



Section 1 - General Information			
a. State Entity Name:		b. Submission Date:	
c. Contact First and Last Name:		d. Contact Title:	
e. Contact Email:		f. Contact Phone:	
g. Estimated Cost:		h. Proposed Acquisition Method:	
i. Does the acquisition include GenAI?	<input type="checkbox"/> Yes – Seeking CDT consultation and assessment for new GenAI <ul style="list-style-type: none"> <input type="checkbox"/> for SIMM 5305-F <input type="checkbox"/> other consultation <input type="checkbox"/> Yes – Seeking to amend an already completed CDT consultation and assessment for GenAI. Provide CDT consultation or assessment number: <input type="checkbox"/> Yes – We have completed the Generative Artificial Intelligence Risk Assessment (SIMM 5305-F) and scored our GenAI acquisition as a “Low” risk. Seeking optional CDT consultation? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No (If this procurement does not contain GenAI, mark Section 3.5. as N/A.)		
j. Description of Acquisition:			

Section 2 – Procurement Authority (select one option below)	
<input type="checkbox"/>	1. This acquisition is subject to the California Department of Technology’s procurement authority because it is related to a new or active non-delegated IT project (meets one or more of the criteria listed in SAM § 4819.37) and either exceeds the state entity’s assigned DGS/PD Delegated Purchasing Authority dollar threshold <u>OR</u> the acquisition is exempt from DGS oversight. Provide the California Department of Technology Project Number: Click here to enter text.
<input type="checkbox"/>	2. This acquisition is subject to the Department of General Services’ procurement authority because it is NOT related to a new or active non-delegated IT project (does NOT meet one or more of the criteria listed in SAM § 4819.37) and exceeds the state entity’s assigned DGS-PD Delegated Purchasing Authority dollar threshold.
<input type="checkbox"/>	3. This acquisition is subject to the state entity’s procurement authority because it is within the state entity’s assigned DGS-PD Delegated Purchasing Authority dollar threshold <u>OR</u> the acquisition is not related to a non-delegated IT project and exempt from DGS oversight.



Section 3 – Certifications

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>		1. The signatory confirms that the acquisition described herein complies with the criteria and procedures for IT prescribed in SAM § 4819.41 Certification of Compliance with IT Policies.
<input type="checkbox"/>	<input type="checkbox"/>		2. The signatory confirms that the acquisition described herein meets the requirements of Government Code 11135 applying § 508 of the Rehabilitation Act of 1973 as amended or qualifies for one or more exceptions.
<input type="checkbox"/>	<input type="checkbox"/>		3. The signatory confirms that the procurement authority for this acquisition is accurately noted in Section 2 of this form.
<input type="checkbox"/>	<input type="checkbox"/>		4. The signatory confirms that the acquisition described herein is excluded from the Department of Technology’s IT Project Submittal and Approval Authority because it is excluded under SAM § 4819.32.
<input type="checkbox"/>		<input type="checkbox"/>	5. The signatory confirms that the acquisition described herein contains GenAI and meets the requirements of the State of California GenAI Guidelines for Public Sector Procurement, Uses, and Training. Mark ‘N/A’ if this procurement does not contain GenAI.
<input type="checkbox"/>		<input type="checkbox"/>	6. The signatory confirms that the acquisition described herein meets the requirements of SAM § 4854 and that the state entity has received an exemption from CDT, if necessary, to proceed with procuring an IT training contract directly from the vendor. Mark ‘N/A’ if this procurement does not contain IT training according to SAM § 4854.

 Chief Information Officer (CIO) (Print Name)

 CIO Signature/Designee

 Date

¹Agency Information Officer (AIO) (Print Name)

 AIO Signature/Designee

 Date

DGS/PD or CDT Use Only

Agreement #	Inter-Agency Agreement #	LTB/NCB/SCR Justification #	Purchase Estimate #
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¹ AIO approval is only required for Agency-affiliated state entities with an IT acquisition cost that exceeds the state entity’s Department of Technology Project Cost Delegation or \$1 million, whichever is lower.