



2003 NASPO  
Cronin Club  
Gold Winner



## Procurement Services

# Weekly Information Newsletter

05/28/04

Volume 149

(You can go directly to the DAS Procurement web page by clicking on the DAS logo above!)



Save the Date!  
CT Shops 2004  
November 9, 2004!

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### **Vehicle & Property Auctions Raise over \$600,000!**

If you didn't attend the last you two (2) auctions that DAS Property Distribution Unit held recently, you missed out on an opportunity to bid on some interesting items. Over \$600,000 was raised for the State's General Fund. Read the following news release to find out more:

#### **Department of Administrative Services News Release**

For immediate release/May 21, 2004

Contact: Adam Liegeot

Phone: 860-713-5199 or [Adam.Liegeot@po.state.ct.us](mailto:Adam.Liegeot@po.state.ct.us)

### **Vehicle & Property Auctions Raise over \$600,000**

Connecticut Department of Administrative Services (DAS) Commissioner Barbara Waters announced today that two DAS auctions in two weeks have raised over \$600,000 for the state's General Fund. An April 24 property auction raised \$47,912, while a May 8 vehicle auction raised \$569,655. Both auctions were held in Wethersfield.

The April 24 property auction was notable because thousands of adult beverages were up for bid. Officials from the Liquor Control division of Connecticut's Department of Consumer Protection had confiscated 30 cases of Smirnoff Vodka, 65 cases of Popov Vodka, 4500 Famous Grouse Scotch nips, 7000 Brandy nips, 68 cases of Cinzano Vermouth, and 124 cases of wine and port.

Sixty Ford Crown Victorias from model years 1998 through 2000 drew the attention of bidders at the May 8 vehicle auction. Dodge Intrepids, Plymouth Neons, Ford Tauruses, and Ford Escorts were also sold off.

In the 2004 fiscal year, five DAS vehicle auctions have raised \$2,208,376. The vehicles are designated for auction for a number of reasons: vehicle depreciation, costly repairs or maintenance, or confiscation.

In April of 2003, Governor John G. Rowland announced a reduction in the state's fleet of vehicles that will save the State of Connecticut \$20 million over the next five years.

DAS identified vehicles throughout state government that could be turned in without impacting services to clients and taxpayers. As a result, 630 vehicles ---over 15 percent of the entire state fleet --- have been turned in. In addition, 56 state vehicles that had been driven by state agency Commissioners and Deputy Commissioners have been turned in.

As part of the Governor's savings initiative, DAS cancelled the purchase of new vehicles for Fiscal Year 2002-2003. DAS also cancelled at least half of the state's new car buy for FY 03-04.

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## ePartners



**Reminder to all Connecticut municipalities, schools and not for profit organizations!**

Don't forget that there now is a webpage that is devoted just to you, our ePartners! That's right. This site designed just for you! We want to make sure that you hear about all the free products, services and resources that are available to help you save time and money! To access the ePartners webpage, we have provided a quick "jump" to take you there. Simply click on the following link and be sure to save it as a favorite so you can easily check for the latest information at the click of your mouse!

<http://www.das.state.ct.us/Purchase/ePartners/epartners.asp>

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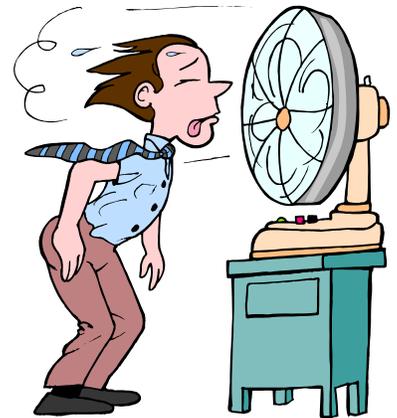
## CT Environmentally Preferred Purchasing



### Energy Saving Tips for the Summer Heat.

We're quickly approaching that time of year where we'll be trying to keep our homes cooler for less money. You can keep your home cool and comfortable while saving energy and money by following a few simple tips this summer!

