



Meeting Recap

August 14, 2025
1:30 p.m. to 2:30 p.m.

1. Welcome

Nick DeAngelis, Statewide Procurement Oversight and Consulting Unit Supervisor, Department of General Services (DGS), Procurement Division (PD)

Nick DeAngelis welcomed all participants. Since the meeting is held through Microsoft Teams remotely, participants were instructed to mute their microphones to minimize background noise and utilize the chat or the team hand feature for questions.

2. Procurement Division Updates

Angela Shell, Deputy Director, DGS, PD

[Executive Order \(EO\) N-30-25](#)

- A Government Operations Agency (GOA) collaboration effort with CA Human Resources (CalHR), DGS, CA Department of Technology (CDT), and the State Personnel Board (SPB) to improve operational effectiveness, boost efficiency, and enhance customer service experience, enabling innovation in the delivery of governmental services.
- Main goal is to identify effective, expedient, efficient internal procurement processes that can be applied statewide.

○ Purchasing Authority Dollar Thresholds (PA) Efficiency

- PA tier dollar threshold levels have not been updated since 2017, following the launch of the DGS Purchasing Authority Accreditation.
- Updating these purchasing authority dollar threshold levels will be tied to the current consumer price index calculations, legislative mandates, and current statutes.

○ CalCard Efficiency Improvements

- Streamline forms required per policy, such as Darfur, anti-discrimination, etc.
- Train state agencies in proper evaluation of forms and rejection of forms if not properly completed.
- Teach vendors form requirements as the vendor community lacks competence in providing the required documentation and completing forms accurately.

○ eMarketplace

- An online catalog experience like Amazon that will be incorporated into FI\$Cal for quotes and e-bidding.
- Estimated completion in 16 months.

- Purchasing Authority Round Table (PART) Survey
 - Appreciation given to state agencies that participated in the PART survey.
 - PD has received the PART survey results and is developing strategies to improve customer services and efficiencies as part of the EO-N-30-25.

3. Policy Projects

Sarah Cering, Branch Chief, Statewide Procurement Oversight and Consulting Support Branch, DGS, PD

- Software as a Service (SaaS) Policy
 - What: A streamlined procurement process for Software as a Service (SaaS) purchase (that does not include contracted personnel).
 - Why: Efficiency
 - Reduce contract processing time by not requiring the contractor to sign a STD 213 agreement
 - Eliminate delays caused by contract term negotiations
 - How:
 - New section in State Contracting Manual (SCM) Volume 2
 - Use of Purchase Order/STD 65
 - Contract term challenges
 - When:
 - [Broadcast Bulletin P-06-25](#) issued August 1, 2025
 - State Contracting Manual (SCM) Updates (August 15, 2025)
- Digital Publications Policy
 - What: Define and provide a streamlined process to expeditiously purchase proprietary digital publications directly from publishers (digital product files and SaaS purchases, such as online newspaper access).
 - Why: Efficiency
 - Save time in the procurement process for low-dollar, low-risk transactions.
 - How:
 - Define digital publications in the State Administrative Manual (SAM)
 - Explore IT policy exemptions (e.g., risk assessment, software license tracking)
 - Allow for acceptance of contractor’s contract terms, “clickwrap agreements”
 - New State Contracting Manual (SCM) Volume 2 section
 - When:
 - 4th Quarter 2025
- Interagency Agreements (IAA)
 - What: Increase the dollar threshold to \$2 million for information technology IAA and update the IAA guidance in State Contracting Manual (SCM) Volume 2.
 - Why: Efficiency

