



**State of Georgia
Department of Administrative Services
State Purchasing Division**

Official Announcement # 26-05

DATE: January 13, 2026

TO: State of Georgia Procurement Professionals

FROM: Carrie Steele, Deputy Commissioner of State Purchasing, DOAS

RE: Fiscal Year Cut-Off Dates

The Department of Administrative Services (DOAS) State Purchasing Division (SPD) is announcing reminders for year-end activity deadlines for State Fiscal Year (SFY) 2026 and sourcing cutover dates to transition to GA@WORK effective July 1, 2026.

Please carefully review this entire announcement. **Note that state entities are not being instructed to stop procurement activities.** The intent of this announcement is to provide guidance on how to successfully meet your entity's needs for year-end planning and transitioning to GA@WORK.

A. Agency Sourcing Group Assistance for SFY26

As purchasing personnel throughout the state are actively working to meet their customers' expectations, competing priorities must be balanced with the realities of processing times and limited staffing across the state. State entities required to seek DOAS assistance for procurement activities above their Delegated Purchasing Authority (DPA) must engage the SPD Agency Sourcing Team as soon as possible.

While it is DOAS' goal to help all state entities, a focus will be placed on solicitation projects already requested and new solicitation projects with a high level of complexity with a requirement to be completed by June 30, 2026.

Please note that SPD is leveraging all resources to cover the current pipeline. Please contact SPD Agency Sourcing to discuss all new requests by the due date included below to allow for proper planning and assignment of SPD Agency Sourcing staff, or [submit a request using this link](#).

Other alternatives may be available when determining the fiscal year-end priorities. Please remember to:

1. Request full or conditional delegated authority for projects that do not classify as a complex IT engagement and are not a high risk for protest.
2. Consider extending services for up to six (6) months when contracts are at risk of expiring without a replacement contract/supplier. Please comply with [Georgia Procurement Manual \(GPM\) Section 7.6.3](#).

SPD must receive the following requests no later than **Friday, February 6, 2026:**

- **Request for Proposals (RFPs)** estimated to exceed the state entity's DPA and to be encumbered with SFY 2026 funds

SPD must receive the following requests no later than **Friday, March 6, 2026:**

- Proposed **Sole Sources** with an estimated value of \$500,000 or more to be encumbered in SFY 2026
- Proposed **Cooperative Purchasing/Consortia notices** above the state entity's DPA per GPM Section 1.3.4.4 Cooperative Purchasing to be encumbered in SFY 2026

For any questions or concerns about this deadline, please contact agency.sourcing@doas.ga.gov.

B. Contract Amendments, Extensions or Renewals

For any contract amendments, extensions or renewals requiring SPD prior approval that must be finalized by June 30, 2026, SPD recommends submitting these requests to spdpolicy@doas.ga.gov no later than **Friday, March 6, 2026**. SPD will continue to accept requests after this date; however, there may be delays in processing.

C. Cutover Deadlines for Team Georgia Marketplace™ (TeamWorks) Solicitations

State entities publishing new or managing existing electronic solicitations (RFI, RFQC, RFQ and RFP) through Team Georgia Marketplace™ (TeamWorks) must ensure all events are **under evaluation by Monday, May 4, 2026**.

The cutover dates listed above are for TeamWorks state entities only; these dates do not apply to the Georgia Technology Authority, the University System of Georgia and its state colleges and universities, or SPD when conducting solicitations through JAGGAER Sourcing Director.

IMPORTANT: If there is an urgent need to publish a solicitation in TeamWorks after the cutover dates above have passed, please submit a request to SPD at agency.sourcing@doas.ga.gov. SPD will work with all impacted state entities to either grant exceptions, as applicable, or provide an alternate solution.

We encourage all state entities to communicate their needs to SPD. We appreciate all state entities' support as we transition to our new enterprise resource planning system, GA@WORK, effective **July 1, 2026**.

D. Statewide Contract Vehicle Availability

Please review the Report of Vehicle Availability Under Statewide Contracts which is available on the website at: <https://doas.ga.gov/state-purchasing/statewide-contracts>. This report is maintained by SPD's Contract Management team and includes the current order window status as it is received from the manufacturers. For any questions, please contact Emily Harris at emily.harris@doas.ga.gov and cc the Contract Management mailbox at contract.management@doas.ga.gov.