



**Department of General Services
Procurement Division**

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

Broadcast Date: September 17, 2013

Bulletin #: K-41-13

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

**RE: IT Consulting Services Master Service Agreement (MSA) Rebid –
Significant Changes**

The Department of General Services, Procurement Division (DGS/PD) intends to release Request for Proposal (RFP) 5137002 as a rebid for the IT Consulting Services Master Services Agreement (MSA) in early October 2013. The State anticipates award in January 2014. The RFP 5137002 will include:

Process Efficiencies

- Electronic proposal submission.
- Instructional, interactive webinars, providing a walkthrough of format and requirement highlights and changes (including examples), how to submit electronically and the Key Action Dates.
- Conducted under Public Contract Code 6611, the State reserves options to negotiate in the Administrative, Technical or Cost phases.
- Effective communication techniques to provide feedback and address inquiries with bidders.

Solicitation Changes

- Streamlined RFP.
- Streamlined Administrative and Technical proposal.
- User-friendly, electronic proposal package.
- Cost proposal required after Administrative and Technical scores are posted.
- Shortened period to add new contractors after MSA award.

Tentative Key Action Dates:

- October 2013 o RFP Release
 - o Webinar
 - o Bidder Administrative & Technical Proposal due
 - o State begins Administrative & Technical evaluation

- November 2013
 - o Continued Administrative & Technical evaluation
 - o Webinar

- December 2013
 - o State posts Administrative & Technical scores
 - o Costs Proposal due
 - o State evaluates cost proposals

- January 2014
 - o State issues termination of current MSA contracts 5-10-70-01 through 5-10-70-120.
 - o State posts notice of awards with effective dates.

Customers are encouraged to set up BidSync notifications to monitor RFP 5137002's progress after it is posted. Information is also available at:
<http://www.dgs.ca.gov/pd/Programs/Leveraged/masteragreements/InformationTechnologyConsultingServices.aspx>

Please direct any questions to: Diane Leung
916-375-4635
diane.leung@dgs.ca.gov