Streamlined process...

Small Business First makes purchasing faster:
- requires only informal quotes
- goes directly from quote to award: no RFP, no advertising, make instant awards, no protests

Only one or two quotes needed...
- SB First calls for all non-construction UC procurements between $10,000 – $250,000 to be awarded to an SB/DVBE, wherever practicable.
- Only one (1) informal quote is required for purchases from $10,000 up to $100,000.
- Only two (2) informal quotes are required for procurements between $100,000 – $250,000.

How to find small business & disabled veteran suppliers:
- Use these supplier search resources and job aids
  - Supplier.io – supplier search database
  - Cal eProcure – State of California supplier search database

Tips to accelerate purchasing and maintain compliance:
- Purchase from existing strategically sourced agreements. If possible, verify that agreements fall in frequent purchase categories. If not, consider confirming if SB First does not apply.
- Identify and pre-screen SB/DVBE suppliers in frequent purchase categories to expedite the quotation process.
- If a waiver is justified, submit it early with clear documentation to speed waiver approval.
- Get the informal quotes needed to make an immediate award to the best value supplier.

Small Business First does NOT APPLY* to these categories:
- Sole source / unique professional services / emergency purchases
- Purchases through existing strategically sourced agreements — if possible, verify that agreements fall in frequent purchase categories. If not, consider confirming if SB First does not apply.
- Federally funded purchases
- Design and construction procurements
- Internally generated agreements
- Federally/ state/ local government agreements acquisitions
- Research grants, contracts, and agreements
- Higher education institution agreement acquisitions
- Concessions purchases
- Revenue / reimbursement contract acquisitions
- Medical and patient care contract acquisitions

Small Business First makes a difference.

With Small Business First (SB First), the University of California (UC) is committing to providing more easily accessible business opportunities for certified Small Businesses (SB) and Disabled Veteran Business Enterprises (DVBE). This policy helps UC invest in and enrich our local communities by furthering our sustainability goals and mission of teaching, research and public service.

UC is taking care of small businesses by putting them first in our procurement process.