



Meeting Recap

Thursday, November 3, 2022
1:30 p.m. to 2:30 p.m.

1. Welcome

Cheryl Angeles, Section Manager, Purchasing Authority Management Section, Policy, Training & Customer Services (PT&CS) Branch, Procurement Division (PD), Department of General Services (DGS)

Cheryl Angeles opened the meeting to welcome all participants and provided instructions on participating in the Purchasing Authority Round Table (PART) Microsoft Teams meeting. She reminded participants to mute speakers to minimize background noise. Opportunities to answer questions will be provided at the end of each speaker's presentation and at the end of the PART meeting.

2. Procurement Division Updates

Angela Shell, Deputy Director, PD, DGS

Legislation

- AB 1574
 - Provides new SB/DVBE requirements and variance of SB/DVBE procurement processes
 - Promotes Cal eProcure, SCPRS tool usage to access SB/DVBE vendor information
 - Requires state agencies to vary procurement processes with SB/DVBEs
 - Diversify procurement through the SB/DVBE procurement program
 - Final approval stage
 - Guidance will be available upon final approval
 - Provides tools on applying various SB/DVBE inclusions not regularly utilized in procurements
 - To be available on [Cal eProcure](#) website
- AB 2019
 - Governor Newsom signed into statute the 25% SB and MB state agency procurement participation goal requirements.
 - Formerly a 2006 Executive Order
 - Effective January 1, 2023
 - OSDS will develop policy guidance and SCM updates.
 - Disparity study to be conducted in the next two years to identify deficiencies in procurement programs.
 - The legislation barring the Minority & Women-owned Business Enterprise (MWBE) programs is no longer returning for legislation. Only CalTrans has need for the Disadvantaged Business Enterprise (DBE) preferences at this time.

- PD to develop solutions and requirements on procurement efficiencies that directly influence diversity in SB/DVBE procurement processes.

Governor Newsom Executive Order

- Inclusion/Diversity
 - An Executive Order on equity and inclusion enacted through the TACPA program by Governor Newsome's administration.
 - Released on September 13, 2022 and published on Governor Newsom website: [Governor Newsom Strengthens State's Commitment to a California For All | California Governor](#)
 - Renewed focus on robust communication to external vendors unaware of the TACPA preference program
 - Commitment to workforce or worksite development through the TACPA program
 - DGS, PD will provide TACPA outreach guidance.
 - All state agencies are to provide an equity plan to GovOps Agency in order to ensure equity is infused in procurement programs and procurement hiring.
 - DGS, PD Procurement Inclusion/Diversity Action Plan
 - DGS, PD to provide guidance on the SB/DVBE program usage.
 - CalHR will be responsible for procurement hiring process.
 - Closely monitor to ensure state agencies are achieving SB/DVBE participation goals and exceeding use of SB/DVBE program wherever possible
 - SB/DVBE Outreach focus to increase vendor pool diversity.
 - 2023 Focus: DGS, PD will provide support on SB/DVBE procurement data tracking and analysis on the SB/DVBE program's statewide effectiveness.

DGS, PD Monthly Newsletter

- A newsletter called, "*The Guide*", will be published and posted on the DGS, PD website on a monthly basis for the vendor community. Topics will include:
 - Procurement news such as upcoming procurement opportunities
 - LPA releases
 - DGS new building efforts
 - Sustainability efforts
 - SB/DVBE outreach events

DGS, PD Website

- Restructure PD website to be more human centered for state agency customers.
 - Goal is to provide easily searchable, regularly visited topics quickly and efficiently. Content information remains unchanged.
 - PD website restructure will begin next year.

COVID Emergency Rescinded

- On October 17, Governor Newsom issued a Business News Release announcing the end of the COVID-19 State of Emergency Proclamation, effective February 28, 2023.
 - DGS Broadcast Bulletin, projected to be released prior to February 28, 2023, will announce DGS Emergency Purchasing Guidelines, procurement tools and associated relaxed purchasing procedures used to combat the global pandemic will be rescinded and all pre-COVID procurement contracting regulations will be reinstated.
 - DGS, PD and DGS, OLS will release further guidance, direction, and assistance on remaining emergency contracts in the near future.

