

BuyLines

■ NEW REQ PROCESS



■ ATTN: STATE AGENCIES



■ AND THE WINNER IS...



■ IT PAYS TO NEGOTIATE



CONTACT US

Miss a Previous
Issue of BuyLines?

DAS Contract Information

The following contracts were issued over the last 30 days.

Contract Number:	Contract Name:	For:	Contract Term:
<u>09PSX0048</u>	Police Supplies	All Using State of Connecticut Agencies All Political Subdivisions of the State of Connecticut	Date of Award through June 30, 2013
<u>09PSX0024</u>	Installation and Removal of Extruded Concrete Curbing	The Department of Transportation, All Using State of Connecticut Agencies and Political Subdivisions of the State of Connecticut	Date of Award through March 31, 2010
<u>08PSX0317</u>	Lumber and Building Supplies	All Using State of Connecticut Agencies and Political Subdivisions of the State of Connecticut	Date of award through January 31, 2011
<u>09PSX0030</u>	Removal and Disposal of Hazardous Waste Streams to include Oils, Chemicals, Pesticides, Corrosives and other Contaminants	All Using State Agencies and Political Subdivisions	May 8, 2009 through April 30, 2012
<u>09PSX0013</u>	Influenza Virus Vaccine (2009-2010) and Misc. Vaccines	All Using State Agencies and Connecticut Political Sub-Divisions/ Not-For-Profits	Date of Award through May 31, 2010 (with option for extension)
<u>09PSX0019</u>	Welding Equipment and Supplies	DOT, All Using State Agencies, Political Sub Divisions and Non Profits	May 1, 2009 through April 30, 2011

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

Search for Small/Minority Companies

This feature allows you to create a list of vendors using specific criteria. Each category you select will further define your list. Typing in Keywords will give you a list of all currently certified vendors that contain those words in their product description or goods/services for which the vendor is certified.

<https://www.biznet.ct.gov/SupplierDiversity/SDSearch.aspx>

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.

New Requisition Process for contract Requests Effective

June 1, 2009

Pursuant to the authority granted in Section 4a-52-3 (State Purchasing Regulations) to the Department of Administrative Services (DAS), the initiation of the purchase of supplies, materials, equipment or contractual services shall be on a purchase requisition form provided by DAS. **Accordingly, effective June 1, 2009, DAS is replacing the current paper requisition process (Form SP-10) for Bids and RFPs with an electronic on-line requisitioning process through the CORE-CT, CORE-10 process (DAS-BID).** All agencies requesting purchase contracts from DAS shall transition to the CORE-10 (DAS-BID) effective June 1, 2009 at which time no paper requisitions (SP-10) will be accepted. The next phase will incorporate the transition of the Standardization Transaction process through the CORE-10 (DAS-ST) which will follow shortly thereafter.

Agencies may already be familiar with the CORE-10 functionality for requesting products and/or services as DOIT transitioned to CORE-10 recently. To re-familiarize you with this process, there is a PowerPoint presentation introducing the CORE-10 functionality on the Core-CT website at the following link: http://www.core-ct.state.ct.us/user/finjobaids/pps/intrdcng_core10.pps.

Agencies will need to contact their Core-CT Security Liaison to add Requisition roles to Users to allow them access to the CORE-10 functionality. Agencies needing training should contact their CORE-CT Training Liaison.

If you have questions regarding this change, please contact DAS Procurement at 860-713-5095.

Attention State Agency Purchasers

Effective immediately, the Agency Vendor Form (SP-26NB) has been changed to streamline the method in which the State dispatches Purchase Orders to suppliers. Portions of the form requesting information regarding EDI requirements and distribution of Bid and RFP packages have been removed.

The most important change to you is the elimination of the USPS Mail, Fax and EDI options for Purchase Order (PO) Distribution. Core will now accept e-mail as the only method of PO Distribution for new vendors. Current vendors are being contacted to make the switch to e-mail PO Distribution.

The link on the DAS Procurement Services web page to the updated version of the Agency Vendor Form (SP-26NB) is under: Quick Links/Agency Forms/CoreCT Vendor Info Form.

The actual link is: [http://www.das.state.ct.us/Purchase/Info/Vendor_Profile_Form_\(SP-26NB\).pdf](http://www.das.state.ct.us/Purchase/Info/Vendor_Profile_Form_(SP-26NB).pdf)

And the Award goes to...

The Greater New England Minority Supplier Development council awarded Meg Yetishefsky and her Supplier Diversity program, 2009 Advocate of the Year at a ceremony at the Aqua Turf in Southington on April 30.

