



**Department of General Services  
Procurement Division**

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

**Broadcast Date: August 3, 2006**

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**TO: Purchasing Authority Contacts (PACs)**

**RE: Protest of Award of Statewide Contract for Service Awards**

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The award of the non-mandatory Statewide Contract for 25-Year and Retirement Service Awards has been protested, which has resulted in a delay in the award of the contract. In the interim, departments may utilize other procurement methodologies (such as competition, the SB/DVBE Option, and fair and reasonable pricing) to fulfill service award needs. The Department of General Services (DGS) encourages departments to consider certified small businesses and certified DVBE's whenever possible. The DGS will notify departments via e-mail broadcast of the award of this contract at the conclusion of the protest proceedings.

It has come to the attention of the DGS that suppliers are contacting departments and stating that this contract has been awarded. These suppliers have provided departments with brochures and/or webpage addresses that appear to support these statements. As stated above, this contract has not been awarded. If you are contacted by a supplier making these statements, please notify DGS as directed below.

For additional information regarding the Service Award Program, see Government Code section 19849.9 and the Department of Personnel Administration webpage (select "Benefits", then "25-Year and Retirement Awards" under the "Awards" header).

If you have any questions or concerns regarding the pending Service Award Contract or if you are contacted by a supplier as indicated above, please contact:

Jeff Jones  
DGS/Procurement Division  
(916) 375-4434  
[jeff.jones@dgs.ca.gov](mailto:jeff.jones@dgs.ca.gov)