



**Department of General Services  
Procurement Division**

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**Broadcast Date: June 24, 2011**

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

**RE: Revision to the State Contracting Manual, Volumes 2 and 3**

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This Broadcast Bulletin announces that both Volumes 2 and 3 of the State Contracting Manual (SCM) have been revised as follows:

**SCM. Volume 2**

To view the specific tracked changes within the SCM, Volume 2, click on the date (6/11) listed with each info block.

- Chapter 4, Info block 4.B1.2: *Written solicitation* ([rev 6/11](#))
- Chapter 5, Info block 5.1.8: Reporting requirements ([deleted 6/11](#))
- Chapter 6, Info block 6.A2.11: *Service Contract IT Certification* ([added 6/11](#))
- Chapter 6, Section C Introduction: *Introduction* ([rev 6/11](#))
- Chapter 6, Info block 6.C1.3: *Using Statewide Contracts* ([rev 6/11](#))
- Chapter 6, Info block 6.C1.4: *SB/DVBE Off-ramp policy for mandatory SC* ([added 6/11](#))
- Chapter 6, Info block 6.C1.5: *SB/DVBE Off-ramp usage rules* ([added 6/11](#))
- Chapter 6, Info block 6.C1.6: *SB/DVBE Off-ramp reporting requirements* ([added 6/11](#))
- Chapter 12, Section A, Topic 5: *NCB contract quarterly reporting* ([deleted 6/11](#))
- Chapter 12, Info block 12.B6.0: *Calendar of reports* ([rev 6/11](#))

**SCM. Volume 3**

To view the specific tracked changes within the SCM, Volume 3, click on the date (6/11) listed with each info block.

- Chapter 5, Info block 5.1.7: *Reporting requirements* ([deleted 6/11](#))
- Chapter 5, Info block 5.2.0: *NCB contract process* ([rev 6/11](#))
- Chapter 6, Section D Introduction: *Introduction* ([rev 6/11](#))
- Chapter 6, Info block 6.D1.4: *Using SCs* ([rev 6/11](#))
- Chapter 6, Info block 6.D1.5: *SB/DVBE Off-Ramp Policy for Mandatory SC* ([added 6/11](#))

- Chapter 6, Info block 6.D1.6: *SB/DVBE Off-Ramp usage rules* ([added 6/11](#))
- Chapter 6, Info block 6.D1.7: *SB/DVBE reporting requirements* ([added 6/11](#))
- Chapter 12, Section A: *NCB contract quarterly reporting* ([deleted 6/11](#))
- Chapter 12, Info block 12.B6.0: *Calendar of reports* ([rev 6/11](#))

In addition to the above updates, an updated and unified PDF document containing each volume is now available on its respective web page.

SCM, Volume 2: <http://www.dgs.ca.gov/pd/Resources/publications/SCM2.aspx>. SCM, Volume 3: <http://www.dgs.ca.gov/pd/Resources/publications/SCM3.aspx>.

If you have any questions regarding this notification, please contact:

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