



**Department of General Services
Procurement Division**

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

Broadcast Date: December 20, 2011

**TO: Report Coordinators
Small Business/DVBE Advocate
Procurement and Contracting Officers (PCOs)
Purchasing Authority Contacts (PACs)
Agency Secretaries
Department Directors**

RE: Welcome Rakesh Sharma the New Reports Coordinator

The Department of General Services (DGS), Procurement Division (PD), Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) is happy to introduce our new Reports Coordinator Rakesh Sharma.

With a positive attitude and collaborative focus, Rakesh brings an abundance of experience in assisting others as he did in his prior role as a Grants Program Representative for the California Governor's Office of Homeland Security. Rakesh has a Bachelors Degree in Sociology and a Masters Degree in Counseling; he is eager to begin providing you with the support needed.

Please now direct reporting questions to:

Rakesh Sharma
916-375-4937
Rakesh.Sharma@dgs.ca.gov

If you have any questions regarding this notification, please contact:

Tanya Little
916-375-4936
Tanya.Little@dgs.ca.gov