- Save as much as 5 percent on your cooling bill by setting the thermostat for your central air-conditioning just 2 degrees higher.
- Don't place a lamp or TV near your air-conditioning thermostat.
- Clean or change your air-conditioning filters once a month or as needed depending on appliance usage.
- At the beginning of the cooling season (now) have a qualified air-conditioner contractor service your air-conditioner and check your ductwork for leaks.
- Don't set your thermostat at a cooler temperature thinking that it will cool your living space faster. In reality, our perception of coolness is closely tied to humidity levels. A colder setting will cool the air without removing the humidity, resulting in a cool clammy climate. See our article on buying an energy efficient air conditioner in the [05/07/04](#) issue of WIN.
- Plant trees or shrubs to shade your house and the air conditioning unit. A central air conditioner operating in the shade can save as much as 10 percent in electricity usage that the same unit operating in the sunlight. If you can't plant, a section of fencing will achieve the same results.
- Be sure to check that inside drapes, furniture or rugs do not cover vents.



- Close the blinds in rooms that receive afternoon sun.
- Use compact fluorescent bulbs in place of incandescent bulbs. Compact fluorescent bulbs use less wattage and burn cooler.
- Weather-strip and caulk around doors and windows. Sealing openings that lead to the outside or areas that are not cooled can stop warm air from entering cooled spaces.
- Save jobs like dishwashing, clothes drying and mopping for the early morning and nighttime hours. The humidity and heat generated from these tasks can make your living space seem warmer.
- Cook outside or prepare a cold meal for hot weather days.
- Take advantage of the cooler night air by opening your windows at night.

CT DAS state contracts offer a number of environmentally preferable products and services. For more information on how you can purchase or use environmentally preferable products and services where you live and work, you may contact CT EPP at [barbara.moser@po.state.ct.us](mailto:barbara.moser@po.state.ct.us) or call at (860) 713-5081.

## Contract Information:

### DAS Contracts

The following is a listing of contracts issued during the week of 05/24/04

Contract #	Contract Name	For:	Contract Term
<a href="#">04PSX0082</a>	Hay for Erosion Control	DOT, All Using State Agencies, Political Sub Divisions	May 20, 2004 Through May 19, 2007
<a href="#">04PSX0084</a>	Airport Maintenance at Windham Airport	Department of Transportation	May 19, 2004 Through January 31, 2009
<a href="#">04PSX0085</a>	Airport Maintenance at Danielson Airport	Department of Transportation	June 1, 2004 Through January 31, 2009
<a href="#">04PSX0097</a>	Miscellaneous Electrical Supplies & Equipment for Pick up Only for the Dept. of Transportation.	DOT, All Using State Agencies, Political Sub Divisions	June 1, 2004 Through May 31, 2007.
<a href="#">04PSX0100</a>	DOT requirements for full Maintenance on Emergency Generators and UPS Systems at the Data Center and Main Complex	DOT, All Using State Agencies, Political Sub Divisions	June 1, 2004 Through January 31, 2009
<a href="#">04PSX0113</a>	Custodial Services for the CT Dept. of Children & Families	CT Dept. of Children And Families Office located at 131 West St. Danbury, CT.	June 1, 2004 through May 31, 2006. (With option to extend two additional years.
<a href="#">04PSX0118</a>	Traffic Cones w/Recycled Content for Department of Transportation	DOT, AUSA, Political Sub Divisions and Not-For-Profit Organizations	June 1, 2004 Through May 31, 2006
<a href="#">04PSX0119</a>	Landscaping Services for the Department of Public Works	The Department of Public Works	May 19, 2004 Through May 31, 2008
<a href="#">04PSX0126</a>	Provide approximately 150,000 bushels of wet shell for planting on the State-owned Bridgeport-Stratford Natural Oyster	Department of Agriculture for the Aquaculture Division	Project must be completed by June 18, 2004
<a href="#">04PSX0140</a>	Ace Bandages	All Using State Agencies and Connecticut Political Sub-Divisions/Not-For-Profits	June 1, 2004 Through May 31, 2006

## Contracts Expiring

Did you know that our state contracts are reviewed one to three months prior to the actual expiration date? During this review process, the contract specialist examines the specifications and products/services included within each contract

### [Contract Search](#)

Click on the list of “Contracts Issued/**Expiring** In Last/Next 30/60/90/120 Days”. Choose the radio button marked “**Expiring** Contracts” and select the time frame. Then click “Get Contracts”. That’s all there is to it!

