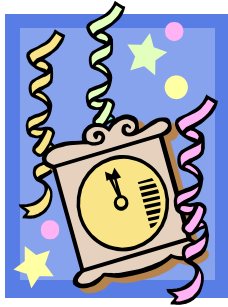


(You can go directly to the DAS Procurement web page by clicking on the DAS logo below!)



Procurement Services

Weekly Information Newsletter

12/31/04

Volume 180



2003 NASPO
Cronin Club
Gold Winner

TABLE OF CONTENTS

NOTEWORTHY NEWS2

New Organizations Join “State Contracting Portal”2

DAS Vehicle Auction brings in BIG money!.....3

SOLD for \$493,670!.....3

Can you hear me now?3

“Certification Central”4

SMALL BUSINESS IS BIG BUSINESS!.....4

3 Questions with.....4

J&S Radio Sales, Inc......4

EPARTNERS5

Car Seat Contract Is Now Available!5

CT ENVIRONMENTALLY PREFERABLE PURCHASING.....6

Tire Pressure – How to “Gauge” What Should be in Your Tires.....6

BID NOTICE POSTINGS6

CONTRACT INFORMATION:7

DAS Contracts.....7

Contracts Expiring.....7

PEPPY’S POINTS TO PONDER...7

Recipe for a Happy New Year.....**Anonymous**.....7

ASK PEPPY!.....8

PEPPY’S TOOLBOX.....10

Tech Talk with Ms. Bits n’ Bytes.....11

CTRL + H.....11

CORE-CT INFORMATION11

Looking for Catalog Items in Core-CT/PeopleSoft?.....11

Getting Help Quickly And Easily.....12

DEPARTMENT OF INFORMATION TECHNOLOGY12

CONTACT US12

Miss a Previous Issue of WIN?12

New Organizations Join “State Contracting Portal”

You are probably already aware that Governor Rell’s Executive Order No. 3 states, in part, that all state and higher education agencies and institutions shall post all bids and requests for proposal on the State Contracting Portal. Since the issuance of the order, we have been contacted by a number of agencies and organizations to get signed up to post their bid opportunities online. We’d like to welcome the following new State Contracting Portal (SCP) customers:

**Attorney Generals Office
City of Bridgeport
DMR West Region Cheshire Center
Regional Water Authority
Saint Agnes Home Inc.
UCONN Health Center**

**Kevin Costello, Marianne Wisker
Gloria Grogan & Letha Logan
Rose Traver
Peter Bocciarelli
Melinda Polson
Robert Murphy, Jennifer Kelley, Daniel Melesko, Ellen Couture, Margaret Gilbert & June Ellis**

They join the many state agencies, schools, universities, cities, towns and not for profit organizations that are already registered to use the portal. The portal offers many advantages as **Joanne Douglas** from the **City of New Britain** has found out. Here’s what Joanne had to say about using the SCP:

“The State of CT Procurement Services has been most encouraging and helpful to me during the process of posting New Britain’s bid specifications online. The advantages of posting online are many:

- The State’s posting system allows our bids to reach a much larger audience and, consequently, receive a greater number of bids.***
- Time is saved as fewer phone calls/e-mails are received requesting specifications; prospective bidders can download the documents themselves.***
- Dollar savings are realized, particularly copying and mailing costs.***

Thank you, State of CT, for providing this service and the great support.”

**Joanne Douglas
City of New Britain**

Thanks Joanne for the helpful feedback! For a complete list of the organizations that are currently signed up for the State Contracting Portal, click on the following link:

<http://www.das.state.ct.us/rfpdoc/123104CurrentBidPostingEntites.xls>

For more information about the State Contracting Portal, contact Jim Passier at jim.passier@po.state.ct.us or 860/713-5086.

DAS Vehicle Auction brings in BIG money!

SOLD for \$493,670!



If you didn't attend the State Surplus Vehicle Auction on December 11, 2004, just look at what you missed! You could have bid on a 2000 Jeep Grand Cherokee Laredo complete with a TV and PlayStation that included screens in the head rests. Or how about one of two Mercedes, a Lexus, a Kawasaki Ninja Motorcycle or a 1997 Hatchback BMW? No wonder the attendance was higher than anticipated which in turn brought in more dollars to the State.

The breakdown of the auction sales is as follows:

- **\$418,570 to State Agencies**
- **\$23,200 to Drug Asset Forfeiture Revolving Fund**
- **\$51,900 to Municipalities from the sale of their vehicles**

Auction Total \$ 493,670!

Remember to check the Surplus Section of the eProcurement web page so you don't miss out on future auctions!

