

## DID YOU KNOW . . . ?

- ❖ Caltrans may contract with California certified small businesses in amounts greater than \$5,000 and less than \$100,000 without formally advertising and going out to bid. Certification shall be made through the California Department of General Services (DGS).
- ❖ Caltrans lists services and construction contracts less than \$130,000 out for bid on its web pages at <http://caltrans-opac.ca.gov/contrac2.htm>. Construction contracts that exceed \$130,000 at [http://www.dot.ca.gov/hq/esc/oe/weekly\\_ads/index.html](http://www.dot.ca.gov/hq/esc/oe/weekly_ads/index.html)
- ❖ Caltrans may contract for services between \$25,000 and \$100,000 by soliciting quotes from two California certified small businesses and awarding to the certified small business with the best value for the State.
- ❖ Commodities between \$5,000 and \$50,000 are purchased after obtaining three (3) bids.
- ❖ Department VISA cardholders may procure commodities and services up to \$5,000 per transaction.
- ❖ The California State Contracts Register online publication which list Services and Construction contracts over \$5,000, Commodity contracts over \$50,000 and IT contracts over \$100,000. <http://www.cscr.dgs.ca.gov/cscr/>
- ❖ On July 21, 2006 Governor Arnold Schwarzenegger signed Executive Order S-11-06 to further assist California Small and Disadvantaged Business Enterprises. You may access the full details of this Executive Order at <http://gov.ca.gov/archive/executive-orders>
- ❖ Vendors set up to access State VISA cards are better able to participate in state-sponsored procurement fairs for on-the-spot purchasing.

## DEPARTMENT OF TRANSPORTATION DISTRICT SMALL BUSINESS LIAISONS

**DISTRICT 1**  
1656 Union Street  
Eureka, CA 95501  
(707) 441-5814

**DISTRICT 2**  
4300 Caterpillar Rd.  
Redding, CA 96003  
(530) 225-3529

**DISTRICT 3**  
703 B Street  
Marysville, CA 95901  
(530) 741-4354

**DISTRICT 4**  
111 Grand Avenue  
Oakland, CA 94623  
(510) 286-5898

**DISTRICT 5**  
50 Higuera Street  
San Luis Obispo, CA 93405  
(805) 549-3037

**DISTRICT 6**  
1352 W. Olive Avenue  
Fresno, CA 93728  
(559) 445-6925

**DISTRICT 7**  
100 South Main Street, Ste. 100  
Los Angeles, CA 90012  
(213) 897-6107

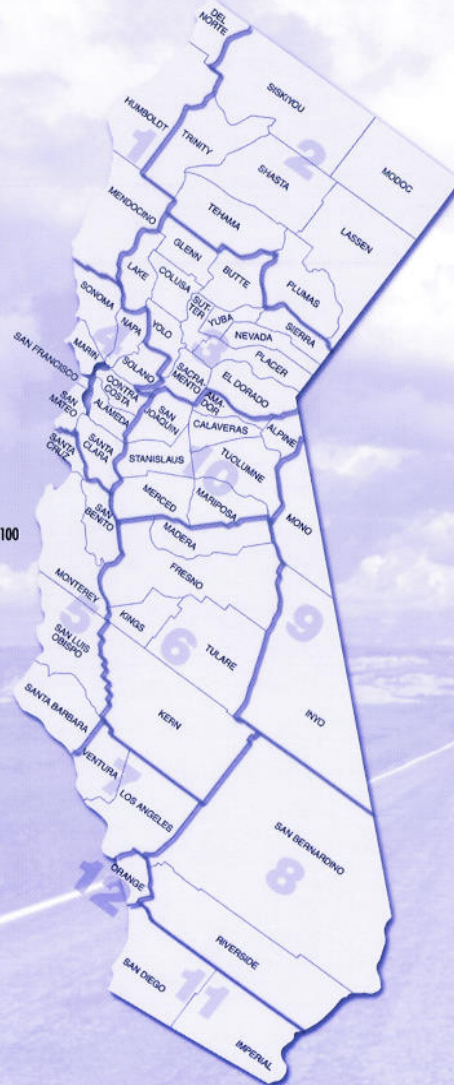
**DISTRICT 8**  
464 W. 4<sup>th</sup> Street, 12<sup>th</sup> Floor  
San Bernardino, CA 92401  
(909) 383-4285

**DISTRICT 9**  
500 South Main Street  
Bishop, CA 93514  
(760) 872-0752

**DISTRICT 10**  
1976 East Charter Way  
Stockton, CA 95205  
(209) 941-1923

**DISTRICT 11**  
4050 Taylor Street  
San Diego, CA 92123  
(619) 220-7343

**DISTRICT 12**  
3347 Michelson Drive  
Irvine, CA 92612  
(949) 724-2021



**Arnold Schwarzenegger**  
Governor, State of California

**Dale E. Bonner**

*Secretary, Business, Transportation and Housing Agency*

**Will Kempton**

*Director, Department of Transportation*

**Division of Procurement and Contracts**  
1727 30<sup>th</sup> Street  
Sacramento, CA 95816  
(916) 227-6129



# SELLING GOODS & SERVICES TO CALTRANS

## WHERE TO CERTIFY

- ❖ Businesses seeking to become California certified may access the on-line application at: <http://www.getcertified.dgs.ca.gov/>

## STATE CERTIFICATION BENEFITS

- ❖ Small Business Bid Preference
- ❖ Prompt Payment
- ❖ Internet Certified Firm Listing
- ❖ Emergency Contracting

## CONTRACTOR PAYMENT INFORMATION

[www.dot.ca.gov/hq/asc](http://www.dot.ca.gov/hq/asc)

Caltrans participates in the CAL-Card Program to acquire goods and services. Merchants that would like to accept the CAL-Card may sign up as a VISA Merchant by contacting [www.usbank.com](http://www.usbank.com), a local branch of US Bank or their own bank/financial institution.