3. Engineering Updates

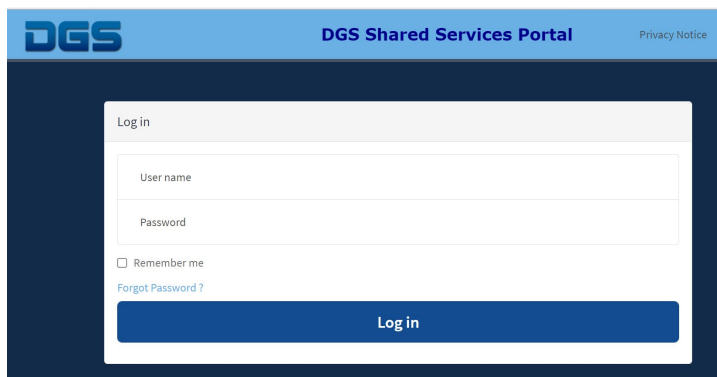
Charleen Fain-Keslar, Branch Chief, Engineering Branch, PD, DGS

Engineering Project/Service Requests

State agencies can request consultation services such as:

- Environmentally Preferable Purchasing (EPP)
 - Green contract sources
- Specification Development
- Product and Services Research

Shared Services Portal now available:



- Register through the Shared Services Portal, submit a service request and an engineer will be assigned to the request.
- Assistance and consultation services are provided to state agencies for bids or specifications.
- Services provided are not meant to circumvent NCB process, procurement process or OTA process, only to assist state agencies with supplementing their solicitations.
- OTA procurements may also be submitted to Engineering for specification review.
- Engineering service questions can also be submitted through the Shared Services Portal.

Website: [Request Procurement Engineering Services \(ca.gov\)](https://www.ca.gov)

Shared Services Portal: [Catalog Item - DGS Shared Services Portal \(service-now.com\)](https://www.service-now.com)

User Guide - Download Here: [Request Procurement Engineering Services \(ca.gov\)](#)

Point of Contact: Scott Fong, email address: scott.fong@dgs.ca.gov, phone number: (279) 946-8327

EPP Training

The passing of AB 661 bill significantly changed SABRC requirements and mandates buyers be EPP trained. The EPP training courses are available through CalPCA.

- EPP Basic – 800 buyers enrolled and completed
- EPP Intermediate (coming soon!)
- EPP for Executives – 30 executives enrolled and completed
- EPP Intermediate beta testing ends Nov 4, 2022. The on-demand, self-paced module covers more detail and additional topics than the EPP Basic and EPP for Executives modules.
- Thanks to the Performance and Environmental Standards (PES) workgroup members that provided feedback of the Intermediate training module: DOT, CalRecycle, and the DGS teams: CalPCA, OSDS, CMU, OTA, and the Office of Sustainability (OS).

Green Buyer Award

- Celebrates the state's commitment to Environmentally Preferable Purchasing
- Part of the State Agency Recognition Awards (SARA)
- Presented to agencies that spent over a million dollars in EPP related commodities and have met their SB/DVBE goals
- Honorable Mention to the agency with the highest EPP scores and EPP spend between \$100K - \$1M
- Gold Award: Department of Transportation
- Bronze Award: Department of Parks and Recreation
- Honorable Mention Award: Public Utilities Commission

Green Buyer Award Criteria

- EPP criteria is based on EPP efforts by calendar year
- State agencies must meet the SB/DVBE goals
- Points awarded based on: EPP training completion, DGS Performance and Environmental Standards (PES) workgroup participation, and percentage of EPP spend as reported in SCPRS

Performance Environmental Standards (PES)

- PES Workgroup members consists of DOT, CalRecycle, and the DGS teams: CalPCA, OSDS, CMU, OTA, and the Office of Sustainability (OS)
- Meets quarterly and as needed
- SABRC training/forms implementation in progress

New Engineering Hires

- Scott Fong and Brenden Jiang, Senior Engineers are both assigned EPP duties/responsibilities as well as coordinate and facilitate PES workgroup meetings.

4. Upcoming Leveraged Procurement Agreements (LPAs)
Stephanie Lim, Section Manager, Multiple Awards Program Section (MAPS),
Acquisitions Branch, PD, DGS

Posted LPA solicitations

- Plotters/Wide Format Printers
- Bulk Fuel (Unleaded, Diesel #2, E-85)

Development Stage

- Statewide Contracts
 - Food Service Supplies, Disposable
 - Forklifts and Pallet Trucks/Jacks
 - Rainwear, Jackets and Pants
 - ZEV/Hybrid Trucks, Medium and Heavy Duty
 - Renewable Diesel
 - Paratransit Vehicles
- Food Statewide Contracts
 - Canned Entrees and Beans
 - Margarine and Buttery Spread
 - Pizza, Individual Servings
- Master Service Agreements (MSA)
 - On-site Confidential Destruction Services
 - Office Moving Services
 - Certified Shorthand Reporters, Transcription and Other Associated Services
 - Uniform Laundry Services
 - Temporary Healthcare Services
 - Travel Payment Services
 - Travel Management Services

