



**Department of General Services
Procurement Division**

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

Broadcast Date: August 3, 2015

E-09-15

**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)
Small Business and DVBE Advocates**

RE: Invitation to September 23, 2015, State Agency Customer Forum

The Department of General Services, Procurement Division (DGS-PD) invites you to attend the upcoming DGS-PD State Agency Customer Forum on Wednesday, September 23, 2015, from 9:00 AM to 11:30 AM in the DGS Auditorium at 707 3rd Street West Sacramento, CA.

This invitation is for California State Employees only

The agenda for the Customer Forum will be available under Outreach Events at:

- [Outreach Events](#)

Registration will be open until September 22, 2015, or until we reach capacity.

Please Note:

- You can only submit one registration per email address.
- Only register if you plan on attending in person.

Seating is limited; please click the link below to register.

[Register Here:](#)

Webinar is no longer available for Customer Forums. DGS's contract to host the webinar for the State Agency Customer Forums has expired. The department conducted a cost analysis to track the level of on-line participation for the webinar, for local and out of town agencies. The level of participation DGS received did not justify the cost to continue to provide this service to state agencies. For those who are available please consider attending the Customer Forum in person. If you are unable to

Americans with Disabilities Act (ADA): It is the policy of the State to make every effort to ensure that its programs, activities and services are available to all persons, including persons with disabilities. Persons with disabilities requiring reasonable modification to participate in the meeting/training should **provide their request to Judith Burnett at Judith.burnett@dgs.ca.gov or 916-375-4578.** You may also contact the Procurement Division main office at (916) 375-4400 or the **Procurement Division TTY** (West Sacramento) at (916) 376-1891, **California Relay Service** at 1-800-735-2922 or 1-888-877-5379; TTY at 1-900735-2929 or 1-888-877-5378, Speech to speech at 1-800-854-7784. It is recommended that DGS receives the request **at least six working days prior to the event.**

attend, the documents and information will be posted to the [Communication and Outreach Resource](#) page within 24-hours of the date of the Customer Forum.

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

Judith Burnett
(916) 375-4578
judith.burnett@dgs.ca.gov

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