



# Meeting Recap

## Tuesday, February 27, 2024

### 1:30 p.m. to 2:30 p.m.

#### 1. Welcome

**Nick DeAngelis, Purchasing Authority Unit (PAU) Supervisor, Department of General Services (DGS), Procurement Division (PD)**

Nick DeAngelis welcomed all participants and provided instructions on participating in the Purchasing Authority Round Table (PART) meeting. Since the meeting is being held through Microsoft Teams (MT) remotely, participants were instructed to mute microphones to minimize background noise. For questions, participants are asked to utilize the MT meeting hand feature or enter questions in the MT chat. Opportunities to ask questions will be provided at the end of each speaker's presentation and the end of the PART meeting.

#### 2. Procurement Division Updates

**Angela Shell, Deputy Director, DGS, PD**

- Reminder to state agencies to seek vendors or suppliers who have not yet done business with the State of California.
- State contract and procurement spend including Small Business (SB)/Disabled Veteran Business Enterprise (DVBE) information can be found on PD's Statewide Procurement Data Dashboards website.
  - [Intake and Analysis Unit Dashboards \(ca.gov\)](#)

#### AB 2019 & 1574 Implementation

- AB 2019 & 1574 Fact Sheet
  - Explains AB 2019:
    - Establishing 25% SB participation goals into law rather than via an Executive Order.
  - Explains AB 1574 (effective January 1, 2024)
    - State agencies are required to vary the use of vendors by including SBs who have not yet done business with the State.
  - Details how the bills impact state agencies and answers questions regarding the difference between SB advocates and SB liaisons roles and responsibilities.
  - OSDS to publish and post facts sheets on PD website in March.

#### IT & Non-IT Procurement Workgroup

- DGS workgroup is working in collaboration with DOT and CDT.

- To define IT procurements, identify differences between IT versus non-IT procurements and improve SCM policy on IT definitions and/or IT determination.
  - This DGS workgroup will include some Agency Chief Information Officers (AIO), Chief Information Officers (CIO) and Procurement and Contracting Officers (PCO).

#### DVBE Subcontracting (SB 588) Implementation

- State agencies are encouraged to review the Broadcast Bulletin #[BB P-05-21](#) and the enacted legislation, [SB 588](#), which prompted the new DVBE Contracting and Reporting Requirements.
- DVBE Subcontractor Reports (STD 817) submitted to OSDS annually by state agencies showed that if no DVBE subcontractor reports were submitted by the prime contractor's certification process, no sanctions were apparently applied.
  - A significant amount of state agencies did not apply sanctions and did not have a justification for why funds were not withheld.
  - If the DVBE program requirements are not included in solicitations and executed contracts, the state agency must request a DVBE participation utilization plan from the vendor. If the vendor fails to provide a DVBE Subcontractor Report (STD 817) with their utilization plan the state agency is required to withhold \$10,000, or full payment if less than \$10,000 from a prime contractor's final payment pending receipt of a complete and accurate STD 817.

#### GenAI Executive Order N-12-23

- California Government Operations Agency (GovOps) has posted several GenAI reports on their website.
  - [Generative AI \(GenAI\) Executive Order | GovOps \(ca.gov\)](#)
- GenAI Procurement Guidelines
  - DGS and CDT are collectively tasked to develop GenAI procurement guidelines and processes.
  - In draft form and is currently under review.
  - Broadcast Bulletin on the GenAI Procurement Guidelines to be released in March.
- Assist state agencies with GenAI pilot projects conducted in a "sandbox" environment managed by CDT.
- Develop GenAI procurement standards, terms, and conditions (January 2025 deadline).

#### IT General Provisions (IT GPs) Revisions

- Proposed revisions to IT GPs have been posted for public comment on [PD website](#).
- Broadcast Bulletin #[E-02-24](#) was released to PCOs, Purchasing Authority Contacts (PAC), AIOs, CIOs, and SB/DVBE Advocates to extend an invitation to known Information Technology (IT) vendors.
  - IT vendors were invited to review and provide comments to the draft IT and SaaS General Provisions
  - DGS PD will assist vendors in registering for the public forum and will also assist with comments from state agencies.

- A vendor public forum for revisions to the State’s IT General Provisions is scheduled for March 11, 2024.