With special thanks to the Caltrans Statewide Council Commodities Committee, Caltrans Civil Rights, and Caltrans Division of Procurement and Contracts for their contributions.

For individuals with disabilities this document is available in Braille, large print, on audiocassette, or computer disc. To obtain a copy in one of these alternative formats, please write to the:

California Department of Transportation  
Division of Procurement and Contracts  
1727 30<sup>th</sup> Street, Fourth Floor, MS-67  
Sacramento, CA 95816

or call Voice - (916) 227-6000 and  
TTY (916) 227-7857 or 7711

## MAJOR COMMODITIES

Audio Visual Equipment  
Automobiles  
Automotive Supplies  
Barricades  
Batteries  
Cameras, Video, Digital  
Computers  
Cones, Traffic  
Construction Supplies  
Fence, Chain Link  
Fuel  
Gloves  
Guardrail  
Heavy Equipment—Trailers, Tractors,  
Loaders and Graders  
Janitorial Supplies  
Laboratory Testing Equipment  
Luminaires  
Metal Fabrication  
Paint  
Pavement Markers  
Photocopiers  
Posts—Metal Guide, Metal/Wood Sign  
and Guardrail  
Publications  
Rainwear  
Reproduction Equipment and Supplies  
Respirators and Filters  
Signs  
Signs, Changeable Message  
Software  
Sprinklers  
Toner Cartridges  
Tools, Automotive and Hand  
Water Coolers

## TYPES OF SERVICE CONTRACTS

Advertising Services  
Aircraft Maintenance and Repair  
Aircraft Rental  
Alarm Monitoring  
Archaeological Services  
Architectural and Engineering Design  
Armored Car Services  
Attorney Services  
Auto Parts Cleaning Services  
Automatic Gate Repair  
Blueprinting Services  
Calibration of Specialized Equipment  
Camera Maintenance and Repair  
Carpet Installation  
Cleanup of Hazardous Chemical Spills  
Collection Services  
Construction Projects  
Copier Maintenance and Repair  
Court Reporting  
Data Processing Services  
Day Care Facility Operation  
Electronic Data Processing Consulting  
Electronic Data Processing Maintenance  
Electronic Data Processing Software Licensing  
Elevator Repair  
Engineering Design  
Engineering Investigation or Study  
Engineering Plan and Spec Preparation  
Environmental Impact Study  
Equipment Installation  
Equipment Maintenance and Repair  
Equipment Service  
Equipment Rental  
Escrow Services  
Expert Witness  
Facilities Rental  
Field Engineering Inspection  
Film and Video Services  
Fire Extinguisher Service  
Forklift Maintenance and Repair  
Gardening and Landscaping  
Graphic Design Services  
Hazardous Waste Investigation  
Hazardous Waste Removal  
Highway Equipment Operation  
Highway Equipment Rental  
Information Technology, Hardware,  
Software and Consulting  
Interpreter Services  
Janitorial Services  
Laboratory Services  
Mail and Courier Services  
Maintenance Services at Rest Areas  
Materials Sampling and Testing  
Media Contracts  
Medical Examinations  
Native American Indian Advisors  
Office Machine Maintenance and Repair  
Painting Services  
Pest Control and Fumigation Services  
Photo Processing  
Plumbing Services  
Preliminary Engineering Studies  
Printing Services  
Project Management for Design  
and Construction  
Property Appraisal  
Public Relations Services  
Railroad Car Refurbishing  
Railroad Car Repair  
Railroad Locomotive Repair and Maintenance  
Real Estate Continuation and Supplemental  
Reporting

Real Estate Document Obtaining and Copying  
Real Estate Sales Tabulation  
Refuse and Garbage Disposal  
Rental Property Maintenance  
Rental Property Management  
Road Construction  
Road, Sign and Guardrail Repair  
Security Services  
Soils and Foundations Investigations  
Structural Improvements  
Structure Relocation  
Structure Removal  
Surveying  
Tank Pumping  
Tax Reporting Services  
Telecommunications Services  
Title Search  
Training  
Transportation and Warehousing Services  
Trash Pickup  
Tree Trimming  
Utility Installations  
Value Engineering  
Vehicle Painting and Detailing  
Vehicle Repair and Maintenance  
Video Production and Duplicating Services  
Waste Removal Services  
Weed Abatement

For information on selling goods and services to Caltrans, contact the Division of Procurement and Contracts at (916) 227-6000 or look us up at our website at [www.caltrans-opac.ca.gov](http://www.caltrans-opac.ca.gov)