



**Department of General Services
Procurement Division**

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

Broadcast Date: March 19, 2012

Bulletin #: E-05-12

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

RE: Invitation to April 11, 2012 State Department Customer Forum

The Department of General Services, Procurement Division (DGS/PD) invites you to the upcoming Procurement Division State Department Customer Forum on Wednesday, April 11, 2012 from 9:00 AM to 11:30 AM in the DGS Auditorium. The Customer Forum will also be available via Microsoft Webinar. To participate via the Webinar, see instructions on the following page.

This invitation is for State Department Employees Only.

A tentative agenda for the Customer Forum is available under Outreach Events at:

<http://www.dgs.ca.gov/pd/Programs/OSDS/CommunicationsOutreach.aspx>

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

Registration will be open until April 10, 2012 **or** until we reach capacity:

Please Note:

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

<http://www.applications.dgs.ca.gov/pd/cssibid/RegisterIntro.asp?EventID=305>

Following the State Department Customer Forum there will be a Meet and Greet in the Ziggurat Building Atrium. Contractors for the Multi-function Devices will be on hand to meet with you.

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

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

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.**

State Agency Customer Forum

Join us for a Webinar on April 11

REGISTER NOW

Space is limited.

Reserve your Webinar seat now at:

<https://www2.gotomeeting.com/register/302064594>

This webinar is the State Agency Customer Forum

Title: *State Agency Customer Forum*

Date: Wednesday, April 11, 2012

Time: 8:45 AM - 11:45 AM PDT

After registering you will receive a confirmation email containing information about joining the Webinar.

System Requirements

PC-based attendees

Required: Windows® 7, Vista, XP or 2003 Server

Macintosh®-based attendees

Required: Mac OS® X 10.5 or newer

This portion is not available via the Webinar.

Meet and Greet
Multi-Function Device Contractors
(IT-printers, plotters, copiers)

Atrium
11:30 AM – 1:00 PM

- Western Blue
- Smile Business Products
- Technology Integration Group
- Granite Data Solutions

- Others to be announced for e-Servers