**FI\$CAL Year End Procurement Deadlines**

- Reminder to state agencies to be aware of DGS PD procurement year end deadlines, see Broadcast Bulletin #[P-01-24](#).
- DGS PD encourages all state agencies to sign up for Broadcast Bulletins to be notified regarding DGS PD procurement events, policies, and contracts.
- DGS PD anticipates a large volume of procurement requests and reminds state agencies to due diligence and follow instructions/procurement processes as well as thoroughly review procurement documentation prior to submitting requests to DGS PD.

**3. Statewide Supplier Diversity Program**

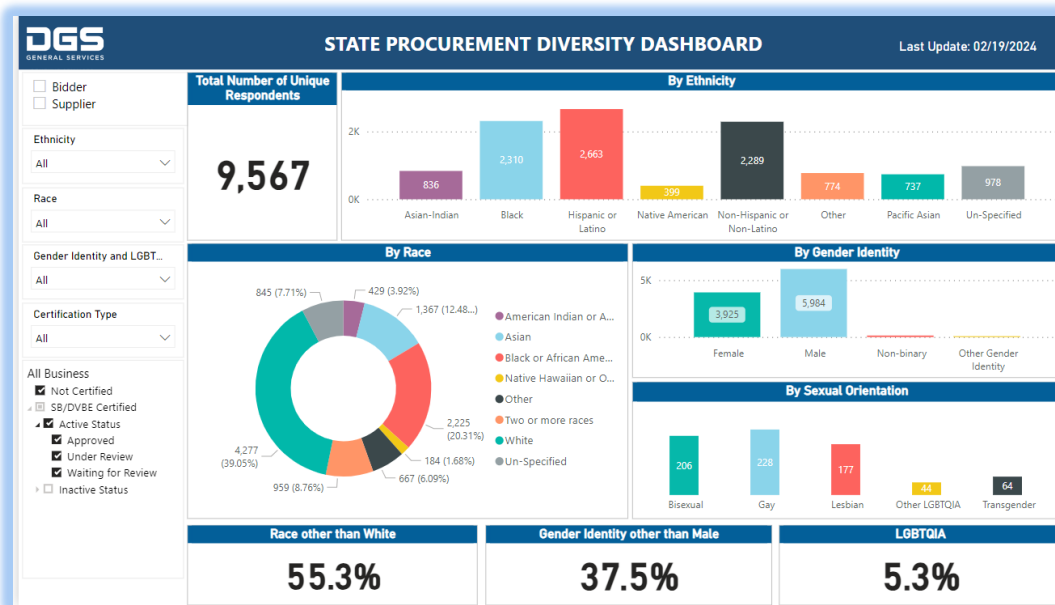
**Danetta Jackson, Chief, Statewide Supplier Diversity Program, DGS, PD**

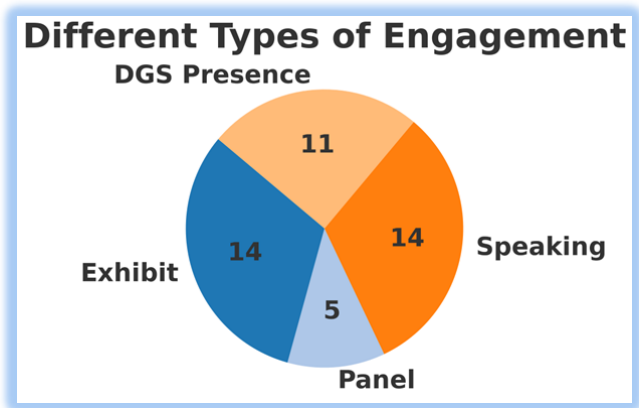
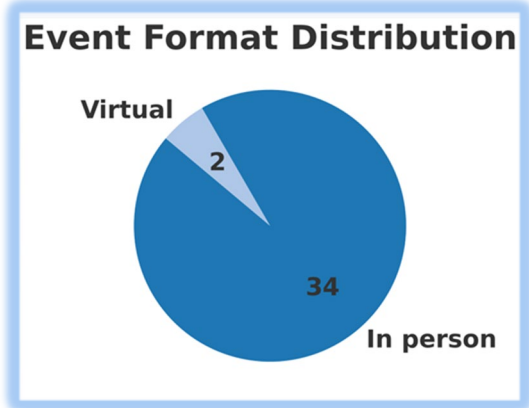
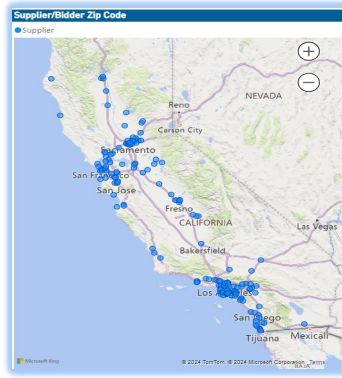
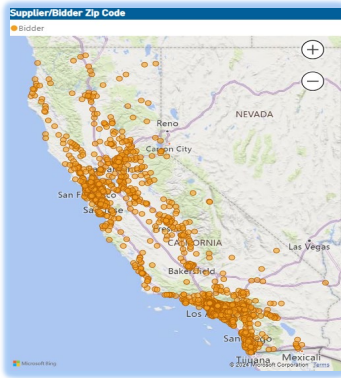
New Staff Introductions

