



**Department of General Services
Procurement Division**

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**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)
FI\$Cal Users**

RE: Developing Custom Procurement Functionality within FI\$Cal

The purpose of this notice is to inform Departments on the process/policy regarding the development of custom procurement functionality to be used for and with the Financial Information System for California (FI\$Cal) project. The procurement functionality within FI\$Cal is owned by Department of General Services (DGS), Procurement Division (PD).

In support of the partnership between Department of Finance (DOF), State Controller's Office (SCO), State Treasurer's Office (STO), and the Department of General Services to transform the State of California business processes on the FI\$Cal project, FI\$Cal has agreed that approval from DGS Procurement Division will be required prior to starting any design, build, or test work on custom procurement functionality in FI\$Cal.

DOF Budget Letter 08-05 states:

“...a moratorium on developing or enhancing any departmental administrative-type information technology systems or services that duplicate functionality that is being developed for the Financial Information System for California project (FI\$Cal).”

“The purpose of the moratorium is to limit the number of duplicative system being developed by state agencies in preparation for the implementation of a single statewide administrative system.”

In keeping with the DOF budget letter 08-05 quoted above and with DGS-PD's position that Departmental business processes need to change in order to adopt the FI\$Cal transformation, PD will not consider requests to develop custom PO inbound interface functionality.

It is DGS-PD's expectation that every Department utilize functionality offered by FI\$Cal and not work off-line. If the FI\$Cal system is not working properly, Departments should be advised by the FI\$Cal project of a workaround. The workaround would have been agreed upon by the appropriate oversight partner agencies. In cases where there is no workaround and work stoppage is unavoidable, Departments should utilize alternative process on a temporary basis until FI\$Cal functionality is restored.

For any questions regarding this notification please contact:

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