

Fiscal Year:

Agency: Department:

INFRASTRUCTURE BOND ACTS OF 2006 (AB 761) (GC 14838.1.f)

Report Effective Date: 7/1/08

Report Due Date Annually: 8/1

Respond to the following question:

Any contracts funded by the bonds listed below?

Yes

(Complete the form below)

No

(Form 810 A is complete)

Check all applicable bond(s). Complete Parts 1 & 2.

The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act (Proposition 1B)	The Housing and Emergency Shelter Trust Fund Act (Proposition 1C)	The Kindergarten-University Public Education Facilities Bond Act (Proposition 1D)	The Disaster Preparedness and Flood Prevention Bond Act (Proposition 1E)	The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act (Proposition 84)

Part 1

Part 2

Certified Disabled Veteran Business Enterprise (DVBE) Participation					Certified Small Business (SB) / Microbusiness (MB) Participation									
TOTAL CONTRACT DOLLARS AWARDED USING INFRASTRUCTURE BONDS					TOTAL CONTRACT DOLLARS AWARDED USING INFRASTRUCTURE BONDS									
T o t a l s	Bond Total Contract Dollars	Bond Total \$ to DVBE Prime Contractors	Bond Total \$ to DVBE Sub-Contractors	Bond Total DVBE Prime & Subs \$	Bond Total DVBE % (Column D divided by Column A)	Bond Total Contract Dollars		Bond Total \$ to SB/MB Prime Contractors		Bond Total \$ to SB/MB Sub-Contractors		Bond Total SB/MB Contract Dollars		Bond Total SB/MB % (Column I divided by Column F)
	A	B	C	D (B+C)	E	F		G		H		I (G+H)		J
	\$	\$	\$	\$		\$		\$		\$		\$		
							SB	\$		SB	\$		SB	
							MB	\$		MB	\$		MB	
Totals (SB/MB \$) & (SB/MB %)												\$		

*The Small Business Improvement Plan must include an I Bond Action Plan when participation specific to I Bonds is less than 25%.
These totals must be included on Form 810 report.

Comments:

Preparer's Information					Approver's Information				
Name:	<input style="width: 100%;" type="text"/>				Name:	<input style="width: 100%;" type="text"/>			
Title:	<input style="width: 100%;" type="text"/>				Title:	<input style="width: 100%;" type="text"/>			
Signature:	<input style="width: 100%;" type="text"/>				Signature:	<input style="width: 100%;" type="text"/>			
Telephone:	<input style="width: 100%;" type="text"/>				Telephone:	<input style="width: 100%;" type="text"/>			
Email:	<input style="width: 100%;" type="text"/>				Email:	<input style="width: 100%;" type="text"/>			
Date:	<input style="width: 100%;" type="text"/>				Date:	<input style="width: 100%;" type="text"/>			

Form Completion Instructions

General Information: Submit one report per Government Code 14838.1 (f) for all contracting activity using the Infrastructure Bond Acts of 2006 funding. Include contracting participation with Disabled Veteran Business Enterprises (DVBE), Small Businesses (SB), and Microbusinesses (MB). Departments that may be exempt must provide the statutory citation of the exemption. If no contracts were awarded, a report is required indicating no Infrastructure Bond Act of 2006 funding was received.

Departments are required to maintain records to support total dollar amounts reported and to validate submissions. Such documentation should include a list of contracts with purchase order numbers, total amounts, sub-contractors amounts, whether an Infrastructure Bond Act of 2006 was used, and which I-Bond was used. The documentation should allow the person viewing it to find the connection between an individual contract and this form.

Reportable Contracts: Only report contracts with non-governmental entities. Include all types of purchase orders and contracts, by any form used, (e.g., STD 65, STD 210, STD 213, STD 213A, STD 215, service orders, purchase orders, sub-purchase orders). Include all purchase orders/contracts used to acquire Information Technology (IT) goods and services, non-IT goods, non-IT services, or construction. Include all CAL-Card or cash purchases, even if less than \$100, and emergency purchases. Include any contracts issued by DGS or any other department on your behalf. **These are referred to herein as "contracts".**

For all contracts, include any amendments, alterations, change orders, and extensions to those contracts (by whatever form used) that change the total amount by more than \$1.00. Enter all contracts issued pursuant to delegation of authority or under a Leveraged Procurement Agreement (LPA). LPAs include California Multiple Award Schedules (CMAS), Master Agreements, Statewide Contracts, and State Price Schedules (except with Prison Industry Authority [PIA]). Include all contracts, whether or not subject to DGS authority/review. Executive branch entities that awarded no contracts must submit a report to the DGS reports coordinator.

Do not report contracts or agreements with the federal government, any other state government, the Prison Industry Authority, Interagency Agreements, Joint Powers Agreements, contracts or agreements with the California State University or the University of California or any of their respective campuses, concession contracts, revenue/reimbursement contracts, or contracts or agreements with any county, city, city and county, school or special district (commonly referred to as local agencies). **Do not include** grants, loans, local assistance/subvention agreements, or court-ordered settlements or cost.

