

## Strategic Partnership Agreement

### Mission Statement

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The California Department of General Services (DGS) Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) assists small and disabled veteran businesses with certification and access to procurement opportunities through outreach, education, training, and advocacy.

### Strategic Partnership Objective

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The objective of strategic partnerships is to support the OSDS mission by aligning with organizations around the state of California that share DGS and OSDS strategic goals and mission. DGS partners with organizations that provide an opportunity to reach current and prospective certified Small Businesses (SB), Disabled Veteran Business Enterprises (DVBE), Nonprofit Veteran Service Agencies (NVSA) and Nonprofit Organizations (NP), underrepresented groups and underserved geographic locations.

### Participating Parties

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This Strategic Partnership Agreement is between the California Department of General Services (DGS) Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) and Norcal Elite Disabled Veterans.

### Contact Information

Norcal Elite Disabled Veterans  
Lavelle Jones  
President & Nation Board Member  
408-505-3032  
[ijdsdesigngroup@acninc.net](mailto:ijdsdesigngroup@acninc.net)

1405 Phelps Ave. #36  
San Jose, CA 95117

California Department of General Services  
Office of Small Business and Disabled  
Veteran Business Enterprise Services

Wayne Gross  
Business Outreach Liaison  
279-946-8387  
[Wayned.gross@dgs.ca.gov](mailto:Wayned.gross@dgs.ca.gov)  
Or  
[strategicpartner@dgs.ca.gov](mailto:strategicpartner@dgs.ca.gov)  
707 Third Street  
West Sacramento, CA 95605

## Events

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The Norcal Elite Disabled Veterans agrees to host the following events with a guarantee of DGS participation. The details for each event, including DGS participation, are below.

**Event Name: How to Do Business with the State**

Event Date(s): 11/02/2023

Event Format: virtual

Location (city/region): n/a

Estimated number of attendees: 20

DGS Participation: webinar

Cost to DGS: \$1,250.00

Event Description: How to do Business with the State

**Event Name: I'm Certified, Now What**

Event Date(s): 02/16/2024

Event Format: virtual

Location (city/region): n/a

Estimated number of attendees: 20

DGS Participation: webinar

Cost to DGS: \$1,250.00

Event Description: I'm Certified, Now What?

**Event Name: Micro Contracts**

Event Date(s): 04/16/2024

Event Format: virtual

Location (city/region): n/a

Estimated number of attendees: 20

DGS Participation: webinar

Cost to DGS: \$1,250.00

Event Description: Contracting using the SB/DVBE Option

**Event Name: How to Do Business with the State**

Event Date(s): 06/11/2024

Event Format: virtual

Location (city/region): n/a

Estimated number of attendees: 20

DGS Participation: webinar

Cost to DGS: \$1,250.00

Event Description: How to do Business with the State

**Name: SB/DVBE Event and Program Promotion**

Date(s): quarterly and every 2-4 weeks

Format: digital

Location (city/region): n/a

Estimated number of recipients: 2,000

Cost to DGS: \$2,000.00

Deliverable: promote SB/DVBE program and event information in a quarterly magazine and a newsletter distributed every two to four weeks.

## Partnership Deliverables

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The Norcal Elite Disabled Veterans agrees to provide DGS with the following deliverables as part of the strategic partnership.

- Share SB/DVBE information through organization's membership directory (ex: online newsletters)
- LinkedIn engagement and promotion (follow OSDS page, share the page with your members, engage on OSDS posts by liking, commenting, re-posting, and tagging OSDS in your posts that are relevant to OSDS.)
- Upon request, promote and disseminate relevant state contracting information, provided by DGS, to your membership.
- Display the DGS logo on your website that links to our website.
- Respond to DGS's requests to identify businesses for emergency contracts.
- Provide state contracting SB and DVBE success stories when available.
- Be listed on the DGS Supplier Diversity Program's Diverse Organization Directory. State departments use the Directory to conduct targeted outreach and identify small and diverse businesses for state contracting opportunities, and businesses use the Directory to connect with relevant organizations.
- Provide DGS a detailed list of event attendees including registration information for all attendees that elect to provide such information to DGS, and a total attendee count for each event.
- Complete a Strategic Partner Post Event Recap Report, provided by DGS, for each event within 10 business days after the event.
- Identify disabled veteran businesses separately for event registration (if possible) and provide the attendee list including registration information to DGS within 10 business days after the event.
- Conduct outreach to viable DVBEs for products and services where state departments have difficulty finding DVBEs, if this information is provided by DGS.
- Upon request from DGS, partner with DGS to establish an exclusive workshop/webinar for these industries when appropriate. Additional requested targeted outreach methods may include making a list of products/services state departments need known by posting on a website or in a newsletter, or through a communication to business owners.

DGS agrees to provide the Norcal Elite Disabled Veterans with the following deliverables as part of the strategic partnership:

- Promote events hosted by the Norcal Elite Disabled Veterans that are relevant to and appropriate for the businesses DGS serves, even when DGS is not participating in the events, on the DGS and Cal eProcure websites and social media.

- Provide one-on-one assistance to businesses the Norcal Elite Disabled Veterans represents or serves.
- Share contract opportunities, when knowledgeable and permitted to do so.
- Facilitate connections to other DGS partner organizations, as appropriate.

## **Terms and Conditions**

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DGS may, should the Norcal Elite Disabled Veterans fail to meet conditions of this agreement and upon its discretion, withhold some or all of partnership funds or terminate this agreement. DGS may also reduce any funds given in future years or determine the Norcal Elite Disabled Veterans to be ineligible for a strategic partnership the following year.

The Norcal Elite Disabled Veterans shall, upon failure to fulfill an agreed upon event involving partnership funds where DGS has already made payment, return the funds to DGS.

DGS reserves the right to withhold strategic partnership funds or terminate the agreement with no liability to the state due to budget reductions, failure to fulfill the agreement, or other unexpected circumstances beyond the control of DGS.

## **Funds**

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DGS approves the issuance of funds in the amount of \$7,000.00 to the Norcal Elite Disabled Veterans for the above written and agreed upon events, partnership deliverables and terms and conditions.

## Payment

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The NOR-CAL ELITE DISABLED VETERANS agrees to follow this procedure to receive partnership funds.

Submit the two documents listed below to [StrategicPartner@dgs.ca.gov](mailto:StrategicPartner@dgs.ca.gov) and the designated OSDS representative to receive payment of partnership funds.

1. Submit an itemized invoice.
2. Fill out and submit the Payee Data Record (STD 204), provided by DGS.

DGS will issue a lump sum payment in the form of a check for all events upon receipt of these documents.

## Signatures

The signatures below certify that all parties have read, understand, and agree with the terms and conditions identified in the strategic partnership agreement, and that all the information provided here is true and correct.

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NAME AND TITLE OF NORCAL ELITE DISABLED VETERANS  
REPRESENTATIVE



SIGNATURE

09/30/2023


DATE

Matt Zweier, Business Outreach Manager

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NAME AND TITLE OF DGS REPRESENTATIVE

Matt Zweier

 Digitally signed by Matt Zweier  
Date: 2023.09.27 13:20:35 -07'00'

SIGNATURE OF DGS REPRESENTATIVE

09/27/2023

DATE