

DEPARTMENT OF MOTOR VEHICLES

ADMINISTRATIVE SERVICES DIVISION

P.O. BOX 932382

SACRAMENTO, CA 94232-3820



August 21, 2026

TO: All Prospective Bidders

RE: Invitation for Bid 26-108, Addendum #1
Parking Lot Repairs, Removal and Replacement of Asphalt, and
Stripping Services at the Long Beach DMV Field Office

The following are changes, additions, and/or clarification to the IFB Solicitation:

- Required Bid Documents Checklist has been removed and replaced with Required Bid Documents Checklist Addendum #1 to add the DVBE requirement for bids above \$20,000.00
- Cost Sheet Attachment 2 has been removed and replaced with Cost Sheet Attachment 2 Addendum #1 to add the DVBE requirement for bids above \$20,000.00
- Attachment 6 Page 1 of 6 has been removed and replaced with Attachment 6 Page 1 of 6 Addendum #1 to change the DVBE participation requirement to required.

All other terms and conditions remain the same.

A handwritten signature in black ink, appearing to read 'T. Larsen'.

Troy Larsen
Contract Administrator

REQUIRED BID DOCUMENTS CHECKLIST

Use this checklist to organize your bid. It is not necessary to return this checklist with your bid. In order for your bid to be considered responsive, please complete and submit all required bid documents listed below printed single-sided. Your bid may be deemed non-responsive by the DMV if you fail to complete and submit all required bid documents listed below printed single-sided.

ITEM & DESCRIPTION

- ☐ Attachment 1 – Bid/Bidder Certification Sheet
- ☐ Attachment 2 – Cost Sheet
- ☐ Attachment 3 – Payee Data Record
- ☐ Attachment 4 – Bidder Declaration & Subcontractor/Supplier List
- ☐ Attachment 5 – Darfur Contracting Act
- ☐ Attachment 6 * – California Disabled Veteran Business Enterprise Participation Documents
(DVBE participation is only required if your total bid for the term of the contract is \$20,000.00 or more)
 - ☐ STD 843 – Disabled Veteran Business Enterprise Declarations
(To be completed by a bidder or a subcontractor that is a certified DVBE)
 - ☐ DVBE Subcontractor Agreement
- ☐ Attachment 7 – California Civil Rights Laws Certification **(This Attachment is only required if your total bid for the term of the contract is \$100,000.00 or more)**
- ☐ Exhibit F – Noncollusion Declaration
- ☐ Proof of public works contractor registration with the DIR for the bidder and all subcontractors the bidder intends to utilize to perform work under the contract. **(Only required if your total bid exceeds \$25,000.00.)**

* **DVBE Resource website address: <http://www.dgs.ca.gov>. A common mistake bidders make is to state that no DVBE subcontractors are needed and that goals are not applicable, offering that all the work can be done by the bidder with its own resources. Bidders should be warned that this is not an option if their bid is to be deemed responsive.**

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ATTACHMENT 2

COST SHEET

Your bid may be deemed non-responsive by the DMV if you fail to complete, sign, and submit this document with your bid.

It is unlawful for any person engaged in business within this State to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code.

Bidder proposes and agrees to furnish all labor, tools, materials, equipment, and supervision; pay all taxes, insurance, bonds, license and permit fees, travel costs, and other costs incidental to the work to be performed in accordance with the attached Scope of Work identified in Exhibit A at the cost indicated below.

_____	Dollars	\$	_____
(words)			(figures)

In the case of discrepancies between words and figures, the words shall prevail.

DVBE Requirement: *If your total bid is \$20,000.00 or more, you must comply with the DVBE goals as mandated by state law and described in this IFB.*

Cost Breakdown: The DMV reserves the right to request that the intended awardee submit an itemized cost breakdown of their bid to include, but not limited to: cost of materials, labor, and overhead.

BIDDER CERTIFICATION

I certify that I am empowered to submit this bid on behalf of the Company named below:

COMPANY NAME: _____

AUTHORIZED BIDDER'S NAME (PLEASE PRINT): _____

AUTHORIZED BIDDER'S SIGNATURE: _____ **DATE:** _____

The remainder of this page is intentionally left blank.

ATTACHMENT 6

CALIFORNIA DISABLED VETERAN BUSINESS ENTERPRISE PARTICIPATION REQUIREMENT AND INCENTIVE

1. Authority

- A. The Disabled Veteran Business Enterprise (DVBE) Participation Goal Program for state contracts is established in Public Contract Code Section 10115 et seq., Military and Veterans Code Section 999 et seq., and California Code of Regulations, Title 2, Division 2, Chapter 3, Subchapter 10.5, Article 1, Section 1896.60 et seq.
- B. Only DVBEs certified by the California Department of General Services (DGS), Office of Small Business and DVBE Services (OSDS), who perform a Commercially Useful Function (CUF) relevant to this solicitation, shall be used to satisfy the DVBE goals. As defined in Military and Veterans Code Section 999 and California Code of Regulations, Title 2, Division 2, Chapter 3, Subchapter 10.5, Article 2, Section 1896.71, a person or an entity is deemed to perform a CUF if a person or entity does all of the following:
 - (1). Is responsible for the execution of a distinct element of the work of the contract.
 - (2). Carries out the obligation by actually performing, managing, or supervising the work involved.
 - (3). Performs work that is normal for its business services and functions.
 - (4). Is responsible, with respect to products, inventories, materials, and supplies required for the contract, for negotiating price, determining quality and quantity, ordering, installing, if applicable, and making payment.
 - (5). Is not further subcontracting a portion of the work that is greater than that expected to be subcontracted by normal industry practices.
- C. A contractor, subcontractor, or supplier will not be considered to perform a CUF if the contractor's, subcontractor's, or supplier's role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of DVBE participation.
- D. **Bidder must verify each DVBE subcontractor/supplier certification with DGS/OSDS to ensure DVBE participation eligibility prior to submitting a bid.**

2. DVBE Participation Requirement

- A. ~~The DVBE participation requirement has been waived for this solicitation.~~

The minimum percentage of DVBE participation for this solicitation is 3% if the bidder's total bid amount is \$20,000.00 or greater. The bidder shall fully document that the mandatory minimum percent of DVBE participation will be met, or the bidder's bid shall be deemed non-responsive.

3. DVBE Participation Incentive

- A. In accordance with Section 999.5 of the Military and Veterans Code, a bid incentive will be given to bidders who provide DVBE participation. For evaluation purposes only, the DMV shall apply a bid incentive to bids that propose California certified DVBE participation as identified on Attachment 4, Bidder Declaration & Subcontractor/Supplier List. The bid incentive amount for awards based on lowest bid will vary in conjunction with the percentage of DVBE participation. The following bid incentive percentages will apply: