



Joint Communiqué

Department of General Services Procurement Division

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**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)**

RE: Transition of Information Technology (IT) Procurement Authority

Reminder:

This Broadcast Bulletin is a joint communication by the Department of General Services and the California Department of Technology to remind departments of the transition of IT procurement authority for acquisitions that are part of a reportable IT project from the Department of General Services (DGS) to the California Department of Technology (CalTech), effective July 1, 2013. These changes are being made pursuant to statutory changes set forth in SB 71, Section 51; and as revised in Public Contract Code section 12100. The specifics of the transition are:

- Acquisitions that do not exceed the department's purchasing authority may be conducted by the department. If the acquisition is part of a reportable IT project, the Department of Technology, Statewide Technology Procurement Division will review/approve prior to the department conducting the procurement.
- Acquisitions that ARE NOT part of an IT project that is reportable to CalTech and exceed the department's purchasing authority must be conducted by the DGS/PD.
- Acquisitions (including NCB/SCR and LTB approvals) that exceed the department's purchasing authority¹ and ARE part of an IT project that is reportable to CalTech under SAM Section 4800 must be conducted under CalTech's procurement authority.
- There are no changes to the procurement authority and process for acquisitions that are not part of an IT project.
- Amendments to contracts should be processed based on the criteria noted above.

¹ "Purchasing Authority" as used in this document is referring to the purchasing authority delegated to state agencies/departments by the DGS. DGS purchasing authority dollar thresholds apply to individual transactions/contracts. State agencies/departments should refer to their current Purchasing Authority Approval Letter for applicable dollar thresholds.

- Protests (of requirements and of contract award) should be processed by the applicable department based on the criteria noted above. For example, if the acquisition was conducted under CalTech's procurement authority (for reportable IT projects), then the protest of contract award will also be within CalTech's procurement authority.

See the State Administrative Manual (SAM) [Section 4819.37](#) for IT project reporting criteria.

DGS/PD has revised the SCM, Vol 3 to incorporate changes necessitated by the transition of IT procurement authority. Additional changes will be forthcoming. The flowchart found [here](#) will aid in the decision making process.

DGS/PD continues to be responsible for oversight of both IT and Non-IT purchasing authority. DGS/PD grants Purchasing Authority via the [Purchasing Authority Approval Letter](#).

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

The Purchase Authority Unit
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