



**Department of General Services
Procurement Division**

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

RE: Transition of Information Technology (IT) Procurement Authority

This Broadcast Bulletin announces the transition of IT procurement authority for acquisitions that are part of a reportable IT project from the Department of General Services (DGS) to the California Department of Technology (CalTech), effective July 1, 2013. These changes are being made pursuant to statutory changes set forth in SB 71, Section 51; and as revised in Public Contract Code section 12100. The specifics of the transition are:

- Acquisitions (including NCB/SCR and LTB approvals) that exceed the department's purchasing authority¹ and ARE part of an IT project that is reportable to CalTech under SAM Section 4800 must be conducted under CalTech's procurement authority.
- Acquisitions that do not exceed the department's purchasing authority and ARE NOT part of an IT project that is reportable to CalTech may be executed by the department under the department's purchasing authority. These acquisitions are not conducted under CalTech's procurement authority.
- Acquisitions that do not exceed the department's purchasing authority and ARE part of an IT project that is reportable to CalTech may be executed by the department under the department's purchasing authority. These acquisitions are not conducted under CalTech's procurement authority.
- Acquisitions that ARE NOT part of an IT project that is reportable to CalTech and exceed the department's purchasing authority must be conducted by the DGS/PD.
- There are no changes to the procurement authority and process for acquisitions that are not part of an IT project.

¹ "Purchasing Authority" as used in this document is referring to the purchasing authority delegated to state agencies/departments by the DGS. DGS purchasing authority dollar thresholds apply to individual transactions/contracts. State agencies/departments should refer to their current Purchasing Authority Approval Letter for applicable dollar thresholds.

- Amendments to contracts should be processed based on the criteria noted above.
- Contract disputes and protests (of requirements and of contract award) should be processed by the applicable department based on the criteria noted above. For example, if the acquisition was conducted under CalTech's procurement authority (for reportable IT projects), then the protest of contract award will also be within CalTech's procurement authority.

See the State Administrative Manual (SAM) [Section 4819.37](#) for IT project reporting criteria.

DGS/PD is currently developing changes to the appropriate SCM, Vol. 3 sections. A future broadcast will be released identifying these specific revisions. In the interim, we ask that all departments use the criteria noted herein to ensure correct submission of documents for approval and processing. The flowchart found [here](#) will aid in the decision making process.

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

The Purchase Authority Unit
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