



Joint Communiqué

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**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)
Chief Information Officers (CIOs)
Agency Information Officers (AIOs)**

RE: Certification of Compliance with Information Technology (IT) Policies

This Broadcast Bulletin (BB) announces that the California Department of Technology (CDT), in partnership with the Department of General Services (DGS), has revised State Administrative Manual (SAM) [Section 4819.41](#) Procurement Certification to “Certification of Compliance with IT Policies”.

The revised policy and form will support compliance with laws pertaining to:

1. Responsibilities of agency information officers (AIO) as specified in Government Code (GC) 11546.1(a)(2)(A)(B)(C).
2. Responsibilities of chief information officers (CIO) as specified in GC 11546.1(b)(2)(A)(B).
3. Identification of procurement authority for IT acquisitions as required by Public Contract Code (PCC) 12100 (b)(1).

The revisions are necessary to address the following needs:

1. Enhance AIO and CIO oversight and ensure compliance with IT policies for IT acquisitions. The previous policy required oversight and certification of compliance with IT policies by CIOs for IT acquisitions above \$100,000. The revised policy changes the dollar amount to \$5,000 and adds the requirement for AIO signature for acquisitions that exceeds the state entity’s Department of Technology Delegated Cost Threshold (as identified in [SIMM Section 15](#)) or \$1 million, whichever is lower. This provides enhanced oversight to better align with GC 11546.1.
2. Allow a streamlined and consistent statewide process to identify and self-certify IT procurement authority. Under the new policy, departments can self-certify that their IT procurement is either a) within their Department of General Services delegated procurement authority limit; or b) within their California Department of Technology delegated Project Approval Authority under [SAM 4819.34](#).

Significant changes as a result of the revised policy include:

- A new Certification of Compliance with IT Policies form/template [SIMM 71B](#).
- State agencies will use the new Certification of Compliance with IT Policies form/template [SIMM 71B](#) to self-certify the procurement authority for each IT acquisition.
- The [SIMM 71B](#) form must accompany requests submitted to either the DGS/PD or CDT for work to be conducted on behalf of state agencies, such as IT acquisitions, approval of Non-Competitively Bid Justifications, etc.
- The [SIMM 71B](#) form is required for all IT acquisitions that exceed \$5,000 (some exclusions apply, see the policy for details).
- The [SIMM 71B](#) form must be signed by the Agency Information Officer (AIO) for Agency-affiliated state entities (state entities governed by Agencies) with an IT acquisition that exceeds the state entities Department of Technology Delegated Cost Threshold (as identified in SIMM Section 15) or \$1 million, whichever is lower.

DGS/PD will revise the State Contracting Manual (SCM) Volumes 3 and F to incorporate this policy revision.

For questions regarding this notification, please contact:

The DGS/PD Office of Policies, Procedures and Legislation
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