



**Department of General Services
Procurement Division**

707 Third Street, Second Floor, West Sacramento, CA 95605
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Broadcast Date: January 16, 2019

Bulletin #: E-01-19

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

RE: Training – Acquisitions Related to Reasonable Accommodations for State Employees

The Department of General Services (DGS), Procurement Division (PD), recently published new procurement policy and procedures related to acquisitions for reasonable accommodations for state employees (see Broadcast Bulletin P-17-18). In order to provide guidance and information on these new procurement procedures and policy, the DGS/PD in conjunction with the California Department of Human Resources (CalHR), the California Department of Rehabilitation (DOR) and the California Prison Industry Authority (CalPIA) is offering the following training:

Training Date and Time: January 29, 2019, 1:30 p.m. – 3:30 p.m. PT.

Where will it be held: DGS (Auditorium), 707 Third Street, West Sacramento, CA 95605. The auditorium is wheelchair accessible. Parking in the adjacent structure is available on an hourly basis.

Who Should Attend: Procurement and Contracting Officers, Purchasing Authority Contacts, designated Reasonable Accommodation Procurement Coordinators, individuals in the procurement office responsible for processing acquisitions related to reasonable accommodations for state employees.

What will be covered:

1. Background and Overview of New Procurement Policies and Procedures
2. Defining Reasonable Accommodation
3. Reasonable Accommodation Procurement Coordinator Role
4. CalPIA Products and Procedures
5. Leveraged Procurement Agreements
6. California Assistive Technologies, Services, and Devices (Cal-ATSD) Supplier Directory
7. Reporting/recording acquisitions related to reasonable accommodations in FI\$Cal.

- [Space is limited, please RSVP by January 25, 2019 here](#)
- <https://www.dgsapps.dgs.ca.gov/pd/cssibid/RegisterIntro.asp?EventID=497>

For questions regarding this notification, please contact:

Purchasing Authority Management Section, Purchasing Authority Unit
PAMS@dgs.ca.gov

Americans with Disabilities Act (ADA): Persons with disabilities requiring reasonable accommodation to participate in this event, please contact:

Shane Nazar

Shane.nazar@dgs.ca.gov

(916) 375-4350

- [Additional ADA information regarding reasonable accommodation is available here](#)
- http://www.dgs.ca.gov/access_detail.html

A minimum of five business days is required when requesting a reasonable accommodation.