



California Department of General Services (DGS)

SB/DVBE Advocate Workshop Meeting Minutes

Date: September 10, 2019

Time: 1:30-4:00 p.m.

Location: Department of Consumer Affairs
1747 N. Market Blvd. #186
Sacramento, CA 95834

Meeting Facilitator: Michael Aguillio

Recorder: Tracy Bowen, Stacie Gandy and Nina Martinez

Call to Order (if applicable)

Meeting called to order at 1:30pm by Michael Aguillio, Department of General Services, with a special presentation in memory of Angel Carrera Jr.

Attendance

Attendees: Michael Aguillio, DGS; Tracy Bowen, CHP; Stacie Gandy, Caltrans; Nina Martinez, CDRC; List of Attendees available upon request

Absent: Darvin Manuel, DGS

CALVET – Jose Ayon

- Audit has been submitted and is pending approval. Once approved it will be uploaded to the website.
- Current projects: Marketing, succession plan, and discovery meetings
- Discovery Meeting Topics:
 - Meeting and/or raising goal thresholds
 - Reviewing Trends: Challenges or evaluating reports from underperforming departments
 - Connecting with SBA, SBDC, PTAC, and Chambers
 - Communication
- New staff and supporting projects
- DVBE Advisory Council: Next meeting will be held on November 14, 2019

Go-Biz – Isabel Casillas Guzman, Director, Office of the SB Advocate

- Appointed fourth months ago
- Committed to small business for all

- Focus- Inclusive Entrepreneurship:
 - Ensure navigation through state bureaucracy through partnerships
 - Advocacy
 - Providing Support: Access to capital, networking and resources, added task force
 - Expansion- Increasing from 2 to 9 employees

Legislation Update – Jordan Aquino, Legislative Consultant

DGS has no approved position on the 5 legislation bills discussed.

- AB 230 (Brough)
 - Requires a prime contractor utilizing a DVBE subcontractor to provide proof of payment, upon request of the awarding department
 - Requires awarding department to review documentation received for accuracy and completeness
 - If the amount paid does not reflect the DVBE participation committed to the awarding department must notify DGS
 - Payment information to be reflected in updated/published Consolidated Annual Report
 - Requires the prime contractor to receive approval, in writing and prior to the commencement of any work, from the awarding department and DGS for DVBE subcontractor substitutions
 - Still with the Senate
- AB 971 (Salas)
 - Requires a post-evaluation for each contract for the acquisition of IT services, totaling more than \$500,000
 - Requires post-evaluations be kept on file by the awarding department and Dept. of Technology and authorizes the contractor to comment on any negative post-evaluation
 - Post-evaluations and contractor responses are not public records
 - Heading to the Governor's desk
- AB 1365 (Veteran Affairs)
 - Would require awarding departments to maintain all records provided by the prime contractor and retain them for a minimum of six years
 - Awarding department is required to establish review procedures to ensure accuracy and completeness of the award amounts and paid amounts reported
- AB 1736 (Daly)
 - Requires a local agency to create and maintain a policy for notifying the apparent low bidder and the subcontractors listed on the bi, within a reasonable amount of time after bid opening
 - Created as a means to keep subcontractors from over-extending their business

- Bill has been amended and is headed to the Governor's desk
- AB 1808 (Cervantes)
 - Public contracts: instillation of carpet
 - Senate amended the bill, but it stalled out
- AB 1809 (Cervantes)
 - Would authorize a state agency to award a contract for services or information technology that has an estimated value of between \$5,000 and \$500,000 to a certified small business, micro business or disabled veteran business enterprise
 - Bill is currently held up and may not see until next year
- SB 588 (Archuleta)
 - Imposes penalties on a prime contractor that fails to submit a certification to the awarding department regarding DVBE participation
 - First Violation: \$10,000 fine/Five year contracting ban
 - Second Violation: \$10,000 each additional violation/Permanent contracting ban
 - Limited to commodities
 - Still in the assembly

Department of General Services (DGS) – Daniel Rosinsky-Larsson

- DGS Outreach Recommendations to Improve DVBE Outreach
 - Completed all but 2 recommendations; Tracking and Partnering
- Annual Assessment- Estimated at January 2020
- Advocate Survey-
 - CaleProcure- Discovered incomplete or irrelevant results with the search feature using keywords and UNSPSC codes
 - Continue to provide feedback, tips and suggestions as they are continuing to make relevant changes

DGS - CAR Updates – Anda Draghici

- Consolidated Annual Report – Completed August 12, 2019
 - 90 completed and with 10 extensions
- Extensions will not be accepted after October 15, 2019
- Josh Wallman, new Research Data Specialist and will be completing the future updates and trainings

DGS – DVBE Subcontracting Report, Form 810P and 810D – Anda Draghici

- Forms and report instructions are ADA compliant and are linked to the web application (special link)
- Having trouble logging in? Email OSDShelp@dgs.ca.gov
- Authority, Statutes may change if bills are passed

- There are two state auditor DVBE Program audit findings. Links to view recommendations:
 - 2013-115
<https://www.bsa.ca.gov/pdfs/reports/2013-115.pdf>
 - 2018-114
<https://www.bsa.ca.gov/pdfs/reports/2018-114.pdf>
- Challenges: Not sure if subcontractors are being paid
- Reports are mandatory and due to DGS no later than November 1st each year, by email
- In previous, there have not been enough data to support primes vs subs data. It is currently being reviewed and captured.
- Soon, agencies will be able to run their own reports.
- Improvement plans may be submitted now

Special Acknowledgement- SB/DVBE Advocate Board

- Andrea Pina has taken on a new position and was acknowledged for her superior service and commitment to the Small Business Community and fellow SB/DVBE Advocates
- Andrea Franco will be representing Department of Consumer Affairs

Department Highlight- CA Tahoe Conservatory, Sue Ewbank

- Currently working on projects that have been in the works for over 15 years, using Federal and State grants
- They have limited suppliers and are looking to attract SB/DVBEs from the outlying areas
- Currently experiencing resistance from SB/DVBEs due to the bureaucracy and the tediousness of the paperwork
- Currently using a variety of out-of-state small businesses as the in-state businesses are not qualified
- Using interagency agreements
- Current needs: consulting and fire prevention
- Current goals: SB-28% and DVBE- 10%

Outreach Events – Tracy Bowen

- Upcoming events are posted on the CalProcure Outreach Calendar
- September- Santa Rosa
- October-
 - 10/3 - Get Connected, Stockton
 - 10/18 - Wine Not, Lincoln
 - 10/30 – Procurement Fair, San Diego

- November- San Ramon
 - 11/20- Turning Contacts into Contracts, Long Beach

Additional Info – Matt Zweier, DGS

- 20th Annual SARA Awards
 - Recommendations/applications are due September 27, 2019
 - Event will be held January 29, 2020 at the Citrus Heights Community Center

Meeting Adjourned

Michael Aguilio adjourned the meeting at 4:01 p.m.