- Sourajit Mustafi, Research Data Specialist I and Jaira Fungula, AGPA

State Procurement Diversity Dashboard

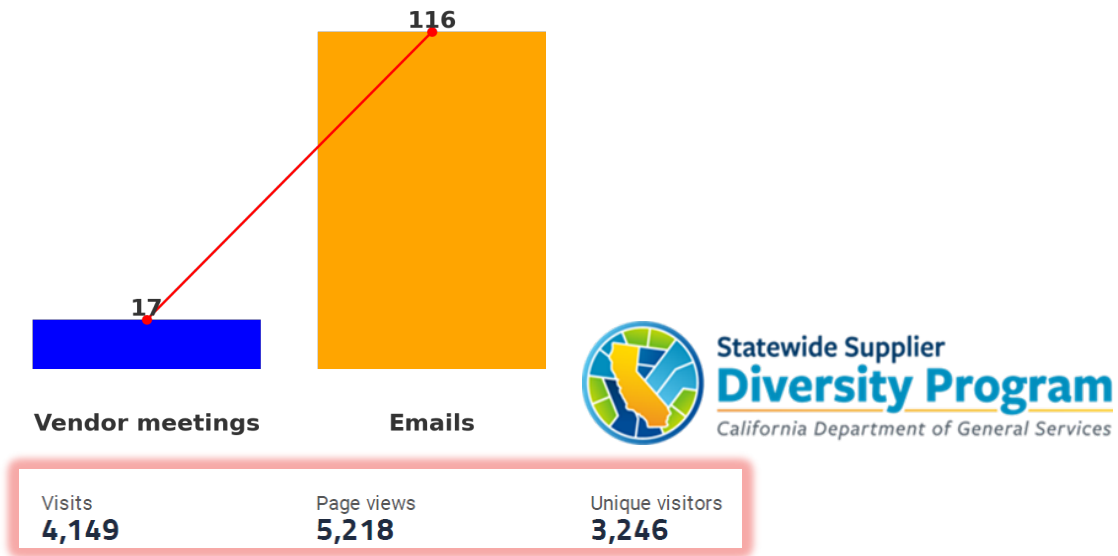
- Outreach and engagement are vital in helping businesses succeed. With FI\$CAL assistance the Statewide Supplier Diversity Program has developed a State Procurement Diversity dashboard which provides demographic information and aids in the visibility of economic impacts on business diversity in the State’s procurements and contracts.





### Customer Outreach

- Significant progress - reached over 13,000 Customers
- Webpage enhancements provides additional customer resources
- Additional personalized vendor consultations
- Increased vendor network contacts
- State agencies are encouraged to reach out to various businesses to increase and create diversity in the pool of vendors/suppliers for state procurements and contracts.
- For additional information visit webpage: [Statewide Supplier Diversity Program](#)



Partnerships with Diverse Business Organizations

- Central Valley Immigrant Integration Collaborative
- LA National Latina Businesswomen Association
- Regional California Black Chamber of Commerce
- San Francisco African American Chamber of Commerce
- These newly established partnership organizations will enhance small business success.

Leverage Economic Impact Through Collaboration

- Facilitated a Minority-Owned Small Business (MOSB) Task Force
  - A forum for diverse small businesses and affiliate organizations to identify ways to improve the state’s procurement process for state-certified small and micro businesses.
- Participated in Statewide Coalition on Diversity Initiatives
- California Office of the Small Business Advocate Entrepreneurship & Economic Mobility Task Force
  - Focused on different areas of business

Inaugural California Supplier Diversity Symposium

- Date: March 14, 2024
- Location: DGS Ziggurat
- Breakout Sessions, Resource Expo, CaleProcure Optimization Clinic and more!
- Supplier Diversity Best Practices Forum at 3:00 pm to 4:00 pm

Disparity Study

- Contract award delayed
- Requested six months extension through Legislature. Currently required for Jan 2024.
- See homepage of PD website for additional information:
  - [Statewide Supplier Diversity Program \(ca.gov\)](https://www.ca.gov)

**4. Office of Small Business and Disabled Veterans Business Enterprise Services (OSDS)  
Imran Chaudhary, Statewide Advocacy Section Manager, OSDS, DGS, PD**

2023 OSDS Accomplishments

SB/DVBE Regulation Revision	AB 1574, SB 588, AB 230, AB 1365
Implementation of Legislation to Promote Diversity and Inclusion	AB 1574, AB 2019, AB 2974
Business Outreach Tracking System	Awarded \$281,000 from CDT
In-house SB/DVBE Certification Reviews	Total: 2,835
SB/DVBE Program Compliance	Compliance Reviews/ Program Abuse Completed: 38
	DVBE substitution requests processed: 14
Outreach Events	219 Total Events
	22,000 in Attendance

SB/DVBE Customer Service and Operations	8,044 emails from state departments
	8,755 emails from SB/DVBEs
	6,145 phone calls
SB/DVBE Emergency Registry	328 Registered Buyers
	658 Registered Businesses

State Agency Recognition Awards (SARA)

- Virtual Ceremony:
  - Date: April 9, 2024, at 10:00 am; attendees can register via Zoom.
- Six state agencies have been nominated to receive a SARA.

Departments SB/DVBE Participation Improvement Plans (PIP)

- 2022-2023: 99 PIP received
- 2021-2022: 39 PIP received
- Executive Letters have gone out to state agencies
- Agency Visits have been conducted
- Purchasing Authority Deficiency Letters have been issued to state agencies
- Two Webinars on SB and DVBE Contracting Best Practices are coming soon!

OSDS Reports Updates

- Preliminary data shows the state has exceeded its SB and DVBE participation goals.
  - (SB/Micro) 25.45% and (DVBE) 5.38%, respectively.
  - The state awarded \$162.32 billion in contracts
    - Record high: \$4.2 billion awarded to SBs
    - \$878 million awarded to DVBEs
  - Of 157 state departments, 57 met both SB/DVBE participation goals.
- Late Payment Penalty Paid (LPPPR) Report soon to be published
- FI\$Cal Project Updates:
  - Implementation of the design build functionality phase completed!
- Training Implementation:
  - Upcoming DVBE subcontracting training; including SB 588 withhold requirements available on March 5 and 14, 2024.

Advocacy and SB/DVBE Training

- OSDS surveys sent to PCO, PAC and Advocates in response to AB 2019 implementation progress:
  - We found that departments face vendor scarcity and resource limitations as a primary barrier in implementing AB 2019 requirements and are requesting OSDS support for outreach, advocacy, and training to improve SB/DVBE participation.
  - Another SB/DVBE Advocacy survey for state agencies will follow in March 2024
- SB/DVBE Training:
  - DGS PD goal to launch SB/DVBE training on navigating state bidding and contracting process.
    - Broadcast Bulletin to be released soon!

