

# California and Small Business

## A Resource Guide to Financial Opportunities With State Government



**STEVE WESTLY**  
California State Controller

June 2005



STEVE WESTLY  
California State Controller

---

Dear California citizens:

It is my pleasure to introduce this *Resource Guide to Financial Opportunities With State Government* to California's small business community.

This unique document combines general information with Web-based resources to assist California small businesses as they conduct their business in and with the State of California. The Guide identifies information and websites for contracting with the state, tax incentive programs and state financial resources. It also includes a few links to the federal SBA programs. Since programs and funding change the reader is urged to always check the current status of interested programs.

Many business owners are not acquainted with the existing business development programs and services, nor do they have the time to research and numerous Web sites and multiple links to obtain pertinent information. Portions of the Guide were therefore written in a step-by-step format to help small business owners not familiar with the Internet understand what is available and to successfully access the information. I hope having these resources listed together in one comprehensive publication will enable small businesses to take full advantage of the programs designed for their benefit.

The state's small businesses are helping to stimulate our economy as they generate new jobs. Saving them time by providing access to the tools they need to improve and expand their operations will make California a more business-friendly state. The lesson is simple: Working together, we can create effective, practical solutions to make State government an asset to the small business community.

Sincerely,

A handwritten signature in black ink that reads "Steve Westly". The signature is written in a cursive, flowing style.

STEVE WESTLY  
California State Controller

---

# Contents

<b>Introduction</b> .....	1
<b>Overview of State Web Site Resources</b>	
Doing Business With the State.....	3
Financial Resources .....	5
<b>Financial Assistance</b>	
<b>I. Loan Programs</b>	
California Capital Access (CalCAP) Program .....	11
California Industrial Development Financing Advisory Commission (CIDFAC) Programs .....	12
Industrial Development Revenue Bond (IDB) Program .....	13
Recycling Market Development Zone (RMDZ) Revolving Loan Program.....	14
Replacement of Underground Storage Tank (RUST) Program .....	15
Small Business Loan Guarantee Program.....	16
Small Business Pollution Control Tax-Exempt Bond Financing Program .....	19
<b>II. Grant Programs</b>	
Innovative Clean Air Technologies (ICAT) Program .....	21
Public Interest Energy Research (PIER) Program.....	22
The Buy California Initiative .....	24
Tire Grant Program.....	25
Underground Storage Tank Clean-up Fund – RUST Grants .....	26
<b>III. Tax Incentive Programs</b>	
Enterprise Zone Program .....	27
Local Agency Military Base Recovery Area (LAMBRA) .....	29
Other Tax Incentives .....	30
<b>IV. Procurement Assistance</b>	
Disabled Veteran Business Enterprise (DVBE) and Small Business (SB) Certification Programs.....	31
Disadvantaged Business Programs.....	32

**V. Small Business Administration Programs**

Basic 7(a) Loan Guaranty..... 34  
Certified Development Company (CDC), a 504 Loan Program ..... 35  
Loan Prequalification ..... 36  
Microloan, a 7(m) Loan Program ..... 37

**VI. Miscellaneous Program**

Gas Tax Refund Program..... 38

**Doing Business With the State**

**I. State Contracting**

Background and Certification..... 40  
Small Business Preference Programs ..... 41  
Additional Business Opportunities ..... 42  
Annual Reports and Improvement Plans ..... 43  
Small Business Regulations ..... 43  
Departments' Small Business Participation Rates ..... 43

**II. Resource Assistance**

Department of General Services ..... 45  
California Small Business Advocate ..... 46  
State Agency Index ..... 46  
Directory of SB and DVBE Advocates ..... 46  
Directory of Small Business Development Centers ..... 57

# Introduction

The State of California provides a host of helpful information and financial opportunities for California small businesses on numerous Internet web sites and related links. This publication identifies the key sites for small businesses interested in doing business with the state and finding financial resources offered by state government. For many programs a brief summary is also provided with a program description and contact information.

The first section, Overview of State Web Site Resources, identifies the key state links that provide information for businesses as well as links related to financial resources. It is written in a step-by-step format to especially assist those small business owners not comfortable with navigating the Internet.

The second section, Financial Assistance, provides more detailed information on some of the financial resource links identified in section one as well as specific information on a number of resources helpful to small businesses.

The third section, Doing Business With the State, provides general information on how to contract with the State, as well as related information and resources.

This material has been compiled from a number of State Web sites. Some of the information on these Web sites may not be current. We have tried to include only programs that are currently in operation. Some programs listed in this document may over time be terminated or have their funding reduced due to budget constraints, statutory changes, or program consolidations. **Information provided in this document should be confirmed directly with the administering agency.**

A new Web site is currently being built through the Business, Transportation, Housing Agency; this site will combine and update business information and financial resources. If the sites in this publication do not work, check the Business, Transportation, Housing agency Web site for updated site information.

# **Overview of State Web Site Resources**

# Overview of State Web Site Resources

The State of California provides a large amount of helpful information for small businesses through various State Web sites. This section of the Resource Guide brings together and highlights some of the useful information now located on several Web sites containing multiple levels of information links.

This overview is limited to and organized around two subjects of interest to small business owners: doing business with the State and identifying financial resources.

## Doing Business With the State

You can find information on doing business with the State at the Department of General Services' Web site, at <http://www.dgs.ca.gov/>. From the DGS site home page, click on the [Small Business and DVBE](#) link located in the middle of the screen.

From this page, you can access the links listed below. These links will take you to pages containing information on certification and program participation, as well as to pages containing other useful information on contracting.

### DVBE and Small Business Certification

- [About the Certified Firm & Certification Status Search Options](#)
  - [Go directly to Keyword Query](#)
  - [Go directly to Standard Query](#)
- [About the DVBE and Small Business Certification Programs](#)
  - [DVBE Certification Benefits and Eligibility Requirements](#)
  - [Small Business Certification Benefits and Eligibility Requirements](#)
- [Certification Applications, STD. 812 & STD. 813](#)
  - [Affiliate Information Form](#)
  - [Standard Industrial Classification \(SIC\) Codes](#)
- [DVBE and Small Business Program Violations and Sanctions](#) (Added 3/1/05)
- [Local Governments and Other Agencies That Accept the State's Small Business &/or DVBE Certification](#) (Reciprocity Program)
- [Maintaining Your Certification Status](#)
  - [Certification Renewal](#)
  - [Online Certified Firm Profile](#)

- [Reporting a Business or Certification Information Change](#)
- [Nonprofit Veteran Service Agency](#) (Added 3/1/05)

## **DVBE Participation Program**

- [About the DVBE Participation Program](#)
- [DVBE Business Utilization Plan](#) (Revised 5/04) (PDF)
- [DVBE Program Requirements, STD. 840](#) (Revised 9/15/03) (PDF)
- [DVBE Resource Packet](#) (Revised 11/04) (PDF)
- [Find Certified DVBEs](#)

## **Small Business Participation**

- [About the Small Business Five Percent Bid Preference](#)
- [Achieving Small Business Participation](#)
- [Microbusiness Definition](#)

## **More DVBE, Small Business, and Related Contracting Information**

- [Annual SB, DVBE, and Consulting Services Reports & Forms \(Statewide\)](#)
- [DVBE & Small Business Advocates](#)
- [Events](#)
- [Legislation & Executive Orders](#)
- [Outreach & Education Newsletters](#) (Added 5/10/05)
- [Prompt Payment Program](#)
  - [Nonprofit Organization Registration for Prompt Payment Benefits](#)
  - [Prompt Payment Rubber Stamp](#)
- [Publications](#)
- [Related Websites](#)

## **Need Help? Contact Us**

- [Office of Small Business and DVBE Services](#)

## Financial Resources

The State's main Web site, at <http://www.ca.gov/>, provides a wealth of information for small business owners on a range of subjects, including financial resources, permits and licenses, taxes, environmental requirements, and laws and regulations. The site also includes a listing of State business agencies and helpful business facts and figures.

From the main site, click on the Business link on the left side of the screen to access a list of other links to a broad range of helpful business-related information. The links are as follows.

- [Business Facts and Figures](#)
- [E-Commerce](#)
- [Major California Industries](#)
- [Helping Businesses Succeed](#)
- [Permits and Licenses](#)
- [Beginning a Business in California](#)
- [Workforce](#)
- [Doing Business with the State](#)
- [Moving Goods](#)
- [Tax Information and Forms](#)
- [Environmental Requirements](#)
- [Trade](#)
- [California Business Laws and Regulations](#)
- [California Business Policy Sources](#)
- [California Business Agencies](#)

### Helping Businesses Succeed

Most of the information relating to financial resources is located under the [Helping Businesses Succeed](#) link, under the headings Financial Assistance and Tax Incentives.

The following material identifies only those programs for which a small business would be directly eligible for assistance. Business owners should contact individual programs directly to make sure future statutory or budgetary changes have not modified or eliminated them.

## **Financial Assistance**

From the Helping Businesses Succeed page, click on the Financial Assistance link, then on the Financing Resources link. The relevant financing programs are organized under the following subheadings:

- Infrastructure & Community
- Small Business
- Index of Funding Programs

### **Infrastructure & Community**

Click on the [Infrastructure & Community](#) link. Here you will find programs administered by the Infrastructure Bank. The Bank contributes to California's economic growth by helping local governments and businesses secure capital to invest in major public, private, and nonprofit ventures. The Bank is located within the Business, Transportation and Housing Agency. Several Bank programs provide funding guarantees to financial institutions to encourage loans to businesses. The only current program that may be of interest is the Industrial Development Revenue Bond Program. Businesses should check with the Bank for specific program criteria and for any change in program offerings.

### **Industrial Development Revenue Bond Program**

The Industrial Development Revenue Bond (IDB) Program provides tax-exempt financing for qualified manufacturing and processing companies for the construction or acquisition of facilities and equipment. IDBs allow private companies to borrow at low interest rates normally reserved for state and local governmental entities.

At the bottom of the Infrastructure & Community page is the [Other State and Federal Funding Programs](#) link. This link provides access to information on:

- California Financing Programs
- California Grant Programs
- Federal Financing Programs
- Federal Grant Programs
- Private Funding Programs

## Small Business

[Small Business](#) is the second link on the Financial Assistance page.

State support for small businesses includes financial assistance, training, and technical assistance. The programs identified under this category include direct loans, SBA loans, and California Technology in Partnership grants.

- **[Direct Loans to Small Businesses](#)**

In addition to loan guarantees provided through nonprofit Financial Development Corporations on behalf of the State, there are direct loans available to small businesses for specific purposes. The programs listed as direct loan programs include the following.

- **Loan Guarantees for Small Business**

This program provides guarantees for banks to make loans to small businesses that would have a hard time obtaining financing otherwise.

- **Replacement of Underground Storage Tanks (RUST)**

Direct loans for the replacement of underground storage tanks and the removal and upgrade of existing tanks for small business owners of gas stations.

- **[California Technology In Partnership Grants \(CalTIP\)](#)**

The CalTIP matching grant program is designed to create new high-tech businesses in California with the help of its Regional Technology Alliances in the San Francisco Bay Area, Los Angeles, San Diego, Inland Empire/Imperial, Sacramento, and San Joaquin Valley regions.

## Index of Funding Programs

The third link on the Financial Assistance page that is of interest to small business owners is [Index Of Funding Programs](#).

This online Index duplicates most of the programs previously identified in the Infrastructure & Community and Small Business sections. The only link that appears under Index of Funding Programs and not in the other sections is the Small Business Financing Programs link.

- **Small Business Financing Programs**

This link contains a list of on line federal and state financial assistance programs available for California businesses. As in other sections, this link contains a longer list of programs, but only those programs for which small business owners are directly eligible are highlighted below.

- **California Industrial Development Financing Advisory Commission (CIDFAC)**

<http://www.treasurer.ca.gov./CIDFAC/>

The Treasurer's office assists California manufacturing businesses in funding capital expenditures for acquisitions or expansions. Allows a business to borrow funds at competitive rates through the issuance of tax-exempt bonds enhanced by a letter of credit.

The Small Business Administration has a number of loan programs for eligible small business including several loan guaranty programs as well as a micro loan program. Interested businesses should go directly to the Small Business Administration Web site, at <http://www.sbaonline.sba.gov/financing/index.html> and then click on the SBA Loan topics box for a detailed discussion of each program.

## **Tax Incentives**

An additional set of state programs that may provide assistance to small businesses is grouped under the "[Tax Incentives](#)" heading under the "Helping Businesses Succeed" link. These include the programs listed below.

- **Enterprise Zones**

All businesses located in California Enterprise Zones are eligible for special state and local incentives. Find out if you are in an Enterprise Zone.

- **Local Agency Military Base Recovery Act (LAMBRA)**

Businesses located on closed military bases may be eligible for tax credits. Learn more about military bases that are in the Local Agency Military Base Recovery Act (LAMBRA) program.

## **Featured Links**

The bottom half of the "Tax Incentives" page lists three programs under the heading "Featured Links." These programs are unique in that they are region-based, featuring various tax incentives for businesses operating within certain areas of the state.

This link provides information on some very specific regional programs that feature various tax incentives for businesses.

- **[Los Angeles Revitalization Zone \(LARZ\)](#)**  
LARZ was established to stimulate economic growth, create jobs, and rebuild business within portions of Los Angeles County that sustained damage from civil disturbances in 1992.
- **[Manufacturing Enhancement Areas](#)**  
This program stimulates job creation in the Brawley and Calexico area and provides tax incentives to businesses located in the local area.
- **[Targeted Tax Area](#)**  
Businesses located in Tulare County can gain valuable tax incentives.

## **Beginning a Business in California**

The [Beginning a Business in California](#) link allows you to access information on Small Business Development Centers. To access this information from the “Beginning a Business in California” page, click on the “Small Business Development Centers” link under the “Starting a Business” heading.

California's network of Small Business Development Centers (SBDCs) are housed in California's community colleges. The centers link federal, state, educational, and private resources designed for small businesses in the local community. The SBDCs provide one-stop access to free business counseling, planning, marketing, and training programs. A list of centers can be found at [www.ccewd.net](http://www.ccewd.net). On the right-hand side of the screen, under Initiatives, you will find a link to all of the SBDCs in the state.

The small business services include, but are not limited to, management, marketing, financing, accounting, strategic planning, regulation, taxation, capital formation, procurement, human resource management, production, operations, economic development, production analysis, plant layout and design, agribusiness, computer application, limited business law assistance, exporting, office automation, site selection, or any other areas of assistance required to promote small business growth, expansion, and productivity within the state.

# **Financial Assistance**

# I. Loan Programs

## **California Capital Access (CalCAP) Program**

<b>Agency</b>	California Pollution Control Financing Authority
<b>Purpose of Program</b>	This program provides incentives for lenders to make loans to small businesses that may otherwise have difficulty obtaining financing. This is accomplished through a loss reserve account that provides up to 100% coverage for the lender on certain loan defaults.
<b>Type of Funding</b>	The program provides loans with variable rates and terms. The borrower works directly with a CalCAP lender.
<b>Eligibility</b>	<ul style="list-style-type: none"><li>• The borrower's business must be in one of the industries listed in the qualified Standard Industry Classification codes list. <u>The business is not required to engage in activities that affect the environment.</u></li><li>• The borrower's primary business and 50% of its employees, business income, sales, or payroll must be in California.</li><li>• The business activity resulting from the bank's loan must be created and retained in California.</li><li>• The business must be classified as a small business under U.S. Small Business Administration guidelines (Title 13 of the Code of Federal Regulations) or have fewer than 500 employees.</li></ul>
<b>Amount Available</b>	The maximum loan amount is \$2.5 million.
<b>Contact Information</b>	Don Sherman, SBAF Program Manager 915 Capitol Mall, Room 466 Sacramento, CA 95814 (916) 654-5610 <a href="http://www.treasurer.ca.gov/cpcf/calcap.htm">http://www.treasurer.ca.gov/cpcf/calcap.htm</a>

## **California Industrial Development Financing Advisory Commission (CIDFAC) Programs**

<b>Agency</b>	California Industrial Development Financing Advisory Commission (CIDFAC), located in the State Treasurer's Office.
<b>Purpose of Program</b>	The California Industrial Development Financing Advisory Commission (CIDFAC) administers a number of programs to assist California manufacturing businesses in funding capital expenditures for business acquisitions or expansions. The programs allow businesses to borrow funds at competitive rates through the issuance of tax-exempt bonds enhanced by a letter of credit.
<b>Type of Funding</b>	Capital generated from the issuance of tax-exempt industrial development bonds used to finance capital expenditures.
<b>Eligibility</b>	Industrial Development Bonds can be used to finance capital expenditures in agriculture, forestry, or mining. The bonds finance the expansion or acquisition of facilities and equipment for product assembly, fabrication, manufacturing, or processing. Businesses that process or manufacture recycled or reused products and materials may also qualify. Eligibility is governed by a detailed set of criteria pursuant to federal and state law.
<b>Amount Available</b>	The maximum face amount of an IDB bond issue is \$10 million per applicant per public jurisdiction.
<b>Contact Information</b>	Joanie Jones Kelly, Executive Director 915 Capitol Mall, Room 457 Sacramento, CA 95814 (916) 653-3843 Fax (916) 653-3241 <a href="http://www.treasurer.ca.gov/cidfac/">http://www.treasurer.ca.gov/cidfac/</a>

## **Industrial Development Revenue Bond (IDB) Program**

<b>Agency</b>	IDBs can be issued by the California Infrastructure and Economic Development Bank (I-Bank), by local Industrial Development Authorities, or by Joint Powers Authorities. The mission of the I-Bank is to finance public infrastructure and private investments that promote economic growth, revitalize communities, and enhance the quality of life throughout California. The I-Bank is located within the Business, Transportation, and Housing Agency.
<b>Purpose of Program</b>	The IDB Program provides tax-exempt financing to qualified manufacturing and processing companies for the construction or acquisition of facilities and equipment. IDBs allow private companies to borrow at low interest rates normally reserved for state and local governmental entities.
<b>Type of Funding</b>	Funds from tax-exempt securities issued by a governmental entity.
<b>Eligibility</b>	Manufacturing and processing companies are eligible. The project financed by the bonds must be a facility used for the manufacture, production, or processing of tangible property. At least 95% of the bond proceeds must be spent on qualifying costs. Qualifying costs are capital expenditures such as land, buildings, equipment, and other depreciable property, and can also include capitalized interest during construction.
<b>Amount Available</b>	A \$10,000,000 limit per project applies, subject to various conditions, and there is a \$40,000,000 aggregate limitation for all projects by a borrower and for certain users.
<b>Contact Information</b>	Applications are accepted on a continuous basis. The I-Bank Board of Directors normally meets each month to consider approval of complete applications received at least 20 working days prior to the meeting date. For additional information, contact Jeff Emanuels at (916) 324-1299 or at <a href="mailto:jemanuels@ibank.ca.gov">jemanuels@ibank.ca.gov</a> .

## **Recycling Market Development Zone (RMDZ) Revolving Loan Program**

<b>Agency</b>	California Integrated Waste Management Board
<b>Purpose of Program</b>	The program provides direct loans to eligible businesses and nonprofit organizations within Recycling Market Development Zones that manufacture recycled raw materials, produce new recycled products, or reduce the waste resulting from the manufacture of a product. These loans promote market development for post-consumer and secondary waste materials.
<b>Type of Funding</b>	The program makes loans to acquire equipment, make leasehold improvements, purchase recycled raw materials and inventory, or acquire real estate with a maximum value of \$500,000.
<b>Eligibility</b>	Business applicants must be located in one of the designated Recycling Market Development Zones and divert waste from non-hazardous California landfills. The program will end on July 1, 2011 unless later enacted by the Legislature.
<b>Amount Available</b>	Loans may be up to 75% of the cost of a project. The maximum amount per project is \$2 million. Acquisition of owner-occupied, commercial or real estate is limited to \$500,000.
<b>Contact Information</b>	Jim LaTanner, Supervisor RMDZ Loan Program (Mail Stop #11) P.O. Box 4025 Sacramento, CA 95812-4025 (916) 341-6534 <a href="mailto:loans@ciwmb.ca.gov">loans@ciwmb.ca.gov</a> <a href="http://www.ciwmb.ca.gov/RMDZ/">http://www.ciwmb.ca.gov/RMDZ/</a>

## **Replacement of Underground Storage Tank (RUST) Program**

<b>Agency</b>	State Water Resources Control Board
<b>Purpose of Program</b>	The program helps owners and operators of small independent underground storage tanks comply with legislative mandates enacted in 1999 (SB 989) to enhance underground tanks and monitoring systems.
<b>Type of Funding</b>	Typically, loans are provided to facilitate any of the following: plans, permits, drawings; excavation and removal of tanks, lines, and dispensers; installation of new tanks, lines, dispensers, under-dispenser containments, electronic monitoring systems, and enhanced vapor recovery systems. Also, funding is offered to water boards and other regulatory agencies in the event of an emergency situation, or to clean up a site that proposes a health or safety threat.
<b>Eligibility</b>	Small business owners or operators of underground petroleum storage tanks are eligible. Applicants must provide evidence that their site(s) will be in state compliance once funds are applied to the project. Other eligibility can be found in Health & Safety Code section 25299.102.
<b>Amount Available</b>	Loans are below conventional market rates and range from \$10,000 to \$750,000. The program ends on January 1, 2011 unless re-adopted by the Legislature.
<b>Contract Information</b>	Eric Watkins State Water Resources Control Board (916) 323-9879 <a href="mailto:ewatkins@waterboards.ca.gov">ewatkins@waterboards.ca.gov</a> <a href="http://www.waterboards.ca.gov/cwphome/ustcf/rust.html">http://www.waterboards.ca.gov/cwphome/ustcf/rust.html</a>

## **Small Business Loan Guarantee Program**

<b>Agency</b>	Business, Transportation and Housing Agency. The program is administered through contracts between the agency and nonprofit financial development corporations located throughout the state.
<b>Purpose of Program</b>	This program helps businesses become eligible for loans they might not otherwise obtain. It also creates the opportunity for businesses to establish a favorable credit history for future loan needs.
<b>Type of Funding</b>	This program provides loans that are to be used primarily in California for any standard business purpose beneficial to the applicant's business. This may include expansion into new facilities or purchase of new equipment.
<b>Eligibility</b>	Applicants must be small businesses as defined by the federal Small Business Administration (SBA), i.e., businesses that employ no more than 100 people.
<b>Amount Available</b>	Guarantees can cover up to 90% of the loan amount, with the guaranteed portion of the loan not exceeding \$500,000. This program also covers micro-business loans, which are defined as those under \$25,000.
<b>Contact Information</b>	Glenn Stober, Manager Small Business Financial Assistance Program (916) 324-9538 Fax (916) 323-5440 <a href="mailto:CalSmallBiz@bth.ca.gov">CalSmallBiz@bth.ca.gov</a> <a href="http://www.casmallbusiness.ca.gov/">http://www.casmallbusiness.ca.gov/</a> Or contact one of the following financial development corporations that administer the programs locally.

**Northern California Region:**

California Capital Financial Development Corporation  
926 J Street, Suite 1500, Sacramento, CA 95814  
(916) 442-1729, fax (916) 442-7852  
<http://www.cacapital.org>

Nor-Cal Financial Development Corporation  
300 Frank H. Ogawa Plaza, Suite 251  
Oakland, CA 94612  
(510) 208-7330, fax (510) 208-7334

SAFE-BIDCO  
1211 North Dutton Ave., Suite D  
Santa Rosa, CA 95401  
(707) 577-8621, fax (707) 577-7348

**California Central Coast Region:**

California Coastal Rural Development Corporation  
221 Main St., Suite 301  
Salinas, CA 93901  
(831) 424-1099, fax (831) 424-1094

Monterey Branch  
482 Alvarado Street, Suite N  
Monterey, CA 93940  
(831) 641-0722, fax (831) 641-0723

Santa Barbara Branch  
39 East De La Guerra Street  
Santa Barbara, CA 93101  
(805) 962-9251, fax (805) 966-5849

Santa Maria Branch  
910 E. Stowell Road, Suite 110  
Santa Maria, CA 93454  
(805) 349-0798, fax (805) 349-9757

**Central Valley:**

Valley Small Business Development Corporation  
7035 N. Fruit Avenue  
Fresno, CA 93711  
(559) 438-9680, fax (559) 438-9690

**Southern California Region:**

Pacific Coast Regional Financial Development Corporation

3255 Wilshire Blvd., Suite 1501  
Los Angeles, CA 90010  
(213) 739-2999, fax (213) 739-0639

Hancock Urban Development Corporation

3600 Wilshire Blvd., Suite 926  
Los Angeles, CA 90010  
(213) 382-4300, fax (213) 382-4732

San Fernando Valley

12502 Van Nuys Blvd., Suite 119  
Pacoima, CA 91331  
(818) 834-9860, fax (818) 897-8007

Inland Empire

1131 West Sixth Street, Suite 270  
Ontario, CA 91762  
(909) 391-6787, fax (909) 391-6765

Orange County

2333 N. Broadway Street, Suite 440  
Santa Ana, CA 92706  
(714) 571-1900, (800) 265-7896, fax (714) 571-1905

California Southern Financial Development Corporation

600 B Street, Suite 2450  
San Diego, CA 92101  
(619) 232-7771, fax (619) 232-6743

## **Small Business Pollution Control Tax-Exempt Bond Financing Program**

<b>Agency</b>	California Pollution Control Financing Authority (CPCFA)
<b>Purpose of Program</b>	The program provides tax-exempt bond financing to creditworthy small businesses for the acquisition, construction, or installation of qualified pollution control, waste disposal, and resource recovery facilities in California.
<b>Type of Funding</b>	The CPCFA uses its Small Business Assistance Funds (SBAF) to pay for the costs of issuance of tax-exempt bonds issued on behalf of small businesses. The SBAF also pays for letter of credit fees, transaction fees and other costs associated with the issuance of bonds. This assistance reduces the net cost of financing to the small business.
<b>Eligibility</b>	<ul style="list-style-type: none"><li>• To be eligible for the SBAF Tax-Exempt Bond Program, a business must be classified as a small business under U.S. Small Business Administration guidelines (Title 13 of the Code of Federal Regulations) or have fewer than 500 employees, and be involved in appropriate projects.</li><li>• Use of funding must comply with federal eligibility guidelines, which indicate that:<ul style="list-style-type: none"><li>○ 95% of the proceeds must be used for the defined project</li><li>○ 2% of bond proceeds can be used for the costs of issuance</li><li>○ 25% of bond proceeds can be used for land costs in certain cases</li><li>○ A public hearing (TEFRA) must be held before the bonds are issued</li><li>○ To acquire an existing building, a minimum of 15% of the bond proceeds must be used to renovate the building</li><li>○ The average life of the bond issue cannot exceed 120% of the weighted average of the estimated useful life of the assets being financed</li></ul></li></ul>

**Amount  
Available**

Loan amounts range from a minimum of \$1,000,000 to a maximum of \$20 million.

