range is 1%-5% based on historical DVBE participation levels for the contract type.

**Example:**

<b>Bidder</b>	<b>A</b>	<b>B</b>
Net Bid Price	\$100,000	\$102,000
DVBE Incentive	None	5%
Rank	1	2
Incentive Amount	\$0	\$5,000
Adjusted Bid Amount	\$100,000	\$97,000
New Rank	2	1

# Due Date: By August 1<sup>st</sup>

## Submit the Consolidated Annual Report to:

Department of General Services  
Procurement Division  
Office of Small Business & DVBE Services  
Attn: Reports Coordinator  
707 3rd Street, Room 1-400, IMS Z-1. MS 210  
West Sacramento, CA 95605

\*The CAR may be submitted as a Portable Document Format (PDF) scanned with signatures to [OSDSReports@dgs.ca.gov](mailto:OSDSReports@dgs.ca.gov)

# Reporting Required

- All Agencies/Departments Must Report
- If an Agency/Department believes it is EXEMPT and should not report, it must submit a written explanation citing the specific statute in the code of regulations demonstrating its exemption.
- Non-exempt Agency/Departments NOT submitting the CAR:
  - will be published on the “Did Not Report List” (found at: <http://www.dgs.ca.gov/pd/Programs/OSDS/ContractReporting.aspx>)
  - *may* affect your Agency/Department’s Delegated Purchasing Authority;
  - Secretaries/Department Directors will be sent written correspondence from DGS Director, and may receive subsequent visits from DGS regarding improving participation levels.

# Contact Information

**Brittney Heth-Tran, Reports Coordinator**

**[OSDSReports@dgs.ca.gov](mailto:OSDSReports@dgs.ca.gov)**

**(916) 375-4937**

**Certification Questions**

**(916) 375-4940**

**[OSDSHelp@dgs.ca.gov](mailto:OSDSHelp@dgs.ca.gov)**

**For reports requirements, forms, instructions, and FAQs please go to:**

**<http://www.dgs.ca.gov/pd/Programs/OSDS/ContractReporting.aspx>**