- Topics to be covered:
  - Understanding State SB and DVBE Commercially Useful Function
  - The ABCs of Environmentally Preferable Purchasing for SB/DVBEs
  - Solving the Marketing Mystery: The Five W's Session 1 and How to Market to the State Session 2
- For further details please visit DGS PD website: [State Small Business \(SB\) and Disabled Veteran Business Enterprise \(DVBE\) Contracting and Procurement Training](#)

**5. Acquisitions**

**Carol Bangs, Acquisitions Branch, DGS, PD**

**John Medeiros, Acquisitions & Transportation Management Section Manager, DGS, PD**

**FY 2022/2023 Acquisition Branch Accomplishments**

**Leveraged Procurement Agreements Workload Metrics:**

Statewide Contracts, Master Agreements, Cooperative Agreements	
Total number of Contracts/Agreements	472
Total number of newly awarded Contracts/Agreements	88
Total FY 22/23 Spend	\$ 2.5 Billion

**Software Licensing Program (SLP) Workload Metrics:**

Service Requested	Quantity Processed
Total number of SLP Agreements	769
Total number of newly awarded SLP Agreements	275
Total FY 22/23 Spend	\$564M

**Golden State Financial Marketplace (GS \$SMART) Workload Metrics:**

Service Requested	Quantity Processed
Total Financed Transactions	8
Total Amount Financed	\$32M
Average Finance Rate	2.86%

G\$SMART is a financial option available to state agencies to finance procurements.

**California Multiple Award Schedules (CMAS) Unit:**

CMAS Applications Awarded	Quantity Processed
<b>CMAS Agreements Awarded</b>	<b>776</b>

• New CMAS Agreements 410	
• CMAS Supplements 366	
• New IT CMAS Agreements Awarded	499 (64%)
• Supplements Awarded for IT	217 (59%)
<b>Total Active Agreements</b>	<b>2,491</b>
• IT Agreements	1,795
• Non-IT Agreements	696
• Awarded to SB Contractors	1,117

**One-times Acquisitions (OTA) Unit Total Procurement Request:**

Total Procurement Requests	Quantity Processed
	216
IT Procurement Request Awarded by 6/30/2023	124
Non-IT Services Procurement Request Awarded by 6/30/2023	6
Non-IT Commodities Procurement Request Awarded by 6/30/2023	57
Non-IT Commodities Procurement Request Awarded by 9/28/2023 (GC 13332.17)	29

**Statewide Emergency Resource Support Total Mission Tasks:**

Emergency Activations	Quantity Processed
Number of Deployments	5
Number of Days Activated	284
Mission Tasks Completed	303

**Contract Updates**

- Available on the DGS, PD webpage: [Statewide Contracts](#) and [Leveraged Procurement Agreements \(LPA\)](#).
- Advised state agencies to reference current LPA contracts and monitor expiration dates.

LPA	Solicitation Title/Description	Contact Email	SB Preference	DVBE Requirement/ Incentive	Advertisement link to CSCR
Statewide	Chips, Pretzels, and Snack Items	<a href="mailto:jennifer.jee@dgs.ca.gov">jennifer.jee@dgs.ca.gov</a>	Yes	Incentive Only	<a href="#">Event ID 0000030232</a>
Statewide	Setina Push Bumpers and Partitions	<a href="mailto:robb.parkison@dgs.ca.gov">robb.parkison@dgs.ca.gov</a>	Yes	Incentive Only	<a href="#">Event ID 0000028588</a>
Statewide	Water Tender	<a href="mailto:sarah.samaan@dgs.c.gov">sarah.samaan@dgs.c.gov</a>	Yes	Incentive Only	<a href="#">Event ID 0000029604</a>
Statewide	Individually Wrapped Lunchmeat & Cheese	<a href="mailto:jennifer.jee@dgs.ca.gov">jennifer.jee@dgs.ca.gov</a>	Yes	Incentive Only	<a href="#">Event ID 0000030255</a>



LPA	Solicitation Title/Description	Contact Email	SB Preference	DVBE Requirement/ Incentive	Advertisement link to CSCR
Statewide	Electric Vehicle Supply Equipment	<a href="mailto:melissa.cisneros@dgs.ca.gov">melissa.cisneros@dgs.ca.gov</a>	In Development	In Development	Upcoming
Statewide	Toner, New OEM	<a href="mailto:sallianne.salinas@dgs.ca.gov">sallianne.salinas@dgs.ca.gov</a>	In Development	In Development	Upcoming
Statewide	Paper, Carbonless Rolls, Newsprint	<a href="mailto:willie.orphe@dgs.ca.gov">willie.orphe@dgs.ca.gov</a>	In Development	In Development	Upcoming
Statewide	Self-Contained Breathing Apparatus Compressors	<a href="mailto:melissa.cisneros@dgs.ca.gov">melissa.cisneros@dgs.ca.gov</a>	In Development	In Development	Upcoming
Statewide	Soup Base	<a href="mailto:timothy.lemus@dgs.ca.gov">timothy.lemus@dgs.ca.gov</a>	In Development	In Development	Upcoming
Statewide	Frozen Turkey	<a href="mailto:sachiko.nemoto@dgs.ca.gov">sachiko.nemoto@dgs.ca.gov</a>	In Development	In Development	Upcoming
Statewide	Waffles, Pancakes	<a href="mailto:jennifer.jee@dgs.ca.gov">jennifer.jee@dgs.ca.gov</a>	In Development	In Development	Upcoming
Master Agreement	Temporary Healthcare Services	<a href="mailto:kayla.berrios@dgs.ca.gov">kayla.berrios@dgs.ca.gov</a>	In Development	In Development	Upcoming

#### OTA Request Submittal Deadlines

- Notifications sent to PCOs and PACs on January 26, 2024, regarding OTA request submittal deadlines:
  - IT Goods & Services: February 1, 2024
  - Non-IT Goods: April 1, 2024
  - Non-IT Goods after April 1, 2024
    - Government Code 13332.17: Award up to 90 days using prior fiscal year funding.
  - Requested high-level plan of planned submissions to OTA by February 26, 2024.

#### One-times Acquisitions (OTA) Unit New Escalation Process

Notification to all PCOs & PACs to introduce the New OTA 5-Step Escalation Process.	Email Sent February 16, 2024
<b>Step 1.</b> OTA Buyer sends email to Customer State Agency Point-of-Contact (POC) to Request Documents, Review, and Approvals.	5 Business Days (To Provide a Response)
<b>Step 2.</b> OTA Buyer sends follow-up email to POC, POC's Manager & CCs OTA Supervisor to Request Status of Original Email Request.	3 Business Days (To Provide a Response)
<b>Step 3.</b> OTA Supervisor sends another follow-up email to POC, POC's Manager, Purchasing Authority Contract (PAC), and CCs OTA Section Manager to Request Status of Original Request.	3 Business Days (Request in Jeopardy of Being Cancelled)

Notification to all PCOs & PACs to introduce the New OTA 5-Step Escalation Process.	Email Sent February 16, 2024
<b>Step 4.</b> OTA Section Manager Escalates to PD Acquisition Branch Chief with Recommendation to Cancel.	3 Business Days (To Provide Approval to Cancel)
<b>Step 5.</b> OTA Supervisor sends email to Customer State Agency POC, POC's Manager, PAC, and OTA Section Manager with Notice of Cancellation.	1 Business Day

- OTA's new escalation process emailed to PCOs and PACs on Friday, February 16, 2024.
- This escalation process will assist in serving our customers, while setting expectations for the timely submission of requested documentation, reviews, and approvals.
- Ensures timely processing of requests for IT Goods & Services and Non-IT Goods.
- Requested documentation may include, as applicable: SOW, SIMM71B, Administrative Requirements, Budget Letter Certification, reviews of draft solicitation and pre-procurement approvals.
- The OTA Escalation Process is now available on the Procurement Division website under One-Times Acquisitions Unit (4<sup>th</sup> Bullet, IT and Non-IT Commodities Checklist).

OTA Staff/Supervisor Updates

- OTA Supervisor, Haydee Giusti, retired in December 2023
- John Mederos is the acting OTA Supervisor
- OTA Procurement Analyst vacant positions are currently being filled.

OTA's Current Workload

- 97 Total Procurement Requests
  - 66 IT Goods & Services
  - 31 Non-IT Goods

**6. Engineering**

**Brenden Jiang, Environmental Preferable Purchasing (EPP) Unit Supervisor, Engineering Branch, DGS PD**

One of the services Engineering Branch offers is to write competitive bid specifications for state procurements and the PD Acquisitions Branch. The chart below displays the quantity processed for bid specifications requests by type or from requestor.

