

Disabled Veteran Business Enterprise (DVBE)

Subcontracting Report

Frequently Asked Questions

1. What authority requires to report on DVBE subcontracting activities and defines what needs to be reported?

Military and Veterans Code § 999.5(d) and California Code of Regulations Section 1896.78 requires that on completion of a contract a Prime contractor that certified they were subcontracting with a Disabled Veteran Business Enterprise (DVBE) shall provide detail information regarding participation.

2. Where can I find more information about reporting?

Training tools, forms and instructions can be found at the following link under 'DVBE Subcontracting Forms & Instructions': [File a DVBE Subcontracting Report](#)

3. When is the STD 810D due and how is the report submitted?

The [DGS PD 810D](#) (State Department's Contractor DVBE Subcontracting Consolidation Report) is due to annually by November 1st. The preferred method for submission is in PDF format by email to OSDSReports@dgs.ca.gov.

4. What is the difference between the DGS PD 810P and the DGS PD 810D?

- The [DGS PD 810P](#) (Prime Contractor's DVBE Subcontracting Report) is the form that is sent to prime contractors of contracts or procurements (regardless of whether the agreement is executed as a purchase order or contract) that included DVBE participation/subcontractors. Prime contractors must complete and return the form to certify to awarding departments that payments to DVBE were made and provide with DVBE subcontractor payment details.
- The [DGS PD 810D](#) (State Department's Contractor DVBE Subcontracting Consolidation Report) is the form that departments use to consolidate the information submitted by prime contractors on the 810P. The 810D is the final report that is submitted to OSDS by November 1.

5. In what cases should we send a DGS PD 810P to prime contractors?

Departments should send the DGS PD 810P to a contractor when they are the prime on all contracts or procurements (regardless of whether the agreement is executed as a purchase order or contract) that included DVBE participation/subcontractors, were awarded on or after July 1, 2014.

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6. What if our department did not receive any DGS PD 810P forms from prime contractors or did not have any contracts or procurements that included DVBE subcontractors?

A department must still submit the DGS PD 810D as follows:

- If no 810P received - Fill out the Total Number of Completed Contracts field and within the body of the report departments can include “nothing to report.”
- If no contracts with DVBE participation meeting the reporting criteria - - Enter “0” in the Total Number of Completed Contracts field and within the body of the report departments can include “nothing to report.”

7. Is a wet signature required on the forms?

No, as of 2020, the forms allow for electronic signatures.

8. Do we need to collect information from prime contractors on LPA contracts?

- DGS PD 810P do NOT need to be sent for Statewide Commodity Contracts – DVBE participation is reported to DGS by the prime vendors
- All other LPA contracts that committed to using DVBE subcontracting should be sent the DGS PD 810P

9. How should I count contracts to fill the Total Number of Completed Contracts field?

This field should be a count of all the contracts that met the criteria to be sent a DGS PD 810P and which were completed (final payment made) during the reporting fiscal year. It may not necessarily match the number of lines you report on the DGS PD 810D. Including this value on the report provides insight into how many prime contractors did not return their forms to the awarding department.

10. What if the final payment was not completed before the end of the reporting fiscal year?

If the final payment is not issued until after the end of the reporting fiscal year; that contract or procurement and its 810 P should be reported in the following year’s report.

11. Where can I find the Statewide Advocates Directory?

The Statewide Directory can be found: [Find a SB/DVBE Advocate](#)

12. What is the best contact info for DVBE related questions?

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For SB/DVBE Reporting Questions: OSDSReports@dgs.ca.gov

For DVBE Substitutions and other Compliance Questions: SB.DVBCompliance@dgs.ca.gov

13. How do I file a complaint with OSDS about DVBE program abuse?

If you have a complaint that you would like to report regarding the SB/DVBE Program or a certified firm, you can follow the procedures on the [DGS website](#)