**Contact  
Information**

Don Sherman  
SBAF Program Manager  
915 Capitol Mall, Room 466  
Sacramento, CA 95814  
(916) 654-5610  
<http://www.treasurer.ca.gov/cpcf/bondfinancing.htm>

## II. Grant Programs

### ***Innovative Clean Air Technologies (ICAT) Program***

<b>Agency</b>	California Air Resources Board		
<b>Purpose of Program</b>	The program provides funding for the demonstration of innovative technologies that reduce air pollution.		
<b>Type of Funding</b>	Funding is in the form of grants.		
<b>Eligibility</b>	ICAT funds businesses and entrepreneurs with technical innovations that will improve emission prevention or control. Projects must demonstrate their commercial utility in California. ICAT seeks to assist technologies that help reduce air emissions while promoting new industries and jobs in California, improving industrial productivity and reducing control costs.		
<b>Amount Available</b>	The State of California budgets approximately \$1 million each year for new ICAT projects. An individual project can receive up to \$1 million; however, funds are normally spread over four or five new projects per year.		
<b>Contact Information</b>	<p><u>ICAT Program Managers:</u></p> <table> <tr> <td>Richard Vincent (916) 323-5774 Fax (916) 322-4357 <a href="mailto:rvincent@arb.ca.gov">rvincent@arb.ca.gov</a></td> <td>Sally Jorgensen (916) 323-1517 Fax (916) 322-4357 <a href="mailto:sjorgens@arb.ca.gov">mailto:sjorgens@arb.ca.gov</a></td> </tr> </table> <p>Innovative Clean Air Technologies Program Research Division California Air Resources Board 1001 I Street, Suite 540 Sacramento, California 95814 <a href="mailto:icat@arb.ca.gov">icat@arb.ca.gov</a> <a href="http://www.arb.ca.gov/research/icat/icat.htm">http://www.arb.ca.gov/research/icat/icat.htm</a></p>	Richard Vincent (916) 323-5774 Fax (916) 322-4357 <a href="mailto:rvincent@arb.ca.gov">rvincent@arb.ca.gov</a>	Sally Jorgensen (916) 323-1517 Fax (916) 322-4357 <a href="mailto:sjorgens@arb.ca.gov">mailto:sjorgens@arb.ca.gov</a>
Richard Vincent (916) 323-5774 Fax (916) 322-4357 <a href="mailto:rvincent@arb.ca.gov">rvincent@arb.ca.gov</a>	Sally Jorgensen (916) 323-1517 Fax (916) 322-4357 <a href="mailto:sjorgens@arb.ca.gov">mailto:sjorgens@arb.ca.gov</a>		

## **Public Interest Energy Research (PIER) Program**

<b>Agency</b>	California Energy Commission
<b>Purpose of Program</b>	The program supports energy research, development, and demonstration (RD&D) projects that will improve the quality of life in California by bringing environmentally safe, affordable, and reliable energy services and products to the marketplace.
<b>Type of Funding</b>	Most of the funding is in the form of grants, although some loans are made.
<b>Eligibility</b>	<p>Companies eligible for grants must bring new energy services and products to the marketplace and create statewide environmental and economic benefits.</p> <p>PIER funding efforts are focused on the following RD&amp;D program areas:</p> <ul style="list-style-type: none"><li>• Buildings End-Use Energy Efficiency</li><li>• Energy Innovations Small Grant Program</li><li>• Energy-Related Environmental Research</li><li>• Energy Systems Integration</li><li>• Environmentally Preferred Advanced Generation</li><li>• Industrial/Agricultural/Water End-Use Energy Efficiency</li><li>• Renewable Energy Technologies</li></ul>
<b>Amount Available</b>	The PIER Program annually provides approximately \$62 million in grants and loans to a variety of entities, enabling them to conduct the most promising public interest energy research. Individual grant amounts vary, depending upon the RD&D program area listed above.
<b>Contact Information</b>	Further information may be obtained by visiting the following Web site: <a href="http://www.energy.ca.gov/pier/index.html">http://www.energy.ca.gov/pier/index.html</a>

Questions regarding PIER may be directed to the following Team Leaders:

PIER Acting Program Manager <a href="#">Ron Kukulka</a>	(916) 654-5164
Industrial/Agricultural/Water <a href="#">Pramod Kulkarni</a>	(916) 654-4637
Residential and Commercial Buildings <a href="#">Nancy Jenkins</a>	(916) 654-4739
Energy-Related Environmental Research <a href="#">Kelly Birkinshaw</a>	(916) 654-4542
Environmentally Preferred Advanced Generation Vacant	
Renewables <a href="#">George Simons</a>	(916) 654-4659
Strategic <a href="#">Laurie ten Hope</a>	(916) 654-5036
Energy Innovations Small Grant Program <a href="#">Alec Jenkins</a>	(916) 654-4597

## **The Buy California Initiative**

<b>Agency</b>	Department of Food and Agriculture
<b>Purpose of Program</b>	The program boosts consumption of California's agricultural commodities and assists and support activities that promote specialty crop producers.
<b>Type of Funding</b>	Grants are available in a variety of categories.
<b>Eligibility</b>	Grants are offered to companies concerned with critical issues associated with program areas such as research, agricultural education, nutrition, food safety, and pest and disease eradication.
<b>Amount Available</b>	<p>In August 2001, Congress approved a farm assistance package, which included a block grant to states for assistance to specialty crop producers. Under Public Law 107-25, the State of California, Department of Food and Agriculture (CDFA) received approximately \$70.32 million in federal and state funds to assist and support activities that promote specialty crop producers. Specialty crops are defined as, "any agricultural crop, except wheat, feed grains, oilseeds, cotton, rice, peanuts, and tobacco." The department allocated the full amount to a broad range of programs now listed on its Web site.</p> <p>In December 2004, the President signed new legislation (HR 3242) that enables the U.S. Department of Agriculture to provide additional funding for these programs. New grants will be available once Congress allocates the money to the states. Interested businesses should monitor the department's Web site for news of new grant funding.</p>

### **Contact Information**

Russell Robertson  
Director of Grant Management Program  
1220 N St, Suite A-400  
Sacramento, CA 95814  
(916) 657-3231  
Fax (916) 651-7899  
<http://www.buycalinit.com/default.asp>

## **Tire Grant Program**

<b>Agency</b>	Integrated Waste Management Board
<b>Purpose of Program</b>	The program promotes the reduction of waste tires going to landfills and eliminates the stockpiling of waste tires. Grant programs fund the clean up and abatement of old tires, the recycling of tire materials, and the education of proper disposal of tires.
<b>Type of Funding</b>	Grants are provided in specific tire areas, including: <ul style="list-style-type: none"><li>• Local Government Waste Tire Cleanup</li><li>• Rubberizes Asphalt Concrete</li><li>• Waste Tire Amnesty Day</li><li>• Waste Tire Enforcement</li><li>• Waste Tire Playground Cover</li><li>• Waste Tire Production Commercialization</li><li>• Waste Tire Track and Other Recreational Surfacing</li></ul>
<b>Eligibility</b>	Eligibility varies, depending on the type of project. Businesses that focus on research, business assistance, market development, product procurement, amnesty events, and tire pile clean-up may qualify.
<b>Amount Available</b>	The maximum grant amount is \$250,000. Program funds total \$1.6 million.
<b>Contact Information</b>	Linda Dickinson, Program Manager (916) 341-6437 <a href="mailto:ldickinson@ciwmb.ca.gov">ldickinson@ciwmb.ca.gov</a> <a href="http://www.ciwmb.ca.gov/Tires/Grants/">http://www.ciwmb.ca.gov/Tires/Grants/</a>

## **Underground Storage Tank Clean-up Fund – RUST Grants**

<b>Agency</b>	State Water Resources Control Board
<b>Purpose of Program</b>	The program assists in funding the replacement or repair of underground storage tanks.
<b>Type of Funding</b>	The program makes separate grants for installing or upgrading underground storage tanks.
<b>Eligibility</b>	<p>Small business owners or operators of underground petroleum storage tanks are eligible. Applicants must provide evidence that their site(s) will be in state compliance after the funded project is completed.</p> <p>Eligible uses related to installing storage tanks include leak detection equipment costs required to maintain the UST's interstitial space, and costs associated with requirements to test the UST during and after installation to demonstrate that it is product tight.</p> <p>Eligible uses to upgrade storage tanks include: containment sumps, double walled piping, dispensers; and under-dispenser containment boxes/pans, electronic monitoring systems and enhanced vapor recovery systems.</p>
<b>Amount Available</b>	The grant amount ranges from \$3,000 to \$50,000 for upgrading underground storage tanks. Grants of up to \$30,000 may be made for the installation of underground storage tanks.
<b>Contact Information</b>	Doug Wilson UST Cleanup Fund (916) 341-5745 <a href="mailto:dwilson@waterboards.ca.gov">dwilson@waterboards.ca.gov</a> <a href="http://www.waterboards.ca.gov/cwphome/ustcf/rust_grants.html">http://www.waterboards.ca.gov/cwphome/ustcf/rust_grants.html</a>

## III. Tax Incentive Programs

### *Enterprise Zone Program*

<b>Agency</b>	Department of Housing and Community Development
<b>Purpose of Program</b>	The program provides special state and local tax and other incentives to businesses, to encourage business investment and promote the creation of new jobs in economically distressed areas throughout California,
<b>Type of Funding</b>	The program provides a number of tax incentives to qualifying companies.
<b>Eligibility</b>	All businesses located in an Enterprise Zone are eligible for program benefits. There are 39 Enterprise Zones located throughout California. Enterprise Zones last 15 years from their original date of designation (1986-1997, depending on the zone). A complete listing of Enterprise Zones can be found at the following Web site: <a href="http://www.hcd.ca.gov/ca/cdbq/ez/">http://www.hcd.ca.gov/ca/cdbq/ez/</a>
<b>Credits and Incentives</b>	The program offers the following credits and incentives: <ul style="list-style-type: none"><li>• Up to 100% net operating loss (NOL) carry-forward. NOL may be carried forward 15 years (suspended for tax years 2002 and 2003).</li><li>• Firms can earn \$31,544 or more in state tax credits for each qualified employee hired.</li><li>• Corporations can earn sales tax credits on purchases of \$20 million per year of qualified machinery and machinery parts.</li><li>• Up-front expensing of certain depreciable property. Lenders to Enterprise Zone businesses may receive a net interest deduction.</li><li>• Unused tax credits can be applied to future tax years, stretching out the benefit of the initial investment.</li><li>• Enterprise Zone companies can earn preference points on state contracts.</li></ul>

**Contact  
Information**

Mark Maldonado  
Enterprise Zone Program Director  
(916) 327-2874  
[Mmaldonado@hcd.ca.gov](mailto:Mmaldonado@hcd.ca.gov)  
<http://www.hcd.ca.gov/ca/cdbg/ez/>

## **Local Agency Military Base Recovery Area (LAMBRA)**

<b>Agency</b>	Department of Housing and Community Development
<b>Purpose of Program</b>	The program encourages economic growth in former military base areas by attracting reinvestment and re-employing workers. Tax incentives are provided to businesses that utilize space in former military bases.
<b>Type of Funding</b>	<p>LAMBRA provides a number of tax incentives to qualifying companies, including:</p> <ul style="list-style-type: none"><li>• Sales/use tax credit for Section 1245(a)(3) property (tangible depreciable personal property)</li><li>• Sales/Use tax credit for high technology equipment</li><li>• Sales/Use tax credit for aircraft maintenance equipment</li><li>• Sales/Use tax credit for aircraft components</li><li>• Hiring tax credits for five years</li><li>• Business expense deduction</li><li>• Net operating loss carryover</li><li>• Preference points on state contracts</li></ul> <p>LAMBRA incentives are similar but not identical to Enterprise Zone incentives.</p>
<b>Eligibility</b>	Businesses located in a fully designated LAMBRA Zone are eligible for program benefits.
<b>Contact Information</b>	Patrick McGuire California Enterprise Zone Program Department of Housing and Community Development (916) 445-4191 <a href="mailto:pamcquir@HCD.ca.gov">pamcquir@HCD.ca.gov</a> <a href="http://www.hcd.ca.gov/ca/cdbq/ez/lambra/index.html">http://www.hcd.ca.gov/ca/cdbq/ez/lambra/index.html</a>

## **Other Tax Incentives**

### **Agency**

Employment Development Department (EDD)

### **Type of Incentives**

The California Business Investment Services (CalBIS) Division of EDD has compiled an overview document of various business incentives available to California businesses. Among the tax incentives listed are the Research and Development Tax, Net Operating Loss Carryover, and Child Care Tax Credit. For further information regarding this document, see the following Web site.

### **Contact**

California Business Investment Services  
722 Capitol Mall, Suite 5099, MIC 47  
Sacramento, CA 95814  
(916) 654-7216  
<http://www.labor.ca.gov/calBIS/>

## IV. Procurement Assistance

### ***Disabled Veteran Business Enterprise (DVBE) and Small Business (SB) Certification Programs***

<b>Agency</b>	Department of General Services
<b>Purpose of Program</b>	These programs are designed to increase business opportunities for the DVBE and SB communities with the State of California. The programs are designed to help DVBEs and SBs participate on a more level playing field by providing certain advantages when competing against other non-DVBEs and non-SBs for state contracts and purchases.
<b>Type of Benefits</b>	These programs enhance the likelihood of contracting with State agencies. Please refer to the “Doing Business With the State” section of this document for specifics.
<b>Eligibility</b>	<p><u>DVBE Program</u> – The owner (either sole proprietor or 51% ownership) must meet the criteria of a “disabled veteran,” be domiciled in California, and have a 10% disability from serving in the US Army, Air Force, or Navy. A disabled veteran must manage the business.</p> <p><u>SB Program</u> – A business must be independently owned and operated, cannot be dominant in its field, and must have its principal office located in California; plus, its owner(s) must be domiciled in CA. A qualifying business must have no more than 100 employees, with average gross receipts of \$10 million or less over the prior three years.</p>
<b>Contact Information</b>	Steve Tolle Small Businesses and Resources Department of General Services (916) 375-4935 <a href="mailto:osdchelp@dgs.ca.gov">osdchelp@dgs.ca.gov</a> <a href="http://www.pd.dgs.ca.gov/smbus/default.htm">http://www.pd.dgs.ca.gov/smbus/default.htm</a>

## **Disadvantaged Business Programs**

<b>Agency</b>	California Department of Transportation (Caltrans)
<b>Purpose of Program</b>	<p>The program increases the participation level of disadvantaged businesses in all federal contracting activities.</p> <p>Qualifying businesses are certified as Disadvantaged Business Enterprises (DBE), Minority Business Enterprises (MBE), or Women Business Enterprises (WBE).</p>
<b>Type of Benefits</b>	<p>These programs enhance the likelihood of businesses participating in all federal contracting activities. Please refer to the “Doing Business With the State” section of this document for specifics.</p>
<b>Eligibility</b>	<p>Only small businesses, as defined by the United States Small Business Administration, that are owned and controlled by one or more socially and economically disadvantaged individuals, can be certified as a DBE.</p>
<b>Definitions</b>	<p><u>DBE</u>:</p> <ul style="list-style-type: none"><li>• At least 51% of the small business concern is owned by one or more socially and economically disadvantaged individuals; and</li><li>• The management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.</li></ul> <p><u>MBE</u>:</p> <ul style="list-style-type: none"><li>• At least 51% of the small business is owned by one or more minorities, or, in the case of a publicly owned business, at least 51% of all issued stock is owned by one or more minorities; and</li><li>• The management and daily business operations are controlled by one or more such individuals.</li></ul>

WBE:

- At least 51% of the small business is owned by one or more women; and
- The management and daily business operations are controlled by one or more of the women who own it.

