



**Department of General Services  
Procurement Division**

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**Broadcast Date: March 4, 2024**

**Bulletin #: E-03-24**

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**TO: Purchasing Authority Contacts (PACs)  
Procurement and Contracting Officers (PCOs)  
Small Business (SB) and Disabled Veteran Business Enterprise (DVBE)  
Advocates**

**RE: Training Webinar on the State Department's Contractor DVBE Subcontracting  
Consolidation Report**

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The State Department's Contractor DVBE Subcontracting Consolidation Report (DGS PD 810D) for Fiscal Year 2023-24 is **due on November 1, 2024** (refer to State Contracting Manual Vol.2 [Section 2200.2](#))

The Department of General Services (DGS), Procurement Division (PD), Office of Small Business (SB) and DVBE Services are offering two training webinars on the DVBE Subcontracting Report. The webinar dates are as follows:

- March 5, 2024, 9:00 a.m. – 10:30 a.m. (Microsoft Teams)
- March 14, 2024, 2:00 p.m. – 3:30 p.m. (Zoom)

**Who should attend:**

- SB and DVBE Advocates
- Employees responsible for reviewing the completed Prime Contractor's Certification - DVBE Subcontractor Reports (STD 817)
- Employees responsible for creating and/or approving the DGS PD 810D

**Where will it be held:**

- These sessions will be held live via Microsoft Teams and Zoom.

**What will be covered:**

- Overview of background, statutes, and regulations
- DVBE subcontractor reporting requirements and recent updates
- Guidance on forms and submission instructions

To access forms and instructions click here:

[DVBE Subcontracting Report Forms and Instructions](#)

**How to register:**

For registration, select your preferred session and sign up through the provided links. A confirmation email will be received following registration.

- Register for March 5, 2024, 9:00 a.m. – 10:30 a.m. (Microsoft Teams) [here](#)
- Register for March 14, 2024, 2:00 p.m. – 3:30 p.m. (Zoom) [here](#)

*Note: To register for the March 5th training, please use Microsoft Edge or another compatible browser. The above provided link is not compatible with Chrome.*

**How to join the live webinars:**

Upon registration, an email will be sent with a webinar log-in link and code.

**Americans with Disabilities Act (ADA):**

A minimum of five (5) business days are required when requesting a reasonable accommodation. Persons with disabilities requiring reasonable accommodation to participate in this event, please contact:

[OSDSreports@dgs.ca.gov](mailto:OSDSreports@dgs.ca.gov)

Additional ADA information regarding reasonable accommodation is available at:

[Access Reasonable Accommodation information here](#)

For information and/or questions about this notice and event, please contact:

[OSDSReports@dgs.ca.gov](mailto:OSDSReports@dgs.ca.gov)