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## Bid Notice Postings

To view the entire DAS bid notice listing, click on the following hyperlink to go to our web page. [DAS Bid Notices](#)

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## Core-CT Information



### Looking for Catalog Items in Core-CT/PeopleSoft?

Use the following link to access the listing of the vendors, contract number and contract name that have been loaded into the **Core-CT** catalog.

### [Core-CT Catalog](#)



### Getting Help Quickly And Easily

Click on the “help” link to access all the **Core-CT** help links and phone numbers that are available to you.

### [Help](#)

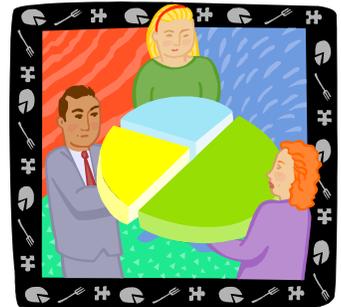
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## “Certification Central”

Check this out! We have made it even easier for you to see which Connecticut vendors have recently become certified! Use the link we have provided to access the listing of **New Set-Aside Vendors Certified in last 7 Days**.

The link below lists the company name, contact information, product description and certification type of all the Connecticut small businesses that were certified during the **previous** week.



[http://www.das.state.ct.us/Purchase/ePartners/ep\\_whats\\_new.asp#Vendors](http://www.das.state.ct.us/Purchase/ePartners/ep_whats_new.asp#Vendors)

Questions regarding the Supplier Diversity Program can be directed Meg Yetishefsky, Supplier Diversity Manager, at [meg.yetishefsky@po.state.ct.us](mailto:meg.yetishefsky@po.state.ct.us) or 860/713-5228.



## Ask Peppy!

Do you have a purchasing question and you can't seem to find the answer? Send it to me at [peppy.procurement@po.state.ct.us](mailto:peppy.procurement@po.state.ct.us) and I will do my best to find the answer for you and post it in a future issue of WIN.

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## Peppy's Toolbox

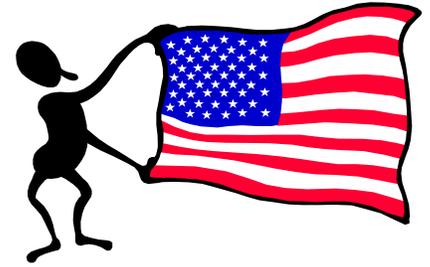
Click on the “toolbox link” at the right to help yourself to any of the helpful “tools” (electronic forms) that are available to you.



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## Peppy's Points to Ponder...

**On Memorial Day, let us remember all those who made the ultimate sacrifice...  
For our country and our freedom.**



### *Freedom Isn't Free*

*I watched the flag pass by one day,  
It fluttered in the breeze.  
A young Service man saluted it,  
And then he stood at ease.*

*I looked at him in uniform  
So young, so tall, so proud,  
With hair cut square and eyes alert  
He'd stand out in any crowd.*

*I thought how many men like him  
Had fallen through the years.  
How many died on foreign soil  
How many mothers' tears?*

*How many pilots' planes shot down?  
How many died at sea  
How many foxholes were soldiers' graves?  
No, freedom isn't free.*

*I heard the sound of Taps one night,  
When everything was still,  
I listened to the bugler play  
And felt a sudden chill.*

*I wondered just how many times  
That Taps had meant "Amen,"  
When a flag had draped a coffin.  
Of a brother or a friend.*