**Contact  
Information**

(916) 324-1700; or toll free (866) 810-6346  
<http://www.dot.ca.gov/hq/bep/>

## V. Small Business Administration Loan Programs

The Small Business Administration (SBA) is the principal federal agency that offers loan programs to assist small businesses. It is important to note, however, that the SBA is primarily a guarantor of loans made by private and other institutions. Following is a brief description of some SBA programs. For a more detailed discussion of a particular program, use the link following its description below.

### ***Basic 7(a) Loan Guaranty***

**Purpose of program**

Serves as the SBA's primary business loan program to help qualified small businesses obtain financing when they might not be eligible for business loans through normal lending channels. It is also the agency's most flexible business loan program, since financing under this program can be guaranteed for a variety of general business purposes.

Loan proceeds can be used for most sound business purposes including working capital, machinery and equipment, furniture and fixtures, land and building (including purchase, renovation, and new construction), leasehold improvements, and debt refinancing (under special conditions). Loan maturity is up to 10 years for working capital and generally up to 25 years for fixed assets.

**Eligibility**

Start-up and existing small businesses, commercial lending institutions.

**Delivered Through**

Commercial lending institutions.

**Information**

[www.sba.gov/financing/sbaloan/7a.htm](http://www.sba.gov/financing/sbaloan/7a.htm)

## **Certified Development Company (CDC), a 504 Loan Program**

### **Purpose of Program**

Provides long-term, fixed-rate financing to small businesses to acquire real estate or machinery or equipment for expansion or modernization. Typically, a 504 project includes a loan secured from a private-sector lender with a senior lien, a loan secured from a CDC (funded by a 100 percent SBA-guaranteed debenture) with a junior lien covering up to 40 percent of the total cost, and a contribution of at least 10 percent equity from the borrower.

### **Eligibility**

Small businesses and not-for-profit child-care centers needing small-scale financing and technical assistance for start-up or expansion.

### **Delivered Through**

Specially designated intermediary lenders (nonprofit organizations with experience in lending and in technical assistance).

### **Information**

[www.sba.gov/financing/sbaloan/microloans.htm](http://www.sba.gov/financing/sbaloan/microloans.htm)

## **Loan Prequalification**

<b>Purpose of Program</b>	Allows business applicants to have their loan applications of \$250,000 or less analyzed and potentially sanctioned by the SBA before they are taken to lenders for consideration. The program focuses on the applicant's character, credit, experience, and reliability rather than on its assets. An SBA-designated intermediary works with the business owner to review and strengthen the loan application. The review is based on key financial ratios, credit and business history, and on the loan-request terms. The SBA's Office of Field Operations and SBA district offices administer the program.
<b>Eligibility</b>	Designated small businesses.
<b>Delivered Through</b>	Intermediaries operating in specific geographic areas.
<b>Information</b>	<a href="http://www.sba.gov/financing/sbaloan/prequalification.htm">www.sba.gov/financing/sbaloan/prequalification.htm</a>

## **Microloan, a 7(m) Loan Program**

<b>Purpose of program</b>	Provides short-term loans of up to \$35,000 to small businesses and not-for-profit child-care centers for working capital or the purchase of inventory, supplies, furniture, fixtures, machinery and/or equipment. Proceeds cannot be used to pay existing debts or to purchase real estate. The SBA makes or guarantees a loan to an intermediary, who in turn, makes the microloan to the applicant. These organizations also provide management and technical assistance. The loans are not guaranteed by the SBA. The microloan program is available in selected locations in most states.
<b>Eligibility</b>	Small businesses and not-for-profit child-care centers needing small-scale financing and technical assistance for start-up or expansion
<b>Delivered Through</b>	Specially designated intermediary lenders (nonprofit organizations with experience in lending and in technical assistance)
<b>Information</b>	<a href="http://www.sba.gov/financing/sbaloan/microloans.htm">www.sba.gov/financing/sbaloan/microloans.htm</a>

## VI. Miscellaneous Program

### ***Gas Tax Refund Program***

<b>Agency</b>	State Controller's Office
<b>Purpose of program</b>	This program refunds gasoline taxes to businesses that purchased gasoline for export or off-highway uses.
<b>Eligibility</b>	Individuals and business entities that use gas for off-highway purposes are eligible and must file a claim with the program to receive the refund. Typical businesses that qualify for such refunds include farmers, exporters, utilities, military bases, and golf courses.
<b>Amount Refunded</b>	Gasoline tax refunds totaled nearly \$4.3 million for the fiscal year ending June 30, 2004.
<b>Contact</b>	Mary Caruthers (916) 445-4868 <a href="mailto:mcaruthers@sco.ca.gov">mcaruthers@sco.ca.gov</a> <a href="http://www.sco.ca.gov/col/taxinfo/gtr/index.shtml">http://www.sco.ca.gov/col/taxinfo/gtr/index.shtml</a>

# **Doing Business With the State**

# I. State Contracting

## Background and Certification

In May 2001, Governor Gray Davis issued an Executive Order stating that increased small business (SB) participation in state contracting was a priority. The Executive Order required the secretaries of state agencies to promote the use of small businesses in state contracting activities, review the small business participation levels within their agencies, and develop a plan for improvement within 60 days when participation levels are low. This order is still in effect.

By this order, all state agencies are required to aggressively pursue an annual 25% contracting participation goal of the agency's overall annual contracting dollars for small businesses, including microbusinesses (MB). Agencies also have a Disabled Veteran Business Enterprises (DVBE) contracting participation goal of 3%.

In fiscal year 2002-03, the State of California awarded \$781,306,356 in contracts to certified small businesses and \$223,076,810 to certified microbusinesses, for an overall award total of \$1,004,383,166. This represents 17.69% of the \$5,678,492,327 awarded to all contractors. This is a sharp decline from the 30.18% reported for fiscal year 2001-02.

During fiscal year 2002-03, the number of California certified small business firms rose from 10,926 to 15,388, an increase of 41% over the previous fiscal year.

In order to do business with the state a business has to be certified as a small business (SB), a microbusiness (MB), and/or a disabled veteran business enterprises (DVBE). Certification under any of these categories requires the business to meet specific criteria covering size, income, and ownership. For information on the certification process, how the State buys products and services, and how your firm can become a potential supplier to the State of California, see the Department of General Services Web site at <http://www.pd.dgs.ca.gov/sell2state/default.htm>,

## Small Business Preference Programs

California has a number of programs for small businesses to encourage and equalize the opportunity to do business with the State. The Small Business Procurement and Contract Act ([Government Code, Section 14835](#)) was enacted in 1973 to afford small businesses the same free enterprise opportunities as their competitors that are not small-business certified.

### 5% Small Business Bid Preference Programs

State law allows [certified](#) small business (SB) and micro business (MB) firms, as well as non-small businesses that subcontract with a certified SB/MB firm, to receive a 5% bidding preference on applicable state solicitations. The effect of the preference is to help SBs/MBs be more competitive in the bid process, thereby enhancing the awarding of state contracts directly or indirectly to SB/MB firms. The preference is used only for computation purposes to determine the winning bidder; the contract is awarded at the actual bid amount.

Prior to the review of preferences, the State's buyer determines that bidders are responsive to the solicitation requirements, are responsible bidders, and are otherwise eligible to receive the contract under all applicable laws and regulations.

There are several general rules relating to the application of the small business preference:

- Any preference (e.g., TACPA, EZA, LAMBRA, or the non-SB subcontracting preference) cannot displace a direct award to a certified SB.
- In no event shall the SB preference or non-SB subcontracting preference exceed \$50,000 in any single bid.
- In no event shall the combined cost of available preferences exceed \$100,000.
- In the event of a tie between a SB/MB and a firm that is SB/MB and DVBE, the award shall be made to the latter firm.

For specific information on how to apply and calculate the 5% Small Business Bid Preference, refer to the Department of General Services' Purchasing Authority Manual (PAM),

Chapter 3, Socioeconomic and Environmental Programs, Topic 4, at:

<http://www.documents.dgs.ca.gov/pd/delegations/chapter03.pdf>.

### **Other Preference Programs**

[The Target Area Contract Preference Act \(TACPA\)](#) provides a 5% bid preference on service and commodity contracts valued at more than \$100,000 if the business work site is located in a distressed area as designated by the Office of Planning and Research. This preference, however, DOES NOT give preference over a small business that does not claim TACPA compliance.

[The Enterprise Zone Act \(EZA\)](#) provides a 5% bid preference on service and commodity contracts valued at more than \$100,000 if the business work site is located in an enterprise zone as designated by the State Trade and Commerce Agency.

[The Local Agency Military Base Recovery Area Act \(LAMBRA\)](#) provides a 5% bid preference on service and commodity contracts valued at more than \$100,000 if the business work site is located in an enterprise zone as designated by the State Trade and Commerce Agency.

[Recycled Materials](#) – Public Contracting Code 12150 requires potential suppliers to certify the percentage of recycled content for certain products. When evaluating bids, state agencies and departments provide for a purchase preference of up to 10% for recycled paper and 5% for other recycled materials.

### **Additional Business Opportunities**

SBs and DVBEs may also contact each department's Small Business/Disabled Veteran Business Enterprise Advocate and its Procurement Official directly to find out about additional purchasing and contracting opportunities. Many times, departments purchase small items under the \$5,000 threshold, which does not require formal advertising on the State of California's Contracts Register.

However, these purchases do require two formal bids from SB/DVBEs before actual purchases can be completed. A list of the SB/DVBE advocates in each department can be accessed at:

<http://www.pd.dgs.ca.gov/smbus/advocate.htm> - sdad

## Annual Reports and Improvement Plans

Every year, each state agency must submit to the Legislature an annual report that shows whether its participation goals involving DVBEs and SBs have been met or exceeded. If the minimum goals are not met, the agency must provide a sound justification and identify the remedial action it will take to attain or exceed the goals the following year. An Improvement Plan must be developed and submitted with the Annual DVBE, SB, and MB Contracting Activity Report and the Annual DVBE Participation Annual Report.

More information regarding the annual reports can be found at <http://www.pd.dgs.ca.gov/smbus/rptsforms.htm>

## Small Business Regulations

The regulations governing implementation of the small business procurement program can be found at <http://www.documents.dgs.ca.gov/pd/smallbus/sbregs.pdf>

## Departments' SB Rates

The table below shows state departments that made a significant improvement in their rate of SB participation from 2002 to 2003.

Department	2002	2003	Improvement
African-American Museum, California	29.1%	73.8%	44.7%
Alcohol and Drug Programs	25.2%	40.0%	14.8%
Bay Conservation and Development Commission	27.9%	44.3%	16.4%
Coastal Commission, California	21.2%	69.2%	48.0%
Consumer Affairs	13.0%	27.5%	14.5%
Corrections, Board of	25.4%	53.5%	28.1%
Emergency Medical Services Authority	29.5%	61.1%	31.6%
Finance	20.4%	32.9%	12.5%
Highway Patrol, California	26.9%	43.7%	16.8%
Housing and Community Development	11.9%	35.4%	23.5%
Military	27.8%	42.1%	14.3%
Prison Terms, Board of	57.5%	67.8%	10.3%
Public Employment Relations Board	19.6%	57.8%	38.2%
Real Estate Appraisers, Office of	37.5%	63.8%	26.3%
Real Estate	37.0%	52.8%	15.8%
State and Consumer Services Agency	5.7%	24.8%	19.1%
Student Aid Commission	22.9%	46.9%	24.0%
Teachers' Retirement System, State	4.0%	39.6%	35.6%
Traffic Safety, Office of	27.6%	80.9%	53.3%
Water Resources Control Board, State	32.1%	58.7%	26.6%

**Contact**

Simona Hernandez

(916) 375-4921

[simona.hernandez@dgs.ca.gov](mailto:simona.hernandez@dgs.ca.gov)

The complete annual reports are available at:

<http://www.pd.dgs.ca.gov/smbus/rptsforms.htm>

## II. Resource Assistance

### Department of General Services

The Department of General Services (DGS) has developed several tools that can save small businesses time and money and can significantly assist them in procuring state contracts.

#### **State Contracts Register**

The California State Contracts Register (CSCR) is a one-stop information source for state contracting opportunities, allowing businesses to quickly identify available estate contracts for services, construction, and IT goods. The register is available at: <http://www.cscr.dgs.ca.gov/cscr/>.

#### **Subscription Outreach Services (SOS)**

SOS automatically delivers state and local government contract opportunity advertisements from the CSCR to your desktop or fax. More information can be found on the DGS Web site, shown below.

#### **Contractor Advertisements**

Contractor advertisements enable private-sector businesses to attach advertisements to existing government advertisements in the CSCR. Firms can advertise for subcontractors and suppliers or, conversely, subcontractors and suppliers can announce their availability to contribute to a project. These advertisements increase networking opportunities, but they do not take the place of advertisements in trade and/or focus publications for DVBE participation enterprises.

