

# MANAGEMENT MEMO

NUMBER: <b>MM 09-03</b>
DATE ISSUED: <b>June 10, 2009</b>
EXPIRES: <b>RESCINDED 12/19/16</b> UNTIL RESCINDED
ISSUING AGENCY: <b>DEPARTMENT OF GENERAL SERVICES</b>

SUBJECT:  
**ADVERTISING REQUIREMENTS IN THE CALIFORNIA STATE  
CONTRACTS REGISTER FOR PROJECTS FUNDED BY THE  
AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009**

REFERENCES:  
Government Code 14825, 14838; Public Contract Code 10371;  
Management Memo 03-09

## Purpose

The purpose of this Management Memo is to notify State agencies, departments, boards and commissions that, in accordance with the Government Code, the Director of the Department of General Services (DGS) is instructing all departments advertising contracting opportunities funded with American Recovery and Reinvestment Act (ARRA) funds in the California State Contracts Register (CSCR) that they are to include anywhere in the bid comment field; "Recovery Act Funded." Additionally, all purchases and contracts reported in the State Contract and Procurement Registration System (SCPRS) as defined by [DGS Management Memo 03-09](#) shall include anywhere within the special instructions field "Recovery Act Funded."

## Who is Affected

All State agencies, departments, boards and commissions receiving ARRA funding, regardless of type or percentage of funding, for projects that require advertising in the CSCR, or reporting in SCPRS. Suppliers, vendors, contractors, and the public will be able to search for ARRA funded projects.

## Background

President Obama signed the American Recovery and Reinvestment Act of 2009 (ARRA) into law on February 17, 2009, advancing an ambitious plan to revitalize the nation's economy. This \$787 billion package seeks to stimulate economic growth through federal spending on programs such as education, energy, health care, housing, and transportation.

California will receive an estimated \$85 billion of ARRA funding and on March 5, 2009, Governor Schwarzenegger certified California's commitment to use ARRA funds to create jobs and promote economic growth. Additionally, the Governor promised transparency in the use of these funds.

To help identify all contracting opportunities that will receive ARRA funding, regardless of percentage or type of ARRA funding, i.e., fully or partially funded, with matching funds, grants, or loan guarantees, etc., effective immediately, the DGS is instructing all departments advertising contracting opportunities in the CSCR to include the term "Recovery Act Funded" to help members of the public

# RESCINDED BY MM16-08 12/19/2016

## STATE ADMINISTRATIVE MANUAL

search for these contracts.

Additionally, effective immediately, all purchases and contracts reported in the State Contract and Procurement Registration System (SCPRS) as required by DGS Management Memo 03-09 that receive ARRA funding, regardless of percentage or type of ARRA funding, shall include anywhere within the special instructions field "Recovery Act Funded."

Members of the public and potential contractors will be able to use the "key search" function within the DGS eProcurement (BidSync) system to find all opportunities. All ARRA funded contracts will be identified on the State's "Reporting Transparency in Government" website.

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### Advertising and Reporting Requirement

Effective immediately, all ARRA fund related contract advertising in the CSCR, regardless of percentage or type of ARRA funding, must contain the term "Recovery Act Funded" anywhere within the bid comment field of the contract. This will allow users to conduct a key word search for the term and find all ARRA funded projects available in the CSCR.

Additionally, all contracts entered into the State Contract and Procurement Registration System (SCPRS) as directed in Management Memo 03-09 that have ARRA funding, regardless of percentage or type of ARRA funding, shall include "Recovery Act Funded" anywhere within the special instructions field. "

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### Questions

For questions regarding entering advertising into the California State Contracts Registry (BidSync), please contact the DGS eProcurement Team at [eprocure@dgs.ca.gov](mailto:eprocure@dgs.ca.gov).

For policy questions regarding issues discussed in this management memo, please contact the DGS Procurement Division's Policies and Procedures Office at: [ppo@dgs.ca.gov](mailto:ppo@dgs.ca.gov).

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### Signature

Original signed by Will Bush, Director

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Will Bush, Director  
Department of General Services