**2023 Accomplishments**

Bid Specifications Requested	Quantity Processed
One Times Acquisitions	55
Contracts Management Unit	18

Food Specifications	28
Masters 2	1
Non-Competitively Bid Reviews	42
<b>Grand Total Bid Specifications Requested</b>	<b>102</b>

### EPP Best Practices: Recycled Content Requirements

- Recycled Content
  - What is it? Answer: The pre- and post-consumer recovered material in a product.
- Pre-Consumer Recycled Content:
  - Pre-consumer recycled content refers to material diverted from the waste stream during and before manufacturing a product.
- Post-Consumer Recycled Content (PCRC):
  - Refers to material that is diverted from the waste stream after a product reaches end of life.
- State Agency Buy Recycled Campaign (SABRC):
  - Requires state agencies to buy recycled content products based on the established program requirements.
  - Training is available through CalRecycle.

### Approach to Specifying Recycled Content

- Research and confirm there are products that have post-consumer recycled content before making it a mandatory requirement/specification. This ensures bidders will be able to meet recycled content requirements.
- Establish a plan to verify recycled content before the solicitation is released.
  - CalRecycle Form 74 – Require bidders to submit this form
  - Product documentation states the PCRC information
    - Product specifications
    - Catalog
    - Product label
    - Internet website – manufacturer’s website
- Examples:

### Paper

[Staples Lilac Pastel paper](#) has post-consumer recycled content found easily on the supplier’s website specifications tab. This particular product contains 30% recycled content, see Figure 1.

Staples Pastel 30% Recycled Color Copy Paper, 20 lbs., 8.5" x 11", Lilac, 500/Ream (14782)

Details	Specifications	★★★★☆ Reviews	Q&A
		the Eco-ID mark. Learn more at EcoIDProgram.c	
Hole Punched		No	
Length in Inches		11	
Number of Reams		1-Ream	
Pack Qty		500	
Paper Color Type		Pastels	
Paper Type		Multipurpose	
Paper Weight (lbs.) ⓘ	Percentage of product by weight containing post-consumer recycled materials.	20	
Post Consumer Recycled Content ⓘ		30%	
Recycled ⓘ		Yes	
Selling Quantity (UOM) ⓘ		Ream	


Figure 1

**Description** ^

**PROGRESSIVE TRAINERS  
MADE IN PART WITH  
PARLEY OCEAN PLASTIC.**

Pack your bag, lace up and get going. City adventures beckon in these NMD\_R1 shoes. An update to an acclaimed '80s runner from the adidas archive, these modern sneakers have a soft, stretchy knit upper and energy-returning Boost cushioning for all-day comfort. Bold color and signature midsole plugs make a statement, so wherever you're headed, you're sure to show up in style.

This product is made with a yarn that features 50% recycled polyester and 50% Parley Ocean Plastic — plastic waste which we intercepted from remote islands, beaches, coastal communities and shorelines in order to prevent it from polluting our oceans. In total, this product has 20% recycled content.



**Details** ^

- Lace closure
- Stretch knit upper
- Supportive, sock-like fit
- Boost midsole
- Rubber outsole
- Made with at least 20% recycled materials
- Upper made in part with Parley Ocean Plastic yarn
- Imported
- Product color: Cloud White / Core Black / Grey Three
- Product code: GZ9261

Figure 2

- Shoes
  - Adidas shoes has product details that states 20% recycled materials, however, there is a narrative that states the product is made with plastic waste the company acquired from remote islands and beaches, see Figure 2. This would be an instance where required additional information is needed to distinguish between pre- and post-consumer recycled content.

- Laptops

- Acer company’s YouTube video teaser for laptop products: [https://www.youtube.com/watch?v=FdKp\\_06Wp8w](https://www.youtube.com/watch?v=FdKp_06Wp8w), shows 40% post-consumer recycled material for the chassis. Even at the end of the video, there’s language to confirm the 40% PCRC number.



- “Our Aspire Vero 15 (AV15-53) uses 40% PCR materials in its chassis which contributes to a 30% reduction in CO2 emissions...”