Information on SOS and contractor advertisements can be found on the DGS Web site under “Business Opportunities,” or directly at:

[https://www.cscr.dgs.ca.gov/cscr/premium\\_services/info/premium\\_services\\_information.asp](https://www.cscr.dgs.ca.gov/cscr/premium_services/info/premium_services_information.asp) - contractor advertisements

#### **DGS Contact Information**

Procurement Division  
Department of General Services  
707 Third Street, 2nd Floor  
West Sacramento, CA 95605

(800) 559-5529  
(916) 375-4400  
(916) 322-7535 TDD/TTY (Pending)  
Fax (916) 375-4613

### **California Small Business Advocate**

California state government has an Office of the Small Business Advocate. The Governor appoints the Director, whose responsibility is to serve as the State's principal advocate on behalf of small business. At the moment, the office is housed in the Governor's Office of Planning and Research. The specific powers given to the Director to assist the small business community are described in Government Code Sections 65054-65054.5.

### **State Agency Index**

A comprehensive list of links to state agency Web sites can be found at the main state portal Web site, [http://www.ca.gov/state/portal/myca\\_homepage.jsp](http://www.ca.gov/state/portal/myca_homepage.jsp). "State Agency Index" is the first entry under "Quick Hits" on the right-hand side.

### **Directory of SB and DVBE Advocates**

State agencies with annual expenditures of over \$100,000 have a liaison with SB and DVBE suppliers, to help them resolve contracting issues with the State. The SB/DVBE advocate's duties include:

- Making information regarding pending solicitations available to, and considering offers from, California small business suppliers that are capable of meeting the State's business needs and have registered with the State for this purpose.
- Ensuring that payments due on a contract with a small business are made promptly, as provided for in [Government Code Section 927 et seq.](#)

The **SB and DVBE Advocates Directory** on the following pages was compiled by the California Department of General Services, Procurement Division; it is current as of December 2004. A current listing can also be found on the DGS Web site, at:

<http://www.pd.dgs.ca.gov/smbus/advocate.htm>

<p><b>AGING, DEPARTMENT OF</b> BUSINESS SERVICES UNIT 1600 K ST ssanchez@aging.ca.gov (916) 322-3575 Fax: (916) 327-3661 STEPHEN SANCHEZ SACRAMENTO, CA 95814</p> <p><b>AGRICULTURAL &amp; LABOR RELATIONS BOARD</b> 915 CAPITOL MALL, THIRD FLOOR jbarbosa@alrb.ca.gov (916) 653-3741 Fax: (916) 653-8750 J. ANTONIO BARBOSA SACRAMENTO, CA 95814</p> <p><b>AGRICULTURAL &amp; LABOR RELATIONS BOARD</b> 915 CAPITOL MALL, THIRD FLOOR smccarther@alrb.ca.gov (916) 653-2690 Fax: (916) 653-2743 SALLIE MC CARTHER SACRAMENTO, CA 95814</p> <p><b>AGRICULTURAL &amp; LABOR RELATIONS BOARD</b> 915 CAPITOL MALL, THIRD FLOOR nturner@alrb.ca.gov (916) 653-2690 Fax: (916) 653-2743 NORMA TURNER SACRAMENTO, CA 95814</p> <p><b>AIR RESOURCES BOARD, DEPT OF</b> 1001 I STREET aseverns@arb.ca.gov (916) 322-6712 Fax: (916) 327-2940 ANISE SEVERNS SACRAMENTO, 95812</p> <p><b>ALCOHOL AND DRUG PROGRAM, DEPARTMENT OF</b> 1700 K STREET, 5TH FLOOR srowen@adp.state.ca.us (916) 323-2092 Fax: (916) 323-2088 SILVIANA "VANA" ROWEN SACRAMENTO, CA 95814</p> <p><b>ALCOHOLIC BEVERAGE CONTROL, DEPARTMENT OF</b> FINANCIAL MANAGEMENT 3810 ROSIN CT STE 150 larry.mills@abc.ca.gov (916) 263-6864 Fax: (916) 263-6912 LARRY MILLS SACRAMENTO, CA 95834</p> <p><b>ARTS COUNCIL, CALIFORNIA</b> 1300 I ST STE 930 tchin@caartscouncil.com (916) 322-6363 Fax: (916) 322-6575 THOMAS CHIN SACRAMENTO, CA 95814</p> <p><b>BOATING AND WATERWAYS, DEPARTMENT OF</b> ADMINISTRATIVE SERVICES DIVISION 2000 EVERGREEN ST STE 100 mnewsome@dbw.ca.gov (916) 263-0870 Fax: (916) 263-0650 MARVIN NEWSOME SACRAMENTO, CA 95815-3888</p>	<p><b>BUILDING STANDARDS COMMISSIONS</b> 2525 NATOMAS PARK DR. STE 130 nicole.carr@dgs.ca.gov (916) 263-0678 Fax: (016) 263-0959 NICOLE CARR SACRAMENTO, CA 958332936</p> <p><b>BUSINESS, TRANSPORTATION &amp; HOUSING AGENCY</b> SMALL BUSINESS PROGRAM 1823 14th Street, MS 79 bessie.papailias@dot.ca.gov (916) 324-8399 Fax: (916) 324-8435 BESSIE PAPAILIAS SACRAMENTO, CA 95814</p> <p><b>CA COASTAL COMMISSION</b> 45 FREMONT ST STE 2000 lbradshaw@coastal.ca.gov (415) 904-5453 Fax: (415) 904-5400 LEATHA BRADSHAW SAN FRANCISCO, CA 94105</p> <p><b>CA COMMUNITY COLLEGES</b> CHANCELLOR'S OFFICE 1102 Q ST bvoelker@ccccc.edu (916) 327-5348 Fax: (916) 327-5365 BILL VOELKER SACRAMENTO, CA 95814</p> <p><b>CA CONSERVATION CORPS</b> 1719 24TH ST timb@ccc.ca.gov (916) 341-3240 Fax: (916) 327-8920 TIM BROWN SACRAMENTO, CA 95816</p> <p><b>CA ENERGY COMMISSION</b> CONTRACTS OFFICE 1516 9TH ST sbarnett@energy.state.ca.us (916) 654-5186 Fax: SANDRA BARNETT SACRAMENTO, CA 95814</p> <p><b>CA GAMBLING CONTROL COMMISSION</b> 2399 GATEWAY OAKS, STE 100 nbither@cgcc.ca.gov (916) 263-1301 Fax: (916) 263-0499 NANCY BITHER SACRAMENTO, CA 95833</p> <p><b>CA HIGHWAY PATROL</b> CHP SM BUS UNIT PO BOX 942898 mscruggs@chp.ca.gov (916) 375-2952 Fax: (916) 376-3159 MARGARET "MAGGIE" SCRUGGS SACRAMENTO, CA 942980001</p>
---	--

<p><b>CA INTEGRATED WASTE MANAGEMENT BOARD (CIWM)</b>  1001 I STREET, MS-07  svilla@ciwmb.ca.gov  (916) 341-6170 Fax: (916) 319-7468  SUSAN VILLA  SACRAMENTO, CA 95814</p> <p><b>CA PUBLIC UTILITIES COMMISSION, DEPARTMENT OF</b>  505 VAN NESS AVENUE ROOM 3003  jlp@cpuc.ca.gov  (415) 703-2899 Fax: (415) 703-1054  JODY L POCTA  SAN FRANCISCO, CA 94102</p> <p><b>CA SCIENCE CENTER</b>  700 STATE DR  lmulvey@cscmail.org  (213) 744-7473 Fax: (213) 744-2635  LISA MULVEY  LOS ANGELES, CA 90037</p> <p><b>CA STATE UNIVERSITY OF LONG BEACH</b>  OFFICE OF THE CHANCELLOR  401 GOLDEN SHORE 5TH FLR  hmuhammad@calstate.edu  (562) 951-4591 Fax: (562) 951-4972  HAAZIQ (HATHIQ) MUHAMMAD  LONG BEACH, CA 908024210</p> <p><b>CA STATE UNIVERSITY, CHICO</b>  400 W. FIRST ST  kgencarelli@csuchico.edu  (530) 898-5383 Fax: (530) 898-6190  KELLY GENCARELLI  CHICO, CA 959290244</p> <p><b>CA STATE UNIVERSITY, HAYWARD</b>  PROCUREMENT OFFICE  25800 CARLOS BEE BLVD  deborah.haynes@csuhayward.edu  (510) 885-3842 Fax: (510) 885-7484  DEBORAH HAYNES  HAYWARD, CA 945423027</p> <p><b>CA STATE UNIVERSITY, LONG BEACH</b>  OFFICE OF THE CHANCELLOR  401 GOLDLEN SHORE  troberts@calstate.edu  (562) 951-4583 Fax: (562) 951-4972  TOM ROBERTS  LONG BEACH, CA 90802</p> <p><b>CA STATE UNIVERSITY, NORTHRIDGE</b>  PURCHASING &amp; CONTRACT ADMIN  18111 NORDHOFF ST  mary.rueda@csun.edu  (818) 677-2301 Fax: (818) 677-6544  MARY RUEDA  NORTHRIDGE, CA 91330-8231</p>	<p><b>CA STATE UNIVERSITY, SACRAMENTO</b>  PROCUREMENT/CONTRACT SERVICES  6000 J ST  clackd@csus.edu  (916) 278-7405 Fax: (916) 278-5796  DALE CLACK  SACRAMENTO, CA 95819-6008</p> <p><b>CA STATE UNIVERSITY, SAN BERNARDINO</b>  5500 UNIVERSITY PARKWAY  cdavies@csusb.edu  (909) 880-5131 Fax: (909) 880-5903  CAROL J. DAVIES  SAN BERNARDINO, CA 92407</p> <p><b>CA STATE UNIVERSITY, SAN JOSE</b>  PROCUREMENT OFFICE  129 S 10TH ST  choang@email.sjsu.edu  (408) 924-1573 Fax: (408) 924-1570  CECILLIA HOANG  SAN JOSE, CA 951920047</p> <p><b>CA STATE UNIVERSITY, SAN MARCOS</b>  PROCUREMENT/CONTRACTS  333 S TWIN OAKS VALLEY RD  egrace@csusm.edu  (760) 750-4552 Fax: (760) 750-3286  ELIZABETH GRACE  SAN MARCOS, CA 92096-0001</p> <p><b>CA STATE UNIVERSITY, STANISLAUS</b>  801 W MONTE VISTA AVE  gllowe@csustan.edu  (209) 667-3007 Fax: (209) 667-3076  GARY LOWE  TURLOCK, CA 95380</p> <p><b>CENTRAL VALLEY REGIONAL WATER QUALITY</b>  3443 ROUTIER RD STE A  bracml@rb5s.swrcb.ca.gov  (916) 255-3354 Fax: (916) 255-3015  LINDA BRACAMONTE  SACRAMENTO, CA 958273003</p> <p><b>CHILD SUPPORT SERVICES, DEPARTMENT OF</b>  PO BOX 419064  tanela.bryant@dcss.ca.gov  (916) 464-5015 Fax: (916) 464-5213  TANELA BRYANT  RANCHO CORDOVA, CA 95741</p> <p><b>COASTAL CONSERVANCY, STATE</b>  1330 BROADWAY 11TH FLR  jbalanda@scc.ca.gov  (510) 286-4348 Fax:  JOE BALANDA  OAKLAND, CA 94941</p>
---	--

<p><b>COMMISSION ON TEACHER CREDENTIALING</b>  1900 CAPITOL AVE  dmolloy@ctc.ca.gov  (916) 445-7793 Fax: (916) 322-5095  DON MOLLOY  SACRAMENTO, CA 95814</p> <p><b>COMMISSION ON TEACHER CREDENTIALING</b>  1900 CAPITOL AVENUE  lemardeio.morris@ctc.ca.gov  (916) 322-5774 Fax: (916) 323-5095  LEMARDEIO MORRIS  SACRAMENTO, CA 958144213</p> <p><b>COMMUNITY SERVICES AND DEVELOPMENT, DEPART</b>  700 N 10TH ST STE 258  dbueche@csd.ca.gov  (916) 341-4260 Fax: (916) 341-4260  DICK BUECHE  SACRAMENTO, CA 95814</p> <p><b>CONSERVATION CORPS, CALIFORNIA</b>  1719 24TH ST  jparker@ccc.ca.gov  (916) 341-3227 Fax:  JENNIFER PARKER  SACRAMENTO, CA 95816</p> <p><b>CONSUMER AFFAIRS, DEPARTMENT OF</b>  400 R STREET STE 2000  maureen_moss@dca.ca.gov  (916) 327-8846 Fax: (916) 327-2861  MAUREEN MOSS  SACRAMENTO, CA 95814</p> <p><b>CORPORATIONS, DEPARTMENT OF</b>  1515 K STREET, STE 200  lcootz@corp.ca.gov  (916) 322-7883 Fax: (916) 323-0525  LAURIE COOTZ  SACRAMENTO, CA 958144052</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  AVENAL STATE PRISON  PO BOX 8  carl.merlo@corr.ca.gov  (559) 386-7439 Fax: (559) 386-6073  CARL MERLO  AVENAL, CA 93204</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA CORRECTIONAL CENTER  PO BOX 790  cccps02@frontiernet.net  (530) 252-3035 Fax: (530) 252-3011  SUZANNE M. RENAUD  SUSANVILLE, CA 961270790</p>	<p><b>CORRECTIONS, DEPARTMENT OF</b>  CA CORRECTIONAL INSTITUTION  PO BOX 1031  cciba@inreach.com  (661) 822-4402 Fax: (661) 823-5022  CECELIA MOATS  TEHACHAPI, CA 93581</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA INSTITUTION FOR MEN  PO BOX 128  raymond.bennett@corr.ca.gov  (909) 606-7076 Fax: (909) 606-7075  RAY BENNETT  CHINO, CA 91708</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA INSTITUTION FOR WOMEN  PO BOX 6000  ciw_procure@earthlink.net  (909) 606-4916 Fax: (909) 606-4961  BARBARA WILKERSON  CORONA, CA 928786000</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA MEDICAL FACILITY  PO BOX 2000  cmfbs0@cwnet.com  (707) 453-7030 Fax: (707) 449-6599  LINDA DAVIS  VACAVILLE, CA 95696</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA MEN'S COLONY  PO BOX 8101  cmc.procurement@best1.net  (805) 547-7949 Fax: (805) 547-7511  SUZANNE CULVER  SAN LUIS OBISPO, CA 93409-8101</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA REHABILITATION CENTER  PO BOX 1841  crcproc@pacbell.net  (909) 273-2948 Fax: (909) 273-2337  LILLIAN RASMUSSEN  NORCO, CA 91760</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA STATE PRISON, CORCORAN  PO BOX 8800  brian.forzetting@corr.ca.gov  (559) 992-6108 Fax: (559) 992-6110  FRANK ALVARADO  CORCORAN, CA 93212-8309</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA STATE PRISON, KERN COUNTY  PO BOX 6000  jchristensen@igalaxy.net  (661) 721-3449 Fax: (661) 721-9483  JOHN CHRISTENSEN  DELANO, CA 932166000</p>
--	---