Agency: The reporting department will put in the name of their "parent" agency, i.e., the Department of General Services reports to the Government Operations Agency. If the reporting department does not report to a parent agency enter "Other" as the agency name.

Form Completion Instructions

Department: Enter the reporting department's or other entity's name.

Respond to the following question: Did the department receive any funding from any of the Infrastructure Bond Acts of 2006? If yes, please check the yes box; then fill in the information requested on the rest of the form. If the department did not receive funding from the Infrastructure Bond Acts, check the no box and complete the preparer's and approver's information.

Applicable Bonds: If bond funding was received, check all appropriate boxes to indicate the applicable bonds from which the department received funding. The Infrastructure Bond Acts of 2006 are:

- The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act (Proposition 1B)
- The Housing and Emergency Shelter Trust Fund Act (Proposition 1C)
- The Kindergarten-University Public Education Facilities Bond Act (Proposition 1D)
- The Disaster Preparedness and Flood Prevention Bond Act (Proposition 1E)
- The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act (Proposition 84)

PART 1

Disabled Veteran Business Enterprise (DVBE) Participation

NOTE: Contracts awarded to a firm that is certified by the DGS as both a DVBE and a SB or MB may be counted for both Part 1 of the report and Part 2.

Column A – Bond Total Contract Dollars

Enter the total value, in whole dollar amounts, of all contracts with any non-government entity, awarded (or changed) during the reporting period.

Column B – Certified DVBE Participation (PRIME)

Enter the total contract dollar amounts awarded to Certified DVBE Prime contractors using bond funds.

Column C – Certified DVBE Participation (SUB)

Enter the total contract dollar amounts awarded to Certified DVBE Subcontractors using bond funds.

Column D – Total Bond DVBE Contract Dollars (Columns B+C)

The electronic copy of this form will automatically total the value of all contract awards made to Certified DVBE Prime Contractors and Subcontractors.

Column E – Bond Participation Totals

The electronic copy of this form will calculate the percentage of the DVBE participation amount and place it in Column E. (Column E = Column D divided by Column A.)

PART 2

Small Business (SB)/Microbusiness (MB) Participation

Form Completion Instructions

NOTE: Any company that is certified as both Microbusiness and a Small Business should only be counted as Microbusiness. The only companies that should be reported under Small Business are those that are only Small Businesses certified.

Column F – Bond Total Contract Dollars

Enter the total value, in whole dollar amounts, of all contracts with any non-government entity, awarded (or changed) during the reporting period.

Column G – Certified SB/MB Participation (PRIME)

Enter the total value of all contracts awarded to Certified SB/MB Prime Contractors using bond funds.

Column H – Certified SB/MB Participation (SUB)

Enter the total value of all contracts awarded to Certified SB/MB Subcontractors using bond funds.

Column I – Total SB/MB Contract Dollars (Columns G+H)

The electronic copy of this form will automatically total the value of all Bond contract awards made to Certified SB/MB Prime Contractors and Subcontractors and enter them in Column I (Column I = Column G + Column H).

Column J – Participation Totals

The electronic copy of this form will calculate the percentage of SB/MB participation and place it in Column J. (Column J = Column I divided by Column F). **Then** the electronic form will generate the total dollars and

percentage of SB/MB participation and place that value in Column I and J (Row 20).

Preparer’s Information/Approver’s and Date

Information: Enter information to identify the preparer and approver. Each must sign and date the form.

An Action Plan is required when SB/MB participation specific to I Bonds are less than 25%.

INSTRUCTIONS: When a state agency does not meet the required state contracting participation goal, 25% for SB/MB, an Action Plan must be developed. Submit the Action Plan with the annual Consolidated Activity Report.

SB/MB ACTION PLAN OUTLINE

FY _____

Prepared by: _____

Department/Division/Office
I. Summary of SB/MB Participation

II. Explain Why the Participation Goal Was Not Achieved¹

¹ Include a review of all prior year Improvement Plan items enacted

Form Completion Instructions

III. Plan to Enhance Contracting Opportunities for SB/MB

A. Policy

List any major policies that have been or will be implemented by the department.

Example: The department and its SB/MB Advocate shall actively promote the use of SB/MBs in purchasing and contracting activities toward achieving a participation goal in excess of three percent for SB/MBs.

B. Collaborative Efforts

List any measurable activities that have been or will be implemented by the department.

Example: The department will form a SB/MB advisory group to examine current departmental practices related to doing business with SB/MBs; and will identify ways to increase the use of SB/MBs in the new fiscal year.

C. Contracting Practices

Discuss how the department will directly promote and encourage SB/MBs involvement in contract bids and subcontracting with SB/MBs.

Example: Our department will include the following language in contract bid advertisements: "The State encourages SB/MBs to apply."

IV. Planning and Advocacy

V. Monitor and Continuously Improve

Send the Consolidated Annual Report including Form 810A and Form 810A Action Plan to:

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