



**Department of General Services
Procurement Division**

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

Broadcast Date: August 30, 2011

TO: Purchasing Authority Contacts (PACs)

RE: Supplement 2 – Mandatory Statewide Contract 1-10-75-55 for Office Supplies

This broadcast announces the release of Supplement 2 to Statewide Contract 1-10-75-55 for Office Supplies.

Supplement 2 contains revisions and updates to the Contract User Instructions in the following areas:

- SB/DVBE Offramp Provision
- Contract Item revisions
- Post Consumer Recycled Content (PCRC) Certification Workbook revision

Departments are instructed to review Supplement 2 for specific changes. In addition, departments should discard previous versions of the Contract User Instructions and replace with the updated Contract User Instructions (rev 8/24/2011) incorporating all changes from Supplement 2.

Supplement 2 and the updated Contract User Instructions (rev 8/24/2011) are available on the Department of General Services, Procurement Division website at:

<http://www.dgs.ca.gov/pd/Programs/Leveraged/contracts/OfficeSuppliesContract.aspx>

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

Julie Matthews
(916) 375-5918
Julie.Matthews@dgs.ca.gov