New Contracts

- Electronic Payment Acceptance Services (EPAY)
 - Allows state agencies to accept credit card payments
 - If MSA assistance is needed, please contact the Master Agreement Unit:
masters@dgs.ca.gov

5. Target Area Contract Preference Act (TACPA) Update
Michael Lower, Analyst, Dispute Resolution Unit, PT&CS Branch, PD, DGS

- Target Area Contract Preference Act (TACPA) – Mandatory Training and Liaison
- Broadcast Bulletin P-10-22 announced on September 28, 2022:
 - Updates to State Contracting Manual (SCM) Volume 2, Chapter 2, Section 210 - Incorporates new training requirements and related TACPA Liaison policy, in support of [Executive Order N-16-22](#)

- State agencies must designate a TACPA Liaison to assist with outreach and promotion of the TACPA program.
- TACPA Liaison must organizationally report under the chain of command of the department's designated Procurement and Contracting Officer (PCO) or Purchasing Authority Contact (PAC).
- TACPA Liaison and PAC(s) must complete mandatory TACPA training before December 30, 2022.

TACPA training is now available at CalPCA Online: <https://dgs.geniussis.com/>

For questions regarding the TACPA program, contact: TACPA@dgs.ca.gov

For questions regarding access to the TACPA training class, contact:

CalPCAOnline@dgs.ca.gov

Submit TACPA training Certification of Completions to PAMS@dgs.ca.gov

6. Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) Updates

Marta Carrera, Manager, Certification, OSDS, PD, DGS

SB/DVBE Regulation Revise

- SB/DVBE regulations are being revised to include past legislation on AB 1574, SB 588, AB 230, and AB 1365.
 - On October 17, the 45-day public comment period closed, and a public hearing was held. There were no comments.
 - To review the proposed changes to the regulations, please visit [Notice of Rulemaking Regulations for SB/DVBE](#) DGS, PD website.

New Legislation Impacting the SB/DVBE Program

- AB 2019
 - Mandates a minimum 25% SB and MB participation goals
 - Authorizes the state to make available the option for an applicant or certified SB/MB firm to voluntarily self-identify as at least 51% minority-owned, woman-owned, and/or LGBTQ-owned business
 - Increases outreach activities to SB, DVBE and diverse businesses
- AB 2974
 - Establishes a 25% SB participation goal on the state's new infrastructure improvements contracts over \$500,000 that are funded by Federal Infrastructure Investment and Jobs Act proceeds
- AB 1574
 - Requires awarding state agencies to regularly seek out and identify certified SBs and MBs that either have not previously conducted business with the state or are not regularly utilized in state contracts.

- DGS, PD developed a policy to support implementation which includes a list of available tools and best practices available for state agencies to incorporate when developing and adopting their own policy and procedures.

Creating Two New Units in OSDS

- SB/DVBE Training Unit
 - Develop and implement in-depth technical assistance and training on all aspects of state procurement to small business, diverse and disabled veteran owned businesses
 - Offers SBs, DVBEs and diverse suppliers' specific information on how to successfully bid, be awarded and perform on a contract
- SB/DVBE Statewide Advocacy Support Unit
 - Provides direct assistance, onboarding, mentorship, and ongoing training to SB/DVBE Advocates
 - Assists state agencies in meeting their SB/DVBE participation goals
 - Expands state agency's pool of SB/DVBE and diversify bidders
 - Enhance SB/DVBE Advocate support to the SB/DVBE community and increase state contracting diversity and inclusivity
- New Hiring Positions
 - Each unit will have one Staff Services Manager I position and three AGPA positions for a total of eight new positions.
 - Position advertisements have been released. For more information visit below links.

[JC-334990 Associate Governmental Program Analyst](#)

[JC #335058 – STAFF SERVICES MANAGER I](#)

[JC-335352 STAFF SERVICES MANAGER I](#)

[JC-335023 Associate Governmental Program Analyst](#)

Late Payment Penalty Paid Report

- The Late Payment Penalty Paid report was due October 31, 2022.
- If you have any questions or for additional information, please visit the [File Late Payment Penalty Report](#) on the DGS, PD website.

DVBE Subcontracting Report

- All state agency DVBE subcontracting reports were due on November 1, 2022.
- New Senate Bill 588 DVBE subcontracting and reporting requirements:
 - All committed and paid amounts to DVBEs
 - Final payment withholdings or permanent deductions of prime contractors who are delinquent in DVBE subcontractor payments
 - Reporting requirements and information are included on both the prime and state agency forms
 - STD 817 and DGS PD 810D forms are found on the [File DVBE Subcontracting Report](#) DGS, PD website