



**Department of General Services
Procurement Division**

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

Broadcast Date: July 21, 2010

**TO: Agency Secretaries
Board and Commission Heads
Department Directors
Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)
State Contracting Advisory Network (SCAN) Members
Small Business/DVBE Advocates
DGS Small Business Council Members
DVBE Advisory Council Members**

RE: CALL FOR NOMINATIONS-REGISTER TODAY

DON'T LET YOUR GOOD WORK GO UNREWARDED.

This year is going to be really exciting! We have moved the State Agency Recognition Awards (SARA) ceremony back to the Department of General Services (DGS) Ziggurat Building in West Sacramento, CA. We are looking forward to your department's participation.

The SARA ceremony is scheduled from 09:00 am to 12:00 pm and we are hoping for a "special guest" to accept our invitation to participate.

Continue to look for frequent broadcast reminders with updates and details.

Please visit our SARA 2010 website for complete instructions: <http://www.pd.dgs.ca.gov/smbus/SARA2010.htm>

START EARLY, SUBMIT YOUR NOMINATIONS AND REGISTER TODAY!

If you have any further questions or need assistance please contact:

Wayne Gross at wayne.gross@dgs.ca.gov or call (916) 375-4339 or

Michael Aguilio at michael.aguilio@dgs.ca.gov or call (916) 375-4328

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 Wayne Gross, wayne.gross@dgs.ca.gov (916) 375-4339 or Michael Aguilio, michael.aguilio@dgs.ca.gov, (916) 375-4328. 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.