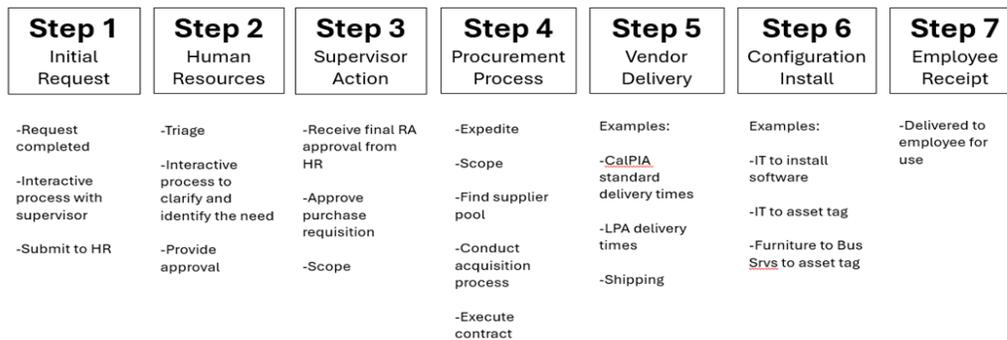
- Increase the dollar threshold, allowing departments to execute contracts on their own
- Address compliance concerns and delays caused by contract classification errors
- Executive Order (EO) N-30-25 item 1 (c): DGS shall identify options to further streamline procurement practices to ease administrative burdens on both state agencies and potential vendors, expedite necessary contracts, and lower costs, including assessing changes to streamline the approval process for IAA
- How:
 - Update the State Contracting Manual 2 (SCM 2) policy to:
 - * Provide the new minimum dollar threshold (\$2 M)
 - * Align with SCM 1 policy
 - * Add clarifying guidance
 - * Remove outdated information
- When:
 - Draft to PART policy subgroup on August 15, 2025, for review and comment
 - Final publication anticipated before September 2, 2025
- Acquisitions Related to Reasonable Accommodations (RA)
 - What: Assess the timely purchase of acquisitions related to reasonable accommodation requests by state employees.
 - Why:
 - New statewide allegations of non-compliance
 - Follow up on the RA procurement policy issued in 2018
 - How:
 - Reminder [Broadcast Bulletin P-05-25](#) issued July 21, 2025
 - Compliance follow-up with Procurement and Contracting Officers (PCOs)
 - Revisit RA procurement training
 - RA life cycle study – Identify delays and what acquisition methods are being used
 - When:
 - PCO compliance email will be sent on August 15, 2025, with items due September 15, 2025
 - Data: RA acquisitions data by dollar value:

Count of Unique PO ID's	2018	2019	2020	2021	2022	2023	2024	Grand Total
⊗ 01. \$0 - \$500	199	871	807	828	737	398	631	4471
⊗ 02. \$501 - \$1k	140	440	368	247	289	133	238	1855
⊗ 03. \$1,001 - \$5k	95	299	339	242	256	157	303	1691
⊗ 04. \$5001 - \$10k	13	40	54	42	57	46	57	309
⊗ 05. \$10,001 - \$15k	2	7	8	4	5	8	10	44
⊗ 06. \$15,001 - \$20k	2	3	1	1	3	3	9	22
⊗ 07. \$20,001 - \$30k	4	7	2	2	3	3	3	24
⊗ 08. \$30,001 - \$40k	3	6	3	4	1	3		20
⊗ 09. \$40,001 - \$50k	3	2	4				4	13
⊗ 10. \$50,001 - \$60k	3			2		1	2	8
⊗ 11. \$60,001 - \$70k	1				1		2	4
⊗ 12. \$70,001 - \$80k		1	3		1		2	7
⊗ 13. \$80,001 - \$90k			1		1	1		3
⊗ 15. \$100,001 - \$500k	3	1	1	2	1	2	1	11
⊗ 16. \$500,001 - \$1M				1				1
Grand Total	468	1677	1591	1375	1355	755	1262	8483

- Data: RA acquisition data by method:

Acquisition Methods	Unique PO Counts by Acquisition Method							Grand Total
	2018	2019	2020	2021	2022	2023	2024	
Fair & Reasonable	182	895	1067	1090	979	511	787	5511
CalPIA	99	283	143	52	78	82	104	841
Informal	72	199	106	75	144	82	96	774
All LPA Types	55	102	70	37	65	17	39	385
SB/DVBE Options	18	51	30	19	14	11	20	163
Other Special Statute	12	23	1	2	0	1	0	39
Exempt by Law	12	34	16	15	11	18	10	116
Exempt by Policy	8	35	16	7	12	14	16	108
Formal	6	3	7	4	6	7	4	37
Non-Competitive Bid	3	35	23	8	6	6	10	91
Emergency	1	17	112	66	40	6	176	418

- Process: RA life cycle:



- Questions, Comments & Suggestions:

- What types of IAA are challenging?
 - Ideas to improve the IAA process?
 - Ideas to improve the RA acquisition process?
 - What is working and what is not?
 - Digital publication challenges, concerns, and suggestions?
 - Please submit to PAMS@dgs.ca.gov

- General Provisions

- DGS is developing an SCM chapter on the new State Standard General Provisions (SSGP)
 - Content:
 - Explanation of the SSGP
 - Guidelines on when to use each SSGP
 - Guidelines on contract classification
 - Exceptions and procedures for requesting changes
 - Frequently asked questions
 - Practical examples
 - We envision multiple sections within this chapter, including:

- Each type of general provision
- Leveraged Procurement Agreements
- Interagency Agreements
- University Terms and Conditions
- Required contractor certifications
- User Instructions
- Bidder Declarations
- Proposed completion by the end of 2025
- To join DGS in this effort, please contact Carl Josephson by the close of business on August 29, 2025.
 - Email: Carl.Josephson@dgs.ca.gov
 - Phone: (279) 946-7936

4. Statewide Procurement Training

Renée Alexander, Manager, Office of Policy, Training and Business Intelligence Section, DGS, PD

- Training
 - Update and create new content, including Reasonable Accommodations training.
 - To better support remote training, DGS will consolidate training access and tracking into one learning management system called CalLearns.
 - DGS is currently working with CalHR to utilize CalLearns.
 - Developing learning objectives
 - A new graphic designer has been hired to redesign training content.
- Training Survey
 - A survey will be conducted by the first week of September and will be focused on aligning training with state agency needs.
 - Possibly provide in-person and learning labs as an option for students
 - For more information, contact Renée Alexander at renee.alexander@dgs.ca.gov or Annette Picetti-Grosjean at annette.picettigrosjean@dgs.ca.gov.

5. Procurement Authority

Cheryl Angeles, Section Manager, Statewide Procurement Oversight, Consulting, and Support Services Section, DGS, PD

- Purchasing Authority Dollar Thresholds
 - What: Evaluate purchasing authority acquisition method dollar thresholds to identify opportunities to increase dollar thresholds.
 - Why: Allow customers to make more purchases on their own. An evaluation is necessary because PD's acquisition method dollar thresholds are established based on many factors.
 - How: PD is assessing each acquisition method by reviewing:
 - Contract data to understand customer needs

- Economic factors such as the Consumer Price Index
 - Laws that establish dollar thresholds and methods
 - Compliance & training
- When: December 2025
- PART Survey
 - Released on June 6, 2025
 - 40 responses received
 - Participants expressed additional information or updates on SCM Policy, Purchasing Authority, and Training.
 - DGS PD to incorporate updates and solicit agenda topics a month before the PART meetings.

6. Acquisitions Updates

Carol Bangs, Acquisitions Branch, DGS, PD

Amanda Lewis, IT Specialist I, Contracts Management Unit 2, DGS, PD

- One Times Acquisition (OTA) Updates
 - New OTA Unit Supervisor: Lynne Edison
 - Fi\$Cal Ad Hoc Approver: Nicole Nash
 - Please route all FI\$Cal requisition requests to Nicole Nash and copy Lynne Edison.
 - Engineering Specification Review occurs before requisition submittal to OTA
- Leveraged Procurement Agreement (LPA) Awards
 - Community Outreach and Education Services
 - Unarmed Security Guards
 - Zero-Emission Vehicle (ZEV) Transit Buses
 - Tablets
- Renewable Diesel LPA Updates
 - The Renewable Diesel (RD) market has recently changed due to the loss of federal tax credits and feedstock availability.
 - Due to these industry constraints, there is not enough supply to fulfill orders for Caltrans Districts 1, 2, 6, 7, 8, 11, & 12.
 - There are three statewide RD contracts:
 - # 1-23-91-31A, Pinnacle Petroleum – Caltrans Districts 1, 2, 6, & 8
 - Currently unable to find RD supply.
 - # 1-23-91-31B, Hunt & Sons LLC – Caltrans Districts 3, 4, 5, 9, & 10
 - Full supply for the next year.
 - # 1-23-91-31C, AAA Oil – Caltrans Districts 7, 11, & 12
 - Currently unable to find RD supply.
 - Broadcast Bulletins [K-41-25](#) and [K-35-25](#) have been posted for the supplements showing that the contract line items are not available at this time for contracts # 1-23-91-31A & # 1-23-91-31C.

- Departments can request exemptions to purchase conventional diesel (Diesel #2) instead of RD until the current situation is resolved.
 - Keep the exemption in the procurement file for records.
- The BB directs departments within the affected Caltrans Districts to contact the Office of Fleet and Asset Management (OFAM) to request exemptions.
- Departments that have been granted an exemption may utilize our statewide Bulk Fuel contracts, listed below, to procure Diesel #2 until the issue is resolved.
 - # 1-23-91-02A, Hunt & Sons LLC – Caltrans Districts 1 & 2
 - # 1-23-91-02B, Pinnacle Petroleum – Caltrans Districts 3, 4, 6, 8, 9, 10, 11 & 12
 - # 1-23-91-02C, Falcon Fuels – Caltrans Districts 5 & 7
- Contract Inquiries:
 - Amanda Lewis, Contract Administrator
 - Phone: (279) 946-7876
 - Email: Amanda.Lewis@dgs.ca.gov
- Exemption Requests
 - Office of Fleet and Asset Management (OFAM)
 - Email: FleetPolicy@dgs.ca.gov

7. eMarketplace Project Update

Kim Agustin, Supervisor, Staff Services Manager, eProcurement and Business Intelligence Strategies Section, DGS, PD

- eMarketplace Update
 - New central digital interface with FI\$Cal, streamlined procurement experience based on existing LPAs.
 - E-Bidding production is coming soon.
 - FI\$Cal access is similar to CalPIA’s search engine.
 - Search by line items: Awarded supplier, commodity, etc.
 - Add to the cart, and pricing/packaging will be displayed automatically.