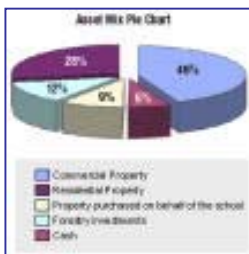
» Surplus

Buy and sell surplus items online through the state and federal eSurplus systems. Towns, schools and non-profits may receive quality used products for free or for a nominal cost.

[Public Auctions](#) [State Surplus](#) [Federal Surplus](#)

Can You Hear Me Now?

Yes, we heard from some of our WINners, but did we hear from **you**? WIN recently posted surveys for an upcoming Procurement Forum and a bid for online research tools. It's important for us to hear from you so that we can host procurement forums that cover topics that are important to you. Your response to surveys also helps us create contracts that work for you. We know you are busy, especially at this time of the year, but we really need to hear from you. Please take a minute to complete the following surveys and return them to the appropriate person. Thanks in advance for responding because we want to be able to say yes, we can hear you now!



Survey: Are you using on-line research tools?

<http://www.das.state.ct.us/rfpdoc/OnlineResearchSurvey.doc>

Due by: **January 24, 2005.**

Procurement Forum Survey

<http://www.das.state.ct.us/rfpdoc/ForumSurvey.doc>

Due by: **January 14, 2005**

“Certification Central”



New Set-Aside Vendors!

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

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

Small Business is Big Business!

As part of our continuing effort to promote Connecticut small and minority businesses, we offer a new column called, **3 questions with...** This column, presented in a question and answer format, will feature Connecticut small and minority businesses that hold current state contracts. Through their answers, you will learn more about the local businesses that can provide you with products and services through their state contract(s).



3 Questions with...

J&S Radio Sales, Inc.

? Can you give us some background about your company? (products/services offered, company location, # years in business, company contact(s), certification type)

A. J&S Radio is a full service two-way radio and emergency lighting business that has been in business since 1972. We have been in our current location since 1980. That is also the same year that our head radio technician, Jeff Lee joined our company. We have a retail sales floor where we sell scanners, C.B.s, Whelen lighting equipment, cellular phones and all types of antennas for communications equipment.

? What State of Connecticut contract(s) do you currently hold?

A. We currently hold 2 state contracts. The first is contract for servicing Kenwood, Midland, Motorola, Relm and Vertex radios. Contract [#SBE-012-A-27-7034-C](#) offers rates are for carry-in, on-site and after-hours, weekend, holiday service. This contract is available to All Using State Agencies, Municipalities & Political Sub-Divisions. The second is contract [# 04ITZ0064](#) with the Department of Motor Vehicles for the purchase and installation of Kenwood mobile radios & antennas.

? If there were one thing you would want people to know about your company, what would it be?

A. The most important thing I would like everyone to know about J&S Radio is that all of us here take great pride in the work that we do and the reputation that we have. The crew may be small but they all have a vast knowledge of the products they sell, service and install.

Contact Info:

J & S Radio Sales, Inc. is located on 1147 Main Street, Willimantic, CT 06226. Call Tony at 860-456-2667.

ePartners



Car Seat Contract Is Now Available!



Good news for Local Youth Service Programs, Family Services and Social Service Departments, Community Health Centers, and Not for Profit Organizations: You will be glad to know that a contract has been awarded for Child Safety Seats. The contract is awarded to two different vendors; Evenflo and National Safety Resources and can provide you with substantial savings for Toddler, Booster and Big-Kid Safety Seats. Check out the contract **Purchase Child Safety Seats (Evenflo, Compass, Cosco) [04PSX0296](#)** to find out what is available to you at cost-saving prices.

Remember that if you're **LOOK**ing for a partner, you've got a partner in DAS!

The ePartners program services Connecticut municipalities, schools and not-for-profit organizations by offering products and services to save time and money. For more information about ePartners check out the webpage that was made just for you...our ePartners!

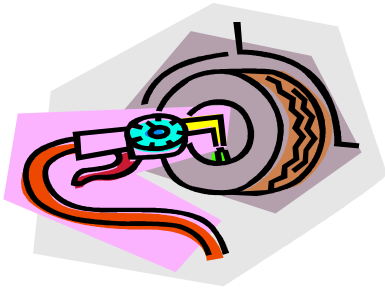
<http://www.das.state.ct.us/Purchase/ePartners/epartners.asp>

Questions, comments or suggestions? Send them to ePartners@po.state.ct.us or call Maureen Friedman 860/713-5069.

CT Environmentally Preferable Purchasing

Tire Pressure – How to “Gauge” What Should be in Your Tires.

Today’s tires are designed and built to provide thousands of miles of service. But, for maximum wear, fuel economy and vehicle occupant safety, they must be maintained properly. With the correct amount of air pressure, your tires will wear longer, save fuel and help to prevent accidents.



Unless you’ve really thought