- EPP Best Practices: Recycled Content Requirements

- Ensure your requirements are:
  - Relevant
  - Measurable
  - Verifiable

## 7. Policy

**Sarah Cering, Training and Customer Services Branch Chief, DGS PD**

### **2023 Purchasing Authority Accomplishments**

Service Requested	Quantity Processed
Purchasing Authority Increase Requests	23
Contract Classifications Requests	18
Non-Compliance Allegations	64
Departments Accredited	20
General Provisions Changes Request	4
PCO and PAC Changes	55
Responses to Department Inquiries	628

**2023 Policy, Training & Customer Service Branch Accomplishments**

Category	Quantity Processed
Completed CalPCA Courses	12,792
Unique Customer Service eMail Conversations	7,009
NCB Justifications	328
Public Records Act Requests	247
Broadcast Bulletins	100
TACPA Requests	44
Protests	21
LPA Opportunities	18

**2023 Projects**

- IT General Provision Update Project *(on-going)*
  - Revisions to IT General Provisions vendor forum to be scheduled in March.
- eMarketplace Project *(on-going)*
- Executive Order N-12-23 Generative Artificial Intelligence (GenAI) *(on-going)*
  - Currently on hold pending information from Administration.
- TACPA Vendor Training per Executive Order #N-12-23 *(completed)*
- IT Project Procurement Authority Determination Process with CDT *(completed)*
- Policy Collaboration Projects with CDT *(on-going)*
- Transition to Office for Hybrid Work *(completed)*
- Re-Org Dispute Resolution Unit (DRU)
  - Split into two units *(completed)*
- Delegation Visits – Indonesia and Thailand *(completed)*
- Process Improvements Initiated *(Policy, Leg, BBs, NCBs, CalPCA, & TACPA) (on-going)*
- Contract Classification Training for DGS Office of Legal Services *(completed)*

**Leg Projects Underway in 2023**

- AB 661 - Recycling materials, new 10% preference & training.
  - BCP approved; hired retired annuitant to manage project.
- AB 2019 - Small business enterprises
  - BCP approved; hired retired annuitant to manage project.
- AB 2974 - Small Business Procurement and Contract Act: Federal Infrastructure Investment and Jobs Act funding.
  - SCM Sections 2200 and 1200 are updated, BB published
  - MM is under development.
- AB 778 - Institutional purchasers: purchase of California-grown agricultural food products.

### Staff Updates

- New Supervisor in Support Services Unit (SSU): Tonya Rogers
- Robert Ullrey is no longer the CalPCA section manager.
  - Position is vacant until filled.

### NCB Requests

- Receiving NCB transactions via NCB portal that do not belong to DGS such as Telecom transactions which belongs to CDT.
  - Encourage state agencies to review Technology Letters for telecommunications or contracts with Cloud Computing services.
  - [TL #23-02](#) Business Telecommunication System and Services Policy (Pre-Procurement)
    - SAM 4601 - New policy that requires non-exempt state entities to obtain approval before procuring any service that bundles, includes, or contains a telecommunications component. Email questions to [ITpolicy@state.ca.gov](mailto:ITpolicy@state.ca.gov).
  - Implement internet training TL 23-03 ([TL #23-03](#) Update to Cloud Computing Policy - Cloud Smart) impacts
    - Updated Cloud definition. (also impacts procurement and) Pre-procurement requirement for Cloud (contracts that require CDT approval).
  - If a state agency is planning to utilize cloud services and determines that the use of a CDT provided cloud service solution is not feasible, they shall submit an exemption request to CDT for approval.
    - The Cloud Computing Policy exemption process is defined in SIMM 18B. Email questions to [Californiacloudservices@state.ca.gov](mailto:Californiacloudservices@state.ca.gov).
  - Technology Letters are located on CDT webpage: [Technology Letters - CDT \(ca.gov\)](#).
  - Procurement analysts not familiar with contract projects are recommended to review Broadcast Bulletin #P-10-18.

### 2024 Legislation

- Bill Analysis –30 bills impact procurement.

### CalPCA Updates

- CalPCA LMS system is going through a license audit
  - State agencies advised to download and save their certificates of completion.

### 2024 Process Improvements

- NCB process improvements include performance measures
  - Time to process transactions and eliminate sending questions
  - Identify FAQ and post on the PD website
  - Clarify current NCB policies and NCB Portal process in SCM
  - Update SCM policies
- Procurement process improvement with CDT.

- Moving some state agencies from Purchasing Authority Level Tier 2 to Tier 3.
- CalPCA re-engineering (BASIC Certificate Course) and redistributing class material.