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Dear Purchasing Contracting Officer,

The Department of General Services, Procurement Division, Engineering Branch has teamed up with the Purchasing Authority Round Table (PART) to launch the **Performance and Environmental Standards Work group**.

The purpose of this collaborative is to assist the Purchasing Contract Officer in meeting their delegated purchasing authority responsibilities and in achieving best value procurements through a sound technical and environmental foundation. In partnership, this workgroup of state engineers, environmental specialists and procurement professionals, will focus on the following top priorities to:

- Provide a transparent process for standards development and prioritize the development of those standards.
- Identify common commodities where consolidating performance specifications would be advantageous.
- Leverage the state's purchase of products reduce environmental and public health impacts. i.e. environmentally preferable purchases and State Agency Buy Recycled Campaign (SABRC) compliant commodities.
- Collaborate with other state and federal agencies, programs, and workgroups to exchange information that may impact consumer products.

Understanding your operational needs and future purchasing trends in relation to the marketplace and environmental requirements is essential. Your insight and expertise will provide the PES Workgroup with a valuable perspective. It gives me great pleasure to extend a personal invitation to you to participate in the PES Workgroup.

The first meeting is scheduled for:

Date: Tuesday, February 19, 2013

Time: 1:00 p.m. to 2:00 p.m.

Location: Department of General Services, 707 3rd St., West Sacramento

Room: Executive Board Room, 8th floor

Please RSVP by Friday, February 15, 2013 to Annette Picetti-Grosjean at

annette.picettigrosjean@dgs.ca.gov or phone 916-375-5980. We would greatly appreciate your recommendation for an alternate representative in the case that you are unable to attend. Though this engagement has limited space, any recommendation for additional participants that could benefit from or provide insight to this process, would thoughtfully be considered.

If you have any additional questions, please contact me.

I look forward to hearing from you and seeing you at our kick-off meeting.

Best Regards,

Charleen Fain-Keslar

Standards & Quality Control Manager

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Cc: Ricardo Martinez, Chief
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