<p><b>CORRECTIONS, DEPARTMENT OF</b>  CA STATE PRISON, LOS ANGELES CO.  44750 60TH ST WEST  lacpro@qnet.com  (661) 729-2000 Fax: (661) 729-6960  TINA SALVATO  LANCASTER, CA 93536-7620</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA STATE PRISON, SACRAMENTO  PO BOX 29  pat.stafford@corr.ca.gov  (916) 985-8610 Fax: (916) 351-1758  PAT STAFFORD  REPRESA, CA 95671</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA STATE PRISON, SAN QUENTIN  matthew.thomas2@corr.ca.gov  (415) 455-5070 Fax: (415) 455-5004  MATTHEW THOMAS  SAN QUENTIN, CA 94964</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CA STATE PRISON, SOLANO  PO BOX 4000  cheryl.sheppard@corr.ca.gov  (707) 454-3273 Fax: (707) 454-3203  CHERYL SHEPPARD  VACAVILLE, CA 956964000</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CALIPATRIA STATE PRISON  PO BOX 5001  margarita.sanchez@corr.ca.gov  (760) 348-7000 Fax: (760) 348-6090  MARGARITA SANCHEZ  CALIPATRIA, CA 92233-5001</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CENTINELA STATE PRISON  PO BOX 731  charles.callahan@corr.ca.gov  (760) 337-7900 Fax: (760) 337-7633  CHARLES CALLAHAN  IMPERIAL, CA 92251-0731</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CENTRAL CALIFORNIA WOMENS FACILITY  PO BOX 1501  joe.medina@corr.ca.gov  (559) 665-5531 Fax: (559) 665-6030  JOSEPH L MEDINA  CHOWCHILLA, CA 93610-1501</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CENTRAL OFFICE  PO BOX 942883 1515 S ST RM 537N  david.owen@corr.ca.gov  (916) 327-5038 Fax: (916) 445-9776  DAVID OWEN  SACRAMENTO, CA 942830001</p>	<p><b>CORRECTIONS, DEPARTMENT OF</b>  CHUCKAWALLA VALLEY STATE PRISON  PO BOX 2289  john.kell@corr.ca.gov  (760) 922-5300 Fax: (760) 922-9780  JOHN KELL  BLYTHE, CA 92226</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CORRECTIONAL TRAINING CENTER  9850 TWIN CITIES RD  denise.gonzalez@corr.ca.gov  (209) 744-5022 Fax: (209) 744-5001  DENISE GONZALEZ  GALT, CA 95632</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CORRECTIONAL TRAINING FACILITY  PO BOX 686  steve.ebo@corr.ca.gov  (831) 678-5841 Fax: (831) 678-5801  STEVE EBO  SOLEDAD, CA 93960-0686</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  CSATF, CORCORAN STATE PRISON  PO BOX 7100  procurement@csatf.com  (559) 992-7127 Fax: (559) 992-7105  SYLVIA MARTINEZ  CORCORAN, CA 93212</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  DEUEL VOCATIONAL INSTITUTION  PO BOX 400  dvipro1@dvicdc.com  (209) 830-3876 Fax: (209) 830-3804  CLIFF FRAZIER  TRACY, CA 95376</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  FOLSOM STATE PRISON  PO BOX 71  fsp-proc@pacbell.net  (916) 985-2561 Fax: (916) 351-3006  TESS POLING  REPRESA, CA 95671</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  HIGH DESERT STATE PRISON  PO BOX 270220  hdsp_bso@citlink.net  (530) 251-5088 Fax: (530) 251-5004  JIM MCEACHERN  SUSANVILLE, CA 961270004</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  IRONWOOD STATE PRISON  PO BOX 2229  terrie.flaherty@corr.ca.gov  (760) 921-3000 Fax: (760) 921-4331  TERRIE FLAHERTY  BLYTHE, CA 92226</p>
--	---

<p><b>CORRECTIONS, DEPARTMENT OF</b>  MULE CREEK STATE PRISON  PO BOX 409099  mcsppso2@cdcmcs.net  (209) 274-5225 Fax: (209) 274-5282  ROBERT NEUSCHMID  IONE, CA 95640</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  NORTH KERN STATE PRISON  PO BOX 567  roy.acevedo@corr.ca.gov  (661) 721-2345 Fax: (661) 721-3119  ROY ACEVEDO  DELANO, CA 932160567</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  PELICAN BAY STATE PRISON  PO BOX 7000  joann.vanvalkenburgh@corr.ca.gov  (707) 465-9030 Fax: (707) 465-9151  JOANNE VANVALKENBURGH  CRESCENT CITY, CA 955317000</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  PLEASANT VALLEY STATE PRISON  PO BOX 8500  pvsp16@cvip.net  (559) 935-4974 Fax: (559) 935-4977  PATTI BELK  COALINGA, CA 93210-1135</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  RICHARD DONOVAN CORRECTIONAL FACILITY  480 ALTA RD  rjdproc@tns.net  (619) 661-7834 Fax: (619) 661-6357  JULIE CAVENDER  SAN DIEGO, CA 92179</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  SALINAS VALLEY STATE PRISON  PO BOX 1020  svsppso@inreach.com  (831) 678-5526 Fax: (831) 678-5505  CHARLENE HECK  SOLEDAD, CA 939601020</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  SIERRA CONSERVATION CENTER  PO BOX 497  sccbso@caltel.com  (209) 984-5291 Fax: (209) 984-0651  TRESSIA HANSLIP  JAMESTOWN, CA 953270497</p> <p><b>CORRECTIONS, DEPARTMENT OF</b>  VALLEY STATE PRISON FOR WOMEN  PO BOX 99  david.snell@corr.ca.gov  (559) 665-6100 Fax: (559) 665-6104  DAVID SNELL  CHOWCHILLA, CA 93610-0099</p>	<p><b>CORRECTIONS, DEPARTMENT OF</b>  WASCO STATE PRISON  PO BOX 8800  john.christensen@corr.ca.gov  (661) 758-8400 Fax: (661) 758-7073  JOHN CHRISTENSEN  WASCO, CA 932808800</p> <p><b>DEVELOPMENTAL SERVICES, DEPARTMENT OF</b>  1600 9TH ST RM 300 MS 3-18  kwolfe@dds.ca.gov  (916) 653-0743 Fax: (916) 654-1542  KIRK WOLFE  SACRAMENTO, CA 95814</p> <p><b>DIVISION OF STATE ARCHITECT</b>  1130 K ST, STE 101  beth.depaola@dgs.ca.gov  (916) 323-5678 Fax: (916) 445-5321  BETH DEPAOLA  SACRAMENTO, CA 95814</p> <p><b>EDUCATION, DEPARTMENT OF</b>  1430 N STREET, STE. 2213  cbolton@cde.ca.gov  (916) 322-3035 Fax: (916) 327-8646  CRAIGE BOLTON  SACRAMENTO, CA 95814</p> <p><b>EMERGENCY SERVICES, OFFICE OF</b>  PO BOX 419047  chris_parrish@oes.ca.gov  (916) 845-8308 Fax: (916) 845-8397  CHRIS PARRISH  SACRAMENTO, CA 957419047</p> <p><b>EMPLOYMENT DEVELOPMENT DEPARTMENT OF</b>  BUSINESS OPERATION PLANNING  800 CAPITOL MALL-MIC 62-C  slarson@edd.ca.gov  (916) 653-2337 Fax: (916) 657-4391  SHERI D LARSON  SACRAMENTO, CA 95814</p> <p><b>ENVIRONMENTAL HEALTH HAZARD ASSESSMENT, OFF</b>  1001 I ST, 19TH FLR  shiggins@oehha.ca.gov  (916) 323-6500 Fax: (916) 324-6511  SHIRLEY HIGGINS  SACRAMENTO, CA 95814</p> <p><b>EQUALIZATION, BOARD OF</b>  450 N ST MIC 24  bsherbur@boe.ca.gov  (916) 445-2068 Fax: (916) 322-3184  ROBERT SHERBURNE  SACRAMENTO, CA 95814</p> <p><b>EXPOSITION &amp; STATE FAIR, CALIFORNIA</b>  1600 EXPOSITION BLVD  bputhuff@caexpo.com  (916) 263-3027 Fax: (916) 263-7983  BARBRA PUTHUFF  SACRAMENTO, CA 95815</p>
--	--

<p><b>FAIR POLITICAL PRACTICES COMMISSION</b>  428 J ST STE 620  dwaldron@fppc.ca.gov  (916) 322-5021 Fax: (916) 322-5021  DEBBIE WALDRON  SACRAMENTO, CA 95814</p> <p><b>FINANCE, DEPARTMENT OF</b>  915 L ST  andrea.corona@dof.ca.gov  (916) 445-1986 Fax: (916) 324-8223  ANDREA CORONA  SACRAMENTO, CA 95814</p> <p><b>FINANCIAL INSTITUTIONS, DEPARTMENT OF</b>  111 PINE ST STE 1100  ayee@dfi.ca.gov  (415) 263-8524 Fax: (415) 288-8805  ANNA YEE  SAN FRANCISCO, CA 94111-5613</p> <p><b>FISH &amp; GAME, DEPARTMENT OF</b>  1807 13th STREET  smorris@dfg.ca.gov  (916) 445-5138 Fax: (916) 657-2366  SHAIRONDA MORRIS  SACRAMENTO, CA 95814</p> <p><b>FOOD AND AGRICULTURE, DEPARTMENT OF</b>  1220 N ST RM 100  aschaffner@cdfa.ca.gov  (916) 654-1220 Fax: (916) 654-1128  ANITA SCHAFFNER  SACRAMENTO, CA 95814</p> <p><b>FORESTRY AND FIRE PROTECTION , DEPARTMENT OF</b>  PO BOX 944246  jean.sharpe@fire.ca.gov  (916) 324-7125 Fax:  JEAN SHARPE  SACRAMENTO, CA 942442460</p> <p><b>FORESTRY AND FIRE PROTECTION, DEPARTMENT OF</b>  PO BOX 944246  kathy.gaffney@fire.ca.gov  (916) 445-9942 Fax: (916) 445-9838  KATHY GAFFNEY  SACRAMENTO, CA 942442460</p> <p><b>FRANCHISE TAX BOARD</b>  PROCUREMENT &amp; ASSET MGMT  P.O. BOX 2086  tracie.wagner@ftb.ca.gov  (916) 845-3937 Fax: (916) 845-3599  TRACIE WAGNER  RANCHO CORDOVA, CA 957412086</p> <p><b>FRANCHISE TAX BOARD</b>  PURCHASING UNIT  PO BOX 2086  cindy.howerton@ftb.ca.gov  (916) 845-4217 Fax: (916) 845-4217  CINDY HOWERTON  RANCHO CORDOVA, CA 957412086</p>	<p><b>GENERAL SERVICES, DEPARTMENT OF</b>  ADMINISTRATIVE HEARING  560 J STREET, STE 300  kay.lynch@dgs.ca.gov  (916) 323-2281 Fax: (916) 323-6439  KAY LYNCH  SACRAMENTO, CA 95814</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  FISCAL SERVICES  707 3RD ST 9TH FLR  shari.hickman@dgs.ca.gov  (916) 376-5142 Fax: (916) 376-5151  SHARI HICKMAN  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  FLEET ADMINISTRATION  802 Q ST  jsapnaro@dgs.ca.gov  (916) 322-9017 Fax: (916) 327-1159  JAMES SAPNARO  SACRAMENTO, CA 95814</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  LEGAL  707 3RD ST, SUITE 7-330  rosemary.thielke@dgs.ca.gov  (916) 376-5098 Fax: (916) 376-5088  ROSEMARY THIELKE  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  OFFICE OF PUBLIC SCHOOL CONSTRUCTION  1130 K ST STE 400  nikki.yee@dgs.ca.gov  (916) 323-7314 Fax: (916) 323-3360  NIKKI YEE  SACRAMENTO, CA 95814</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  PROCUREMENT DIVISION  707 3RD ST, 1ST FLR  iris.ching@dgs.ca.gov  (916) 375-4588 Fax: (916) 375-4597  IRIS CHING  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  PROCUREMENT DIVISION  707 THIRD STREET 1ST FLOOR  patricia.connors@dgs.ca.gov  (916) 375-4937 Fax: (916) 375-4950  PATRICIA CONNORS  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  PROCUREMENT DIVISION  707 3RD ST, 1ST FLR  pcummins@dgs.ca.gov  (916) 375-4589 Fax: (916) 375-4597  PATTI CUMMINS  WEST SACRAMENTO, CA 95605</p>
---	---

