



Meeting Minutes

Thursday, October 30, 2014
10:00 a.m. – 12:00 p.m.

1. Welcome and Introductions

The meeting was called to order by Ricardo Martinez.

2. Department of Technology – CalCloud

Subbarao Mupparaju and Marnell Voss – Subbarao shared information about the “Cloud First” policy and reiterated it’s not a “Cloud Only” policy. There is a significant amount of information on CalTech’s webpage under their services catalog:

<http://www.servicecatalog.dts.ca.gov/services/cloud/calcloud/overview.html>

3. Policy Updates

Bernie Quinn – SCM Volume 3, Chapter 13 – Bernie sent out Chapter 13 to PART members for review and comment on October 6, 2014. There were no comments received. It was agreed upon during the meeting that the SCM 3 Chapter 13 would be sent out again and PART members committed to reviewing the document and returning the comments by November 7, 2014.

Action Item: Review SCM 3, Chapter 13 and provide comments to Bernie by 11/7/14.

Amy Rodriguez

SCM 2 and 3 updates – The SCM 2 and 3 are being updated with the following changes:

- IT/IAA policy nearing publication – The policy raises the threshold for Information Technology Interagency Agreements to \$1million. Effective immediately upon publication.
- Reporting Requirements – Any agreements that are registered in SCPRS do not need to be sent hardcopy to DGS. Effective immediately upon publication.
- Data Center Interagency Agreements – Are no longer required to be reported nor is the need for a separate purchasing authority required. Effective immediately upon publication.

SCM FI\$Cal

- The first chapter of SCM-F has been published and can be found at: [http://www.dgs.ca.gov/pd/Resources/publications/SCMFI\\$Cal.aspx](http://www.dgs.ca.gov/pd/Resources/publications/SCMFI$Cal.aspx). All departments currently using FI\$Cal should be following the SCM-F
- More chapters are being developed and will likely fall out of sequence with the chapter order of SCM 2 and SCM 3.
- All departments, regardless of status (e.g. deferred or exempt, etc.) will be required to register all transactions in FI\$Cal SCPRS, regardless of dollar value and procurement method.

Action Item: Amy to confirm if every line item will need to be entered in FI\$Cal (or if upload is an option) and are grants included in registering “everything” in FI\$Cal SCPRS?

4. Purchasing Authority Updates

Sarah Cering – PAU is still working on several changes:

Revisions/Process Improvements:

- Chapter 1 of SCM V2 and V3 are being revised
- PAU wants to coordinate with the Office of Audit Services so that departments are not hit back to back by audits and then purchasing authority.
- Departments would not have to *apply* for purchasing authority anymore; rather, they would continue to have purchasing authority and be subject to an annual review instead. Additionally, the annual review would not fall within the busy end of year months of May, June or July.
- State departments that have been granted purchasing authority would have one purchasing authority number that would not change (currently, it changes every year and departments have one for IT and non-IT).
- The Purchasing Authority Increase Request (PAIR) will go away. Instead, the PAU is developing a Purchasing Authority Change Request (PACR) that will be all encompassing of any changes, including increase requests, changes in the PCO or PAC, etc.

PCO/PAC Statement of Commitment:

- The PCO statement of Commitment was presented and will be required to be signed by all PCOs once while in the capacity of PCO.
- There were concerns around item #4, specifically the language: “...*The PCO will be accountable and directly responsible for all procurement/contracting activities conducted under the department’s purchasing authority (both non-IT and IT), including any internal purchasing authority that is sub-delegated to institutions, centers, offices, associations, etc. within the department...*” The language will be revised to match the language identified in Public Contract Code (PCC) sections [10333\(a\)\(1\)](#).
- There was also a request for a partnership with DGS and incorporate language around training executives as a responsibility of the PCO. Also, the word “investigations” will be modified to read “compliance review”.

Action Item: Sarah is requesting candid feedback on item #2 with regard to the language around the PAC having to report directly to the PCO. Please review and provide any additional feedback to Sarah by 5pm on Friday November 14, 2014.

5. Revisiting Goals for 2014

Kristine VanKeuren – Solicitation Refresh Project – The Focus Groups took place. Per the discussion at PART, more information can be obtained by reviewing the attached PDF.

Kristopher Bianchini – Education Efforts – CalPCA and the Policy Unit have collaboratively developed a webcast for the Cloud Computing Special Provisions for Software as a Service (SaaS). The first webcast will be held on November 12th and 13th from 9am – 12pm. The sessions will cover the fundamentals of acquiring Cloud Services, Policy, and using carve out language to modify the statement of work.