

BuyLines

■ CONTRACT INFORMATION:
DAS Contracts, Contracts
Expiring, Bid Notice Postings
and Certification Central



■ VERBATIM COURT REPORTING CONTRACT



■ DAS SURVEY SYSTEM



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Miss a Previous
Issue of *BuyLines*?

DAS Contract Information

The following contracts were issued over the last 15 days.

Contract Number:	Contract Name:	For:	Contract Term:
<u>07PSX0170</u>	Purchase of tire repair services & emergency tire repair services for DOT	Department of Transportation, All Using State Agencies, and Political Subdivisions	Date of Award through July 30, 2009
<u>07PSX0193</u>	Forklift, 5000 lb. Propane (LPG) Powered Forklift Trucks	Department of Education, All Using State Agencies, and Political Subdivisions.	Date of Award through September 30, 2011
<u>07PSX0182</u>	Combination Rear & Side Body Material Spreader w/Snow Plow Push Frame Mounted to a 37,000 lbs. G.V.W.R. Truck	Department of Transportation, All Using State Agencies, and Political Subdivisions	Date of Award through September 30, 2009
<u>07PSX0189</u>	Food and Catering Services for A.I. Prince Technical High School	State Department of Education	August 30, 2007 thru February 28, 2008 Due to uncertainty of timelines for construction we are unsure of the exact contract ending date.
<u>07PSX0168</u>	Two Color Press for the Department of Education - Bullard Havens Technical High School	State Department of Education	August 1, 2007 through July 31, 2012

Contracts Expiring

Did you know that our state contracts are reviewed one to three months prior to the actual expiration date? 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! [Contract Search](#)

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](#).

Certification Central

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 the last 7 days**. The link below lists the company name, contact information, product description and certification type for all Connecticut small businesses that were certified during the **previous** week.

http://www.das.state.ct.us/Purchase/ePartners/ep_whats_new.asp#Vendors

Questions regarding the Supplier Diversity Program can be directed to Meg Yetishefsky, Supplier Diversity Manager, at Meg.Yetishefsky@ct.gov or 860-713-5228.

Catalog Shopping?

Use this link to access the listing of vendors, contract numbers and contract names that have been loaded into the [Core-CT](#) catalog.

Verbatim Recording and Court Reporting Transcription Services Contract #05PSX0111

Contract #05PSX0111, which is a multi-vendor contract award (100% set-aside contract) for Verbatim Recording and Court Reporting Transcription Services, was awarded on May 31, 2005 and runs through June 30, 2008. With this contract, agencies may contact any awarded contractor(s) to obtain services, however, there may be instances where an awarded contractor is not able to provide service due to other obligations and in those cases, the agency can seek services from an alternate source from the approved contracted vendor list.

To date, 11 agency contracts have rolled into this all-using state agency contract. However, any remaining agency specific contracts for Verbatim Recording and Court Reporting and Transcription Services will need to be used by the agency and continue to be in effect until their scheduled expiration dates.

Once an existing contract expires and the agency feels this contract can fulfill their needs and requirements, the agency may use this contract without doing another

"It is my hope that Court Reporting Services Contract will be renewed. Our agency saved \$1,560 in attendance fees alone (our bid was \$150, we now pay \$90), not to mention \$.20 per page. In doing the math, I believe our agency has saved between 15-20 percent as a result of this contract. That is not to mention that fact that we would never be without a court reporter if something happened to our current vendor. I think whoever came up with the idea of underwriting such a contract is brilliant!"

Nancy Brayman, Executive Security, Psychiatric Security Review Board

agency specific bid. Please note if the agency specifications and service requirements differ from the terms and conditions of contract, then an agency specific bid would need to be done.

How Does the Contract Work for Agencies?

The agency can contact any awarded vendor to accommodate their geographic needs and service requirements. The following must be done prior to selecting a contractor to perform the services required by an agency:

- Agencies will review the list of counties to determine what region is applicable for the service they require.
- Agencies will review the list of rates and services from the contract award available in the applicable region. This is a multiple award contract; the user agencies may choose from the approved contractor list which contractor they wish to use.
- Agencies should contact the appropriate successful contractor to set up an initial meeting, if required, to outline the specific service required, and establish a start date.
- Agency shall issue a purchase order containing a description of the specific services they require and an agency contact person.
- Agencies will issue purchase orders and other written specifications that are effective and binding on the successful contractor when placed in the mail to the contractor.
- Agencies that have current contracts **shouldn't use** this contract until their current contract expires. At that time, the agency must select a contractor from this contract.

It appears the all-using state agency transcription contract which is 100% set-aside awarded is really working out well for the agencies state. Not only are they saving money they are also getting small-business purchase credit.

New Tool for DAS

Procurement

Ever wonder what your customers are really thinking? Scratching your head about how to ask them?

DAS has come up with a way to poll specific customers about procurement issues, Procurement Card (P-Card) program improvements, or whatever DAS needs to know more about.

"It's a unique tool we can use to keep our hands on the pulse of our customers," said DAS Procurement director Carol Wilson. "If a specific contract or program gains attention from our customers, we can customize an online survey to be emailed to a specific group to initiate feedback and make improvements or correct oversights. And we get this information quickly via the Internet."

The state's P-Card Program recently used this function to survey state agencies and their needs regarding fuel and fleet vehicle purchases. "Our survey gave us a great snapshot of how the agencies are spending their budgets in one particular area. With this information we can now customize our p-card program to help save the state money," said P-Card program administrator Kerry DiMatteo.