<p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>PROCUREMENT DIVISION</b>                  707 3RD STREET 1ST FLOOR                  mariel.dennis@dgs.ca.gov                  (916) 375-4945 Fax: (916) 375-4950                  MARIEL DENNIS                  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>PROCUREMENT DIVISION</b>                  707 3RD ST, 1ST FLOOR                  flemming.duke@dgs.ca.gov                  (916) 375-4920 Fax: (916) 375-4950                  FLEMMING DUKE                  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>PROCUREMENT DIVISION</b>                  707 3RD ST 1ST FLOOR                  lori.okamoto@dgs.ca.gov                  (916) 375-4339 Fax: (916) 375-4950                  LORI OKAMOTO                  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>PROCUREMENT DIVISION</b>                  707 3RD ST, 1ST FLOOR                  steven.tolle@dgs.ca.gov                  (916) 375-4935 Fax: (916) 375-4950                  STEVEN TOLLE                  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>PUBLIC SCHOOL CONSTRUCTION</b>                  1130 K ST STE 400                  theresa.cairel@dgs.ca.gov                  (916) 322-4786 Fax:                  THERESA CAIREL                  SACRAMENTO, CA 95814</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>RESD</b>                  707 3RD ST, STE 2-350                  yolanda.hazewood@dgs.ca.gov                  (916) 376-1756 Fax: (916) 376-1778                  YOLANDA HAZEWOOD                  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>RESD</b>                  707 3RD ST, SUITE 2-350                  fmcgirr@dgs.ca.gov                  (916) 376-1753 Fax: (916) 376-1778                  FAYE MCGIRR                  WEST SACRAMENTO, CA 95605</p> <p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>RISK &amp; INSURANCE MANAGEMENT</b>                  707 3RD ST, 1ST FLR                  kathy.hanford@dgs.ca.gov                  (916) 376-5314 Fax: (916) 376-5275                  KATHY HANFORD                  WEST SACRAMENTO, CA 95605</p>	<p><b>GENERAL SERVICES, DEPARTMENT OF</b>  <b>STATE PUBLISHING</b>                  344 N. 7TH STREET                  michelle.carter@dgs.ca.gov                  (916) 445-3125 Fax: (916) 322-3763                  MICHELLE CARTER                  SACRAMENTO, CA 95814</p> <p><b>HEALTH AND HUMAN SERVICES AGENCY</b>                  1600 9TH STREET, ROOM 460, MIC A-30                  lgomez@chhs.ca.gov                  (916) 654-0662 Fax: (916) 654-3343                  LAUREN GOMEZ                  SACRAMENTO, 95814</p> <p><b>HEALTH AND HUMAN SERVICES DATA CENTER</b>                  1651 ALHAMBRA BLVD                  akelley@hhsdc.ca.gov                  (916) 739-7547 Fax: (916) 454-7254                  ANNETTE KELLEY                  SACRAMENTO, CA 95816</p> <p><b>HEALTH AND HUMAN SERVICES DATA CENTER</b>                  1651 ALHAMBRA BLVD                  jwalker@hhsdc.ca.gov                  (916) 739-7678 Fax: (916) 454-7254                  JIM WALKER                  SACRAMENTO, CA 95816</p> <p><b>HEALTH PLANNING &amp; DEVELOPMENT, OFFICE OF</b>  <b>STAT</b>                  1600 9TH ST RM 400                  jmedlin@oshpd.state.ca.us                  (916) 654-3221 Fax: (916) 654-3076                  JILL MEDLIN                  SACRAMENTO, CA 95814</p> <p><b>HEALTH SERVICES, DEPARTMENT OF</b>  <b>CONTRACTS MANAGEMENT UNIT</b>                  1601 CAPITOL AVE., RM 71-2101                  shenders@dhs.ca.gov                  (916) 650-0117 Fax: (916) 650-0110                  SANDY HENDERSON                  SACRAMENTO, CA 95814</p> <p><b>HORSE RACING BOARD, CALIFORNIA</b>                  1010 HURLEY WY STE 300                  denisec@chrb.ca.gov                  (916) 263-6021 Fax: (916) 263-6042                  DENISE CRAIGO                  SACRAMENTO, CA 95825</p> <p><b>HOUSING &amp; FINANCE AGENCY, CALIFORNIA</b>                  1121 L ST, 7TH FLR                  jriley@calhfa.ca.gov                  (916) 323-0518 Fax: (916) 322-1464                  JACKIE RILEY                  SACRAMENTO, CA 95814</p> <p><b>HOUSING AND COMMUNITY DEVELOPMENT</b>                  1800 3RD ST RM 350                  rlinares@hcd.ca.gov                  (916) 322-8790 Fax: (916) 327-4833                  ROSEMARY LINARES                  SACRAMENTO, CA 95814</p>
--	--

<p><b>HOUSING AND COMMUNITY DEVELOPMENT</b>  1800 3RD ST RM 350  dmontgom@hcd.ca.gov  (916) 445-6297 Fax: (916) 327-4833  DENNIS L MONTGOMERY  SACRAMENTO, CA 95814</p> <p><b>INDUSTRIAL RELATIONS, DEPARTMENT OF BUSINESS MANAGEMENT</b>  PO BOX 420603  kwong@dir.ca.gov  (415) 703-4900 Fax: (415) 703-2009  KAREN WONG  SAN FRANCISCO, CA 94142-0603</p> <p><b>INSURANCE, DEPARTMENT OF</b>  300 CAPITOL MALL, STE 1300  applewhitep@insurance.ca.gov  (916) 492-3333 Fax: (916) 327-7676  PATRICK L APPLEWHITE  SACRAMENTO, CA 95814</p> <p><b>INSURANCE, DEPARTMENT OF</b>  300 CAPITOL MALL #1300  luceror@insurance.ca.gov  (916) 492-3354 Fax:  RON LUCERO  SACRAMENTO, CA 95814</p> <p><b>INSURANCE, DEPARTMENT OF</b>  300 CAPITOL MALL STE 1300  montagnes@insurance.ca.gov  (916) 492-3391 Fax: (916) 327-7676  SUSAN MONTAGNE  SACRAMENTO, CA 95814</p> <p><b>INSURANCE, DEPARTMENT OF</b>  300 CAPITOL MALL STE 1300  tucker-smithl@insurance.ca.gov  (916) 492-3383 Fax: (916) 327-7676  LINDA TUCKER-SMITH  SACRAMENTO, CA 95814</p> <p><b>JUSTICE DEPARTMENT OF</b>  ASD/PURCHASING/CONTRACTS  1300 I St  frank.hofer@doj.ca.gov  (916) 324-5463 Fax: (916) 324-0690  FRANK T HOFER  SACRAMENTO, CA 95814</p> <p><b>LOTTERY COMMISSION, CA STATE</b>  BUSINESS &amp; EMPLOYEE ASSISTANCE/EXECUTIVE DIVISION  600 N 10TH ST  tfontenette@calottery.com  (916) 324-9638 Fax: (916) 322-5155  TERRI FONTENETTE  SACRAMENTO, CA 95814</p>	<p><b>LOTTERY COMMISSION, CA STATE</b>  CONTRACT SERVICES  600 N 10TH ST  tmiranda@calottery.com  (916) 322-0007 Fax:  TINA MIRANDA  SACRAMENTO, CA 95814</p> <p><b>MANAGED HEALTH CARE, DEPARTMENT OF</b>  980 9TH ST STE 500  mloterbauer@dmhc.ca.gov  (916) 323-7796 Fax:  MIKE LOTERBAUER  SACRAMENTO, CA 95814</p> <p><b>MANAGED RISK MEDICAL INSURANCE BOARD</b>  1000 G ST RM 450  gvannes@mrmib.ca.gov  (916) 445-2113 Fax: (916) 327-6580  GINA VAN NES  SACRAMENTO, CA 95814</p> <p><b>MENTAL HEALTH DEPARTMENT OF</b>  ADMINISTRATIVE SERVICES  1600 9TH STREET, ROOM 150  fcoletti@dmhhq.state.ca.us  (916) 654-2547 Fax: (916) 654-2440  FRAN COLETTI  SACRAMENTO, CA 95814</p> <p><b>MILITARY DEPARTMENT</b>  9800 GOETHE RD (BOX 12)  susie.beesley@ca.ngb.army.mil  (916) 854-3367 Fax: (916) 854-3793  SUSIE BEESLEY  SACRAMENTO, CA 958273563</p> <p><b>MOTOR VEHICLES, DEPARTMENT OF</b>  2415 1ST AVE M/S F112  dmiller2@dmv.ca.gov  (916) 657-8773 Fax: (916) 657-2387  DENNIS MILLER  SACRAMENTO, CA 95818</p> <p><b>MOTOR VEHICLES, DEPARTMENT OF</b>  CONTRACTS SECTION  2415 FIRST AVE, MS F-112  pokabayashi@dmv.ca.gov  (916) 657-6639 Fax: (916) 657-2387  PEGGY OKABAYASHI  SACRAMENTO, CA 95818</p> <p><b>OFFICE OF THE LT GOVERNOR CRUZ M. BUSTAMANTE</b>  LT GOVERNOR  STATE CAPITOL RM 114  larry.vasquez@ltg.ca.gov  (916) 445-8994 Fax: (916) 323-4998  LARRY A VASQUEZ  SACRAMENTO, CA 95814</p>
---	--

<p><b>PARKS &amp; RECREATION, DEPARTMENT OF</b>  BUSINESS SERVICES SECTION  1416 9TH ST RM 1052  ccrol@parks.ca.gov  (916) 653-4319 Fax: (916) 653-5678  CATHY CROLY  SACRAMENTO, CA 95814</p> <p><b>PEACE OFFICER STANDARDS &amp; TRAINING, COMMISSION</b>  1601 ALHAMBRA BLVD  dwootton@post.ca.gov  (916) 227-3924 Fax: (916) 227-3895  DONNA WOOTTON  SACRAMENTO, CA 95816-7083</p> <p><b>PERSONNEL ADMINISTRATION, DEPARTMENT OF</b>  1515 S ST STE 400 NORTH BLDG  ritamunoz@dpa.ca.gov  (916) 324-9419 Fax:  RITA MUNOZ  SACRAMENTO, CA 95814</p> <p><b>PESTICIDE REGULATION, DEPARTMENT OF</b>  PO BOX 4015  mspatz@cdpr.ca.gov  (916) 323-8367 Fax: (916) 445-6845  MITZI SPATZ  SACRAMENTO, CA 958124015</p> <p><b>PRISON INDUSTRY AUTHORITY</b>  MATERIALS MANAGEMENT UNIT  560 E NATOMA ST  delilahandreatta@pia.ca.gov  (916) 358-2757 Fax: (916) 358-1811  DELILAH ANDREATTA  FOLSOM, CA 95630-2200</p> <p><b>PUBLIC DEFENDER, STATE</b>  801 K ST STE 1100  delprete@ospd.ca.gov  (916) 322-6594 Fax: (916) 324-9792  JULIE DEL PRETE  SACRAMENTO, CA 95814</p> <p><b>PUBLIC DEFENDER, STATE</b>  801 K ST STE 1100  Oliva@ospd.ca.gov  (916) 322-1752 Fax: (916) 324-9792  YOLANDA OLIVA  SACRAMENTO, CA 95814</p> <p><b>PUBLIC EMPLOYEES RETIREMENT SYSTEM</b>  CALPERS BUSINESS CONNECTION  400 P STREET, SUITE 2110  Angela_dambrosio@calpers.ca.gov  (916) 326-3847 Fax: (916) 326-3464  ANGELA D'AMBROSIO  SACRAMENTO, CA 95814</p>	<p><b>PUBLIC EMPLOYEES RETIREMENT SYSTEM</b>  CALPERS BUSINESS CONNECTION  400 P ST STE 2110  sylvia_valverde@calpers.ca.gov  (916) 658-1206 Fax: (916) 326-3464  SYLVIA VALVERDE  SACRAMENTO, CA 95814</p> <p><b>REAL ESTATE APPRAISERS, OFFICE OF</b>  1755 CREEKSIDE OAKS DR STE 190  tmajewski@orea.ca.gov  (916) 263-0777 Fax: (916) 263-0889  ANTHONY MAJEWSKI  SACRAMENTO, CA 95633-3646</p> <p><b>REAL ESTATE, DEPARTMENT OF</b>  2201 BROADWAY  vic_marzan@dre.ca.gov  (916) 227-0959 Fax: (916) 227-0361  VIC MARZAN  SACRAMENTO, CA 95818-7000</p> <p><b>REHABILITATION, DEPARTMENT OF</b>  2000 EVERGREEN ST  rturner@dor.ca.gov  (916) 263-8721 Fax: (916) 263-8721  RANDI TURNER  SACRAMENTO, CA 95815</p> <p><b>SAN FRANCISCO BAY CONSERVATION DEPARTMENT O</b>  50 CALIFORNIA STE 2600  HOWARDI@BCDC.CA.GOV  (415) 352-3639 Fax: (415) 352-3605  HOWARD IWATA  SAN FRANCISCO, CA 94111</p> <p><b>SECRETARY OF STATE</b>  1500 11TH ST RM 460  rnagao@ss.ca.gov  (916) 653-4935 Fax: (916) 653-8324  ROSE NAGAO  SACRAMENTO, CA 95814</p> <p><b>SOCIAL SERVICES, DEPARTMENT OF</b>  744 P ST MS 7-181  diane.tibbetts@dss.ca.gov  (916) 657-3701 Fax: (916) 654-1567  DIANE TIBBETTS  SACRAMENTO, CA 95814</p> <p><b>STATE CONTROLLERS OFFICE</b>  300 CAPITOL MALL STE 621  dthompson@sco.ca.gov  (916) 322-3011 Fax: (916) 327-1259  DIANE THOMPSON  SACRAMENTO, CA 95814</p> <p><b>STATE LANDS COMMISSION</b>  100 HOWE AVE STE 100S  cuevaa@slc.ca.gov  (916) 574-1871 Fax:  ANNABELL CUEVA  SACRAMENTO, CA 95825</p>
--	--

