

# 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 Business and 3% to certified DVBEs
  - The State gives an incentive to certified Small Businesses and 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 \$120,000 for construction) if they get price quotes from at least two certified Small Businesses or DVBEs and award to one of them
- For all SB/DVBE information and applications go to: [www.pd.dgs.ca.gov/smbus](http://www.pd.dgs.ca.gov/smbus) or call **916-375-4940**

### 2 Use the **California State Contracts Register**

- 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](http://www.cscr.dgs.ca.gov) or call **916-375-4582**

### 3 Look into becoming a **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 government and educational institutions also use CMAS contractors
- For more information go to [www.pd.dgs.ca.gov/cmas](http://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](http://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](http://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](http://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](http://www.pd.dgs.ca.gov/recipro)

Businesses can learn about all the programs mentioned here—and more—on our Web site at [www.pd.dgs.ca.gov/smbus](http://www.pd.dgs.ca.gov/smbus)

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

**QUESTIONS?** Call us at (916) 375-4940 or (800) 559-5529