*I thought of all the children,  
Of the mothers and the wives,  
Of fathers, sons and husbands  
With interrupted lives.*

*I thought about a graveyard  
At the bottom of the sea  
Of unmarked graves in Arlington.  
No, freedom isn't free.*

-Author Unknown -

**Wishing you and your families a safe and peaceful Memorial Day.**

**Thanks to all my loyal WINners for submitting all these great quotes. Keep them coming!**  
Please take a minute to send them to me at [peppy.procurement@po.state.ct.us](mailto:peppy.procurement@po.state.ct.us) and watch for them to appear in future issues of WIN.



## Tech Talk with Ms. Bits n' Bytes

### How to do Better Searches

Search engines are one of the key tools to finding what you want on the Internet. To help you conduct more effective searches you should know about a few conventions common to many search engines. You might already know that the plus sign "+" between words means "and." By using the minus sign "-" you can exclude words. For example, you want to find information about the Canadian band, The Waltons, but you don't want pages about the old TV show. Type in: Waltons - TV + band + Canadian.

Another convention is to put quotation marks around a phrase like "Cape Breton fiddle." Often searching for a phrase works better than just using the plus sign between words.

Since different search engines work on different principles some engines are better suited for certain searches. Engines like [Google](#) or [Direct Hit](#) are good for pulling up results in response to general search terms. These engines monitor how popular pages are and the more popular pages will rank higher in your search results.



Sites like [Yahoo!](#) and [LookSmart](#) are actually compiled directories. They only contain sites that have been registered by the creators, and there are usually short descriptions. Sites like these are good for finding information on general or popular topics, but might not be helpful in finding more esoteric information.

If you are looking for a specific fact or piece of information instead of a general site try using a meta-engine like [Metacrawler](#) or [SavvySearch](#). As the name implies, meta-engines query several major search engines then compile the results. Large engines like [AltaVista](#) or [Fast Search](#) are also more likely to help you find information on an academic or obscure topic.

To find out more about the [major search engines](#) and [meta-engines](#) check out [Search Engine Watch](#)

Thanks the [Tech Guys](#) for this Information!



***Please remember many state agencies have policies for Internet usage, do not click on links at work. Hover over the link, this will show you the full web address. Jot the address down and enjoy it from home.***

Don't forget to write to me and let me know if you have a computer question, problem or perhaps just something you would be interested in learning about. You can email me at: [maureen.blackburn@po.state.ct.us](mailto:maureen.blackburn@po.state.ct.us)



Keep up to speed with what's happening in the

## Department of Information Technology



### Contracts & Purchasing Division Information



Need to contact someone at **DOIT**? Click here to link to the [DOIT Contact Information](#) page of their web site.

#### DOIT Bid/ Proposals

- Click on the following hyperlink [DOITBidPostingNotices](#) to jump to DOIT's Bid Posting Notices section of their web page.

#### DOIT Contract Awards

- Click on the following hyperlink [DOITContractAwards](#) to jump to DOIT's Contract Award section of their web page.

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### Contact Us

If you know someone who may be interested in receiving this newsletter, have him or her send an email with the following information:



**Name:**  
**Job Title:**  
**Agency/Organization Name:**  
**Mailing Address:**  
**City/State/Zip:**  
**Phone:**  
**Fax:**  
**Email:**

Send it to Teresa Dupont at [teresa.dupont@po.state.ct.us](mailto:teresa.dupont@po.state.ct.us) or fax it to her at 860-622-2940. Once she gets the information, they will be added to the "WINner" list! Likewise, if you do not wish to receive **WIN**, send us a note and your name will be removed. Questions? Call Teresa at 860-713-5073.

### Miss a Previous Issue of WIN?

Use the following link to jump to the DAS Newsletters web page, scroll down to Weekly Information Newsletters (WIN) and click on the issue you missed!

<http://www.das.state.ct.us/News/NewsLetters.htm>