"I was both surprised and proud at the same time," said Meg. "I was surprised to win because of the level of competition. We were up against some pretty big names like Aetna, United Technologies, Raytheon, and MIT."

The recognition didn't stop with the award. The Supplier Diversity Committee received citations from both State Treasurer Denise Nappier and Secretary of State Susan Bysiewicz.

DAS Commissioner Brenda Sisco said, "I'm so proud of Meg and her staff in receiving this award. It goes to show that state government can compete with anyone. Congratulations!"

And the accolades don't stop. On May 20, the Supplier Diversity Program was honored at a Woman in Leadership luncheon which recognizes and honors exemplary women for the outstanding accomplishments and contributions to corporations, civic and professional organizations in the community.

It Pays To Negotiate

Just ask DAS Procurement's Jim Gotta. Following a directive from Governor M. Jodi Rell, Procurement Director Carol Wilson asked all DAS procurement staff to contact vendors to see where prices could be renegotiated. Gotta found that with some reworking of the numbers, huge savings could be acquired from SYSCO Foods in Rocky Hill.

"They were great to work with," said Gotta. "Companies know that times are tight and everyone is out to save some money and renegotiate a better deal. The point is that the renegotiation of this contract provides some significant cost savings to the state if agency business practices can be altered to take full advantage of these incentives and discounts."

Gotta also added that the savings are a result of team effort between himself, Director Carol Wilson and Team Leader Don Casella. "It was Carol who came up the game plan and Don helped with the execution. There's no 'I' in team," joked Gotta.

There's more in the Procurement- 'good news' category as Governor Rell recently announced that spending among state agencies in the Executive Branch dropped by nearly \$8.5 million in the past four months. "Purchase orders cut among all contracts administered by DAS dropped by almost one-half in both numbers of purchase orders and dollar amount values since December of 2008 through March 2009," Governor Rell said.

December 2008 figures tracked by DAS showed 4,980 purchase orders valued at \$16,921,995. That amount continued on a sharp decline, averaging \$2 million each month. March 2009 tracking shows 2,640 purchase orders valued at \$10,269,416, a decrease of nearly \$7 million in just four months.

Similarly, purchases made on agency credit cards, or 'P-Cards', declined by close to \$500,000 in that same four-month time frame, representing a sharp drop in individual transactions from 7,960 in December of 2008 to 4,930 through March of this year.

"This is a culmination of a number of cost-saving efforts that began earlier in the year when the Governor asked DAS to conduct a sweeping review of the nearly 900 contracts we administer on behalf of state agencies to determine which contracts could be cancelled, renegotiated, rebid or deemed as 'do not order' contracts. We're continuing the renegotiating efforts, and hopefully will have more success stories like SYSCO," said DAS Commissioner Brenda Sisco.

Call First

The Department of Administrative Services offices at 165 Capitol Avenue, Hartford CT will be closed from Friday, May 22, 2009 through Monday, May 25, 2009. Offices will re-open on Tuesday, May 26, 2009. The Department of Administrative Services strongly suggests contacting state agencies before attempting delivery/pickup to see if they are open on the above mentioned dates. Thank you.

Credit Card

DAS Procurement Services continues to lead the way in saving money across the state. "We continue to renegotiate contracts with vendors and have achieved substantial savings on many contracts," said Procurement Director Carol Wilson.

Where there continues to be noticeable month-to-month savings is with the P-Card program. "Agencies are getting the message to only purchase what is absolutely essential," said P-Card Program administrator Kerry DiMatteo. "In March 2009 the total of P-Card purchases fell \$84,289 from the previous month and was down \$168,848 in April."

In a memorandum sent in early May, Governor Rell directed state agency officials to review all P-Card credit cards assignments within their respective departments and to immediately cancel any card that has not been used within the last six months. In addition, Governor Rell told the agency heads to suspend any cards "not deemed absolutely and immediately essential to accomplish the mission of your agency."

Agencies have responded quickly noting that many cards have not been used in the last six months because the cardholders have clearly gotten the message to stop spending.

"It's important to note that not every state employee has a credit card," said DiMatteo. "Agencies were issued P-Cards if they had a real business need for the card. Now with tighter budgets across the state and across the country, we need to really focus on the business needs of agencies, and see where P-Cards can be retained."

Along with retrieving little-used credit cards, the card itself saves taxpayers money. By using a credit card, the one-time payment and tracking of spending can save the state \$40-\$100 per transaction versus a purchase order.

"It's all about using the right payment tool efficiently," said DiMatteo.