<p><b>STATE LIBRARY, CALIFORNIA</b>            914 CAPITOL MALL RM 402            jnolan@library.ca.gov            (916) 654-0033 Fax: (916) 657-2307            JACK NOLAN            SACRAMENTO, CA 95814</p> <p><b>STATE MANDATES, COMMISSION</b>            980 9TH ST            maryann@csm.ca.gov            (916) 323-8222 Fax: (916) 445-0278            MARY ANN AGUAYO            SACRAMENTO, CA 95814</p> <p><b>STATE TREASURE OFFICE</b>            915 CAPITOL MALL            rsanchez@treasurer.ca.gov            (916) 653-3382 Fax:            RON SANCHEZ            SACRAMENTO, CA 95814</p> <p><b>STATEWIDE HEALTH PLANNING &amp; DEVELOPMENT</b>            1600 9TH STREET, ROOM 450            kisenhow@oshpd.state.ca.us            (916) 654-2124 Fax: (916) 654-3200            KAREN A ISENHOWER            SACRAMENTO, CA 95814</p> <p><b>STEPHEN P TEALE DATA CENTER</b>            3101 GOLD CAMP DRIVE            dave.tanaka@teale.ca.gov            (916) 464-4520 Fax: (916) 464-4298            DAVE TANAKA            RANCHO CORDOVA, CA 956700</p> <p><b>TEACHERS RETIREMENT, CALIFORNIA STATE OF</b>            PO BOX 15275            wrivers@calstrs.com            (916) 229-3529 Fax: (916) 229-3881            WILLIE RIVERS            SACRAMENTO, CA 958510275</p> <p><b>TOXIC SUBSTANCES CONTROL, DEPARTMENT OF</b>            BUSINESS SERVICES BRANCH            1001 I ST, STE 103            GPENDERB@dtsc.ca.gov            (916) 327-4491 Fax: (916) 323-2899            GARY PENDER-BEY            SACRAMENTO, CA 95814</p> <p><b>TRAFFIC SAFETY, OFFICE OF</b>            7000 FRANKLIN BLVD            bterrell@ots.ca.gov            (916) 262-2977 Fax: (916) 262-2960            WILLIAM TERRELL            SACRAMENTO, CA 95823</p> <p><b>TRANSPORTATION, DEPARTMENT OF</b>            1823 14TH STREET MS 79            olivia_fonseca@dot.ca.gov            (916) 324-0449 Fax: (916) 324-1949            OLIVIA FONSECA            SACRAMENTO, CA 95814</p>	<p><b>UNEMPLOYMENT INSURANCE APPEALS BOARD, CALIF</b>            BUSINESS SERVICES/APPEAL BD            2400 VENTURE OAKS WAY STE 200            jenniferb@cuiab.state.ca.us            (916) 263-3432 Fax: (916) 263-3465            JENNIFER BURKHART            SACRAMENTO, CA 95833</p> <p><b>VETERANS AFFAIRS, DEPARTMENT OF</b>            1227 O ST RM 100            arlynn.chen@cdva.ca.gov            (916) 653-2003 Fax: (916) 651-9089            ARLYNN CHEN            SACRAMENTO, CA 95814</p> <p><b>VETERANS AFFAIRS, DEPARTMENT OF</b>            VETERANS HOME OF CALIFORNIA, YOUNTVILLE            190 CALIFORNIA DR            Karen.Luke@cdva.ca.gov            (707) 944-4891 Fax: (707) 944-4896            KAREN LUKE            YOUNTVILLE, CA 94599-1422</p> <p><b>WATER RESOURCES CONTROL BOARD, STATE</b>            P.O. BOX 100            farlc@das.swrcb.ca.gov            (916) 341-5058 Fax:            CHARLOTTE FARLEY            SACRAMENTO, CA 95814</p> <p><b>WATER RESOURCES, DEPARTMENT OF</b>            CONTRACT SERVICES OFFICE            1416 9TH ST, RM 315            halll@water.ca.gov            (916) 651-9705 Fax: (916) 653-6476            LORIE HALL            SACRAMENTO, CA 95814</p> <p><b>YOUTH AUTHORITY, DEPARTMENT OF</b>            4241 WILLAMSBURG DR STE 012            mhoffman@cya.ca.gov            (916) 262-1439 Fax: (916) 262-1445            MICHAEL J HOFFMAN            SACRAMENTO, CA 95823</p>
---	--

**Directory of  
Small  
Business  
Development  
Centers**

Small business development centers (SBDCs) are located at local community colleges. The centers facilitate the creation, expansion, and retention of businesses. Each center provides one-on-one counseling, workshops, advice, and referrals to prospective and existing business owners. The centers assist with business plans, marketing, finance questions, and other business issues.

There are twenty-one SBDCs, in a network of 31 centers throughout the community college system. A partnership of five universities and one community college regional lead center administer the California SBDC program. Following is a listing of all 31 of the state's SBDCs, including those not hosted by community colleges. Centers are listed geographically north to south. Services are provided in every county. Please contact the center closest to you for facilitation.

<p><b>Cascade SBDC</b> Lorree Byzick, Director 737 Auditorium Drive, Ste.A Redding, CA 96001 Phone: 530-225-2770 Fax: 530-225-2769 Email: info@cascadesbdc.org Web site: <a href="http://www.cascadesbdc.org">http://www.cascadesbdc.org</a></p> <p><b>Yuba College SBDC</b> Ken Freeman, Director 330 9th Street Marysville, CA 95901 Phone: (530) 749-0153 Fax: (530) 749-0155 Email: kfreeman@yccd.edu Web site: <a href="http://www.yubasbdc.org">http://www.yubasbdc.org</a></p> <p><b>Greater Sacramento SBDC at Los Rios Community College District</b> Molly Stuart, Director 1410 Ethan Way Sacramento, CA 95825 Phone: (916) 563-3210 Fax: (916) 563-3266 Email: stuartm@losrios.edu Web site: <a href="http://www.sbdc.net/">http://www.sbdc.net/</a></p> <p><b>North Coast SBDC</b> Kristin Johnson, Director 520 E Street Eureka, CA 95501 Phone: (707) 445-9720 Fax: (707) 445-9652 Email: johnson@northcoastsbdc.org Web site: <a href="http://www.northcoastsbdc.org">http://www.northcoastsbdc.org</a></p> <p><b>San Francisco SBDC at City College of San Francisco</b> Albert Dixon, Director 455 Market Street, 6th Floor San Francisco, CA 94105 Phone: (415) 908-7501 Fax: (415) 974-6035 Email: info@sfsbdc.org Web site: <a href="http://www.sfsbdc.org">http://www.sfsbdc.org</a></p> <p><b>Napa Valley College SBDC</b> Elizabeth Pratt, Director 1556 First Street, Suite 103 Napa, CA 94559 Phone: (707) 253-3210 Fax: (707) 253-3068 Email: epratt@napavalley.edu Web site: <a href="http://www.napasbdc.org">http://www.napasbdc.org</a></p> <p><b>East Bay SBDC</b> Raj George, Director 475 14th Street, Ste. 150 Oakland, CA 94612 Phone: (510) 208-0410 Fax: (510) 208-0413 Email: rajgeorge@eastbaysbdc.org Web site: <a href="http://www.eastbaysbdc.org">http://www.eastbaysbdc.org</a></p>	<p><b>Butte Community College SBDC</b> Sophie Konuwa, Director 19 Williamsburg Lane Chico, CA 95926 Phone: (530) 895-9017 Fax: (530) 566-9851 Email: konuwaso@butte.edu Web site: <a href="http://www.bcsbdc.org/">http://www.bcsbdc.org/</a></p> <p><b>Sierra College SBDC</b> Indiria Gillespie, Director 11930 Heritage Oak Place, Suite 1 Auburn, CA 95603 Phone: (530) 885-5488 Fax: (530) 823-2831 Email: igillespie@sbdcsierra.org Web site: <a href="http://www.sbdcsierra.org">http://www.sbdcsierra.org</a></p> <p><b>San Joaquin Delta College SBDC</b> Gillian Murphy, Director 445 N. San Joaquin Street Stockton, CA 95202 Phone: (209) 943-5089 Fax: (209) 943-8325 Email: gmurphy@deltacollege.edu Web site: <a href="http://www.sbdc.deltacollege.edu">http://www.sbdc.deltacollege.edu</a></p> <p><b>Redwood Empire SBDC at Santa Rosa Junior College</b> Lorraine DuVernay, Director 606 Healdsburg Avenue Santa Rosa, CA 95401 Phone: (707) 524-1770 Fax: (707) 524-1772 Email: sbdc@santarosa.edu Web site: <a href="http://www.santarosa.edu/sbdc/">http://www.santarosa.edu/sbdc/</a></p> <p><b>Solano College SBDC</b> Charles Eason, Director 424 Executive Court North, Suite C Fairfield CA 94534 Phone: (707) 864-3382 Fax: (707) 864-8025 Email: charles.eason@solano.edu Web site: <a href="http://www.solanosbdc.org">http://www.solanosbdc.org</a></p> <p><b>Contra Costa SBDC</b> Beverly Hamile, Director 2425 Bisso Lane, #200 Concord, CA 94520 Phone: (925) 646-5377 Fax: (925) 646-5299 Email: bhamile@contracostasbdc.com Web site: <a href="http://www.contracostasbdc.com">http://www.contracostasbdc.com</a></p> <p><b>Silicon Valley SBDC at DeAnza College</b> Rick Kuhn, Director 84 W. Santa Clara Street, Suite 100 San Jose CA 95113 Phone: (408) 494-0240 Fax: (408) 494-0245 Email: kuhnrick@fhda.edu Web site: <a href="http://www.siliconvalley-sbdc.org">http://www.siliconvalley-sbdc.org</a></p>
--	---

<p><b>SBDC Technology Advisory Program</b> Menakshi Abbi, Director 84 West Santa Clara St., Ste 100 San Jose, CA 95311 Phone: (408) 494-0212 Email: tap@sbdctap.com Web site: <a href="http://www.sbdctap.com">http://www.sbdctap.com</a></p> <p><b>Gavilan College SBDC</b> Rich Gillis, Director 8351 Church Street, Bldg. E Gilroy, CA 95020 Phone: (408) 847-0373 Fax: (408) 847-0393 Email: richgillis@verizon.net Web site: <a href="http://www.gavilansbdc.org/">http://www.gavilansbdc.org/</a></p> <p><b>South Central Coast SBDC at Cuesta College</b> 3566 South Higuera Street, Suite 100 San Luis Obispo, CA 93401 Phone: (805) 549-0401 Fax: (805) 543-5198 Web site: <a href="http://www.smallbusinessinfo.org">http://www.smallbusinessinfo.org</a></p> <p><b>Weill Institute SBDC at Bakersfield College</b> Peter DeArmond, Director 2100 Chester Avenue, First Floor Bakersfield CA 93301 Phone: (661) 395-4126 Fax: (661) 395-4143 Email: pdearmon@bakersfieldcollege.edu Web site: <a href="http://www.weill-sbdc.com/">http://www.weill-sbdc.com/</a></p> <p><b>East Los Angeles County SBDC at Mt. San Antonio College</b> Mike Brady, Director 363 S. Park Avenue, Ste. 101 Pomona, CA 91766 Phone: (800) 453-7232 Fax: (909) 629-8310 Email: mike@sbdcpom.net Web site: <a href="http://www.CompanyHelp.org">http://www.CompanyHelp.org</a></p> <p><b>Orange County SBDC at Rancho Santiago College</b> Michael Roessler, Director 2323 North Broadway, Suite 201 Santa Ana, CA 92706 Phone: (714) 564-5200 Fax: (714) 647-1168 Email: roessler_michael@rsccd.org Web site: <a href="http://www.ocsbdc.com">http://www.ocsbdc.com</a></p> <p><b>North San Diego SBDC at MiraCosta College</b> Sudershan Shaunak, Director 1823 Mission Avenue Oceanside, CA 92054 Phone: (760) 795-8735 Fax: (760) 795-8728 Email: sshaunak@miracosta.edu Web site: <a href="http://www.sandiegosmallbiz.com">http://www.sandiegosmallbiz.com</a></p> <p><b>Imperial Valley SBDC at Imperial Valley College</b> Ben Solomon, Director 301 North Imperial Ave., Ste. B El Centro, CA 92243 Phone: (70) 312-9800 Fax: (760) 312-9838 Email: bsolomon@imperial.cc.ca.us Web site: <a href="http://www.ivsbdc.org">http://www.ivsbdc.org</a></p>	<p><b>Central Coast SBDC at Cabrillo College</b> Teresa Thomae, Director 6500 Soquel Drive Aptos, CA 95003 Phone: (831) 479-6136 Fax: (831) 479-6166 Email: sbdc@cabrillo.edu Web site: <a href="http://www.businessonline.org/">http://www.businessonline.org/</a></p> <p><b>Alliance SBDC</b> Kurtis Clark, Director 1010 11th Street, Ste. 1013 Modesto, CA 95354 Phone: 209-567-4910 Fax: 209-567-4955 Email: director@alliancesbdc.com Web site: <a href="http://www.alliancesbdc.com">http://www.alliancesbdc.com</a></p> <p><b>Central California SBDC</b> Rick Wheeler, Director 1901 E. Shields St., Ste. 202 Fresno, CA 93726 Phone: (559) 230-4056 Email: richard@ccsbdc.org Web site: <a href="http://www.ccsbdc.org">http://www.ccsbdc.org</a></p> <p><b>North Los Angeles County SBDC</b> Robert Holguin, Director 5121 Van Nuys Blvd., Ste. 300 Van Nuys, CA 91403-2100 Phone: (818) 907-9922 Fax: (818) 907-9890 Email: bob@vedc.org Web site: <a href="http://www.nlasbdc.org">http://www.nlasbdc.org</a></p> <p><b>Southwest Los Angeles County SBDC at El Camino College</b> Leila Mozaffari, Director 13430 Hawthorne Blvd. Hawthorne, CA 90250 Phone: (310) 973-3167 Fax: (310) 973-3132 Email: lmozaffari@elcamino.edu Web site: <a href="http://www.elcamino.edu/commadv/sbdc">http://www.elcamino.edu/commadv/sbdc</a></p> <p><b>Inland Empire SBDC</b> Vincent McCoy, Director 1201 Research Park Dr., Ste. 100 Riverside CA 92507 Phone: (909) 781-2345 Fax: (909) 781-2353 Email: vmccoy@iesbdc.org Web site: <a href="http://www.iesbdc.org">http://www.iesbdc.org</a></p> <p><b>Southwestern College SBDC and International Trade Center</b> Victor Castillo, Director 900 Otay Lakes Road, Building 1600 Chula Vista, CA 91910 Phone: (619) 482-6391 Fax: (619) 482-6402 Email: vcastillo@swc.cc.ca.us Web site: <a href="http://www.sbditc.org">http://www.sbditc.org</a></p>
---	--