



Meeting Minutes

Wednesday, January 29, 2014
10:00 a.m. – 11:40 p.m.

1. Welcome and Introductions

The meeting was called to order by Ricardo Martinez.

The PART members present were:

- State department representatives:
Michael Banuelos, David Brady, Sandra Bradley, Deborah Chu, Melissa Eidson, Vicki Goins, Kim Heartley-Humphrey, Grace Johnson, Louise Lozoya, Marlon Paulo, Nathalie Esteron, Megan Rettke, Yvonne Olson, Michael Quiaoit, Michael Abila

DGS/PD:

- Cheryl Angeles, Kris Bianchini, Carolyn Deitsch, Chuck DeYoe, Daniel Garza, Jennifer Nguyen, Renata Rasberry, Amy Rodriguez, William Rodriguez

2. DGS MM 14-01: Bargaining Unit Notification of Proposed Personal Service Contracts

Ricardo Martinez – Revisited AB 906 – During the discussion, PART members brought up that Unions are getting “several bites at the apple” in that they receive notification of the IFB/RFP prior to solicitation, they now have to be notified during intent to award *and* they receive a copy of the STD 215 after execution.

Action Items:

- NONE

3. Alternative Protest Process (APP)

Cheryl Angeles – presented the APP information. The APP was implemented to reduce the resolution timeframe of IT protests and decrease the number of frivolous protests occurring with IT procurements. There are 10 departments, all of whom have over \$500,000 delegated purchasing authority for competitive IT procurements, that will participate in a pilot program for APP. We anticipate rolling out the APP will occur within the next 3 months.

Action Items:

- Contact Cheryl Angeles if you are interested in participating in the APP Workgroup (916) 375-4652 or Cheryl.Angeles@dgs.ca.gov

4. Legislative Updates

Chuck DeYoe – presented updates on pending legislature and status of numerous bills.

Action Items:

- NONE

5. Revised Purchasing Authority Application (PAA)

Jennifer Nguyen – The PAA is expected to be ready for distribution by March 2014 and will become effective April 2014. There is a Policy and Procedure Manual Checklist that will accompany the PAA. The revised PAA will be used every year rather than every other year as had been done in the past.

Action Items:

- Review the draft PAA and provide feedback/comments via email to Jennifer (Jennifer.Nguyen@dgs.ca.gov) no later than February 14, 2014.

6. Policy Change Request – IT/ IAA:

Amy Rodriguez – presented the proposed change to raise the delegated IT/ IAA Purchasing Authority to \$1 million to better align with OLS and the State Contracting Volume 1. Amy clarified this change would not affect the data center IAAs, which would remain unlimited.

PART is excited about aligning OLS and PD where applicable.

Action Items:

- Review the PCR and proposed SCM changes and provide feedback/comments via email to Amy (amy.rodriquez@dgs.ca.gov) no later than February 14, 2014.
- PART members to provide suggestions to Amy for ways PD can look to align policy with OLS. Suggestions need to be received prior to February 28, 2014 so that a draft outline can be presented to PART for feedback at the next meeting on March 27, 2014.

7. Update on State Agency Buy Recycled Campaign (SABRC):

Dan Garza – provided an update on the Performance and Environmental Standards (PES) workgroup. They are still working on the development of standard language and requirements of SABRC reporting and are in the process of developing a survey. The PART group also discussed the difference between Post-Consumer Recycled, Refurbished and Remanufactured items. The conversation switched to achieving Leadership in Energy and Environmental Design (LEED) credit, as there is a correlation between the two. The DGS Real Estate Services Division (RES D) oversees LEED and will be looped in to participate in the PES workgroup.

Action Items:

- Dan to engage RESD to name a representative to sit on the PES workgroup.

8. ACTION ITEM(S):

- Contact Cheryl Angeles if you are interested in participating in the APP Workgroup (916) 375-4652 or Cheryl.Angeles@dgs.ca.gov
- Review the PCR and proposed SCM changes and provide feedback/comments via email to Amy (Amy.Rodriguez@dgs.ca.gov) no later than February 14, 2014.
- PART members to provide suggestions to Amy for ways PD can look to align policy with OLS. Suggestions need to be received prior to February 28, 2014 so that a draft outline can be presented to PART for feedback at the next meeting on March 27, 2014.
- Review the draft PAA and provide feedback/comments via email to Jennifer (Jennifer.Nguyen@dgs.ca.gov) no later than February 14, 2014.
- Dan to engage RESD to name a representative to sit on the PES workgroup.