



**Department of General Services  
Procurement Division**

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

**Broadcast Date: March 8, 2011**

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

**RE: Revision to the State Contracting Manual, Volume 3, Introduction I.1.0**

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The DGS is retracting the note found in section I.1.0 of the State Contracting Manual, Volume 3 because it was brought to our attention that it was misleading. The DGS will consider developing a policy statement to replace this in the future.

The changes can be viewed at this [link](#).

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

Office of Policies, Procedures, and Legislation  
[PPO@dgs.ca.gov](mailto:PPO@dgs.ca.gov)

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**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 NAME at Example@dgs.ca.gov or 916-123-4567**. 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 five working days prior to the event**.