

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, California 95814



March 7, 2007

ALL-COUNTY INFORMATION NOTICE NO. I-09-07

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY CHILD WELFARE PROGRAM MANAGERS

SUBJECT: COUNTY STAFF CONTACT WITH VENDORS

**REASON FOR THIS TRANSMITTAL**

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by  
One or More Counties
- Initiated by CDSS

As you are aware, the Child Welfare Services/Case Management System (CWS/CMS) New System Project was approved by the State and Federal Governments in 2006. The New System will replace CWS/CMS and result in Statewide Automated Child Welfare Information Systems (SACWIS) compliance, improved support of county business practices, and increased efficiency and effectiveness of child welfare staff. The Project is currently in the planning phase, the primary objective of which is to complete a Request for Proposal (RFP) for a vendor to develop and implement the New System. Gartner Consulting is assisting the State with this effort. Business and technical requirements workshops are being conducted during February and March. County child welfare staff is engaged in these workshops and other activities to develop an RFP.

At the same time, there are several vendors approaching counties to understand current business practice. Please be aware that these vendors **are not** acting on behalf of the State. Only Gartner Consulting is authorized to gather requirements for the New System and discuss them with counties. The contents of the RFP are highly confidential, and the State must ensure fair and open competition amongst all vendors for the CWS/CMS New System Procurement. Therefore, while counties may discuss business practice or problems with vendors, the State requests that any county staff who are directly participating in development of the New System RFP (including workshops) **not participate in any meetings with vendors other than Gartner Consulting**. If you have any questions regarding the new system, please contact Melody Hayes, CWS/CMS New System project manager at (916) 263-1130. If you have any questions regarding this notice, please contact Tom Burke, Acting Chief of the CMS Support Branch at (916) 651-7884.

Sincerely,

**Original Document Signed By:**MARY L. AULT  
Deputy Director  
Children and Family Services Division