



**Department of General Services
Procurement Division**

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Bulletin #: F-03-19

**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)
Small Business/DVBE Advocates**

RE: Important update on FI\$Cal Form 810C - Consulting Services Report

The Consolidated Annual Report (CAR) covering fiscal year (FY) 2018-19 is due on August 1, 2019. As you know, the Department of General Services (DGS), Procurement Division (PD), Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) implemented the CAR functionality in FI\$Cal.

This bulletin is to inform state departments transacting in FI\$Cal and SCPRS that the release of the Form 810C (Consulting Services Report) functionality in FI\$Cal has been delayed until August 15th.

As a result, OSDS will run all the departments' Form 810C reports on August 31st. Departments are not required to submit paper reports for Consulting Services Form 810C, but are encouraged to run and review the reports when they become available in mid-August, and save those reports for their records. Departments should report to OSDS any major defects/inconsistencies that they find in the Form 810C report before August 31, 2019.

In the event that your department elects to use the 810C paper form to submit its Consulting Services Report, you can retrieve the updated paper form and instructions by registering with and accessing the web application at:

- <https://www.dgsapps.dgs.ca.gov/PD/DocumentPortal/>

All other reports (Forms 810, 810A, 810E, and 810S) will be run according to the current set schedule or granted extensions.

If you have any questions regarding this notification, please contact:

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