Benefits

Benefits for the State	Benefits for the Suppliers
 Optimizes catalog management and expands product access.	 Increase Supplier participation in the California procurement process
 Enhances accuracy and compliance with electronic reporting and standardized catalog data.	 Increase participation of Small Business and Disabled Veterans Enterprises (SB/DVBE) certified suppliers.
 Modern statewide electronic bidding, evaluation, and award process.	 Enhanced visibility into California state’s business needs, enabling suppliers to better track contracts, manage catalogs, and submit required reports, such as usage reports.
 Reduced operational costs of procurement and bidding process.	 Equal access for all suppliers to the same functionality at no cost.

Shopping Experience

The screenshot shows the eMarketplace interface with a search for 'Food'. A table lists 8 turkey products with columns for Order, Detailed Description, Price, Unit, Manufacturer/OEM/Publisher, Kosher?, Halal?, Brand, Packaging, and CA Green. Each row has an 'Add to Cart' button.

Order	Detailed Description	Price	Unit	Manufacturer/OEM/Publisher	Kosher?	Halal?	Brand	Packaging	CA Green
1	Turkey Rolled Roast (TRKY-1)	3.42 ⁰⁰⁰	Liter	Foster Farms				2/10-14#	✓
1	Turkey Roll Precooked (TRKY-2)	3.07 ⁰⁰⁰	Each	Butterball				2/10#	
1	Ground Raw Turkey (TRKY-3)	1.88 ⁰⁰⁰	Each	Butterball				2/10#	
1	Turkey Breast (TRKY-4)	2.86 ⁰⁰⁰	Each	Foster Farms				2/9-10#	✓
1	Turkey Bologna (TRKY-5)	1.89 ⁰⁰⁰	Each	Dakota Provisions				2/10#	
1	Turkey Ham (TRKY-6)	2.78 ⁰⁰⁰	Each	Dakota Provisions				2/10#	
1	Turkey Pastrami (TRKY-7)	3.13 ⁰⁰⁰	Each	Foster Farms				4/3-4#	✓
1	Turkey Breast Reduced Salt (TRKY-8)	4.12 ⁰⁰⁰	Each	Hormel				2/9#	

- Help Us Test eMarketPlace!

- If you are interested in participating in testing the eMarketplace, please email us at EPROCURE@dgs.ca.gov, include your:
 - Department Name
 - Name
 - Email Address

8. Office of Small Business and Disabled Veteran Business Services (OSDS) Updates Imran Chaudhary, Statewide Advocacy Section Manager, OSDS, DGS, PD

- Small Business Contracting

- BB. No. P-04-25 - SUBJECT: [Updated Requirements to the Small Business Procurement and Contract Act](#) which includes SCM updates made as a result of AB 1574 and AB 2019.

- Reports

- Infrastructure Investment and Jobs Act (IIJA) funds used in 2024-25
 - Report on contracts with SB participation, and if not meeting 25%, include in the improvement plan.
 - Only two reports were received for the 2023-24 fiscal year. Approved exemptions for IIJA contracts are sent to OSDS.
 - See Management Memo 24-02: [Small Business Participation, wholly or partly, funded by IIJA.](#)
- Reporting Deadlines:
 - Late Penalties Payment Paid Report Form (STD 800) is due by September 30.
 - CAR data is pulled on October 1. Non-FI\$Cal reporting departments should have data submitted via manual intake by October 1.
 - Improvement Plans due by October 1.
 - DVBE Subcontracting form (DGS PD 810D) due by November 1.
 - Email reports to OSDSReports@dgs.ca.gov
- Ethnicity, Race, Gender, Sexual Orientation (ERGSO) Report

- To be fully automated
 - Anticipated for mid-late September launch
- SB/DVBE Emergency Registry
 - Buyer Search Portal Reminder
 - All procurement officials are encouraged to register at:
https://dgs.service-now.com/dgs_ssp
 - Please send all comments and questions to:
SBDVBEEmergencyRegistry@dgs.ca.gov
- Outreach Events 2025
 - Upcoming Outreach Events of Interest for State Agencies (participation opportunity)
 - August 20 - 46th Annual Statewide Convention, California Hispanic Chambers of Commerce – Pomona
 - October 16 – 14th Annual Veteran and Small Business Trade Show, Southwest Veterans’ Business Resource Center – Moreno Valley
 - Outreach opportunities are for targeted outreach by state agencies to meet with diverse SB/DVBE businesses in order to meet AB 2019 and 1574 requirements.
 - For all outreach events and event descriptions, go to <https://www.dgs.ca.gov/PD/Events>
 - Follow OSDS on LinkedIn at: <https://www.linkedin.com/company/dgs-osds>