



**Department of General Services
Procurement Division**

707 Third Street, Second Floor, West Sacramento, CA 95605
(916) 375-4400 (800) 559-5529

Broadcast Date: May 26, 2011

TO: Procurement and Contracting Officers (PCOs)

RE: Statewide Task Force on Procurement

As a result of the March 23, 2011 Joint Legislative Audit Committee (JLAC) Hearing, the Department of General Services Procurement Division (DGS/PD) will be hosting a statewide task force on procurement. The scope of the task force will include but not be limited to:

- Identifying new opportunities based on state purchasing patterns
- Potential new sourced goods contracts
- Potential new sourced services contracts
- Impact assessment on SB/DVBE
- Applying best practices to maximize savings

Departments are invited to nominate an individual who will represent their department on this task force. The individual should have an extensive background in one or more of the following areas: A) have experience managing a department purchasing unit; B) subject matter expertise in one or more major commodities or services the State regularly purchases; or C) experience over departmental budgets and/or creating and tracking cost savings initiatives. Nomination forms are attached to this Broadcast and are due no later than June 10, 2011. Departments will be notified in writing of your acceptance to the task force.

It is anticipated that the task force will meet on a quarterly basis and that a customer department will lead the task force. If you have any questions regarding this notification, please contact:

Fran Archuleta
Chief, Acquisitions Branch, DGS Procurement Division
(916) 375-4501
fran.archuleta@dgs.ca.gov

DGS/PD Task Force Nomination Form

Department:

Nominee Name:

Nominee Title:

Phone:

Email:

Current Responsibilities:

Reason nominee would like to participate:

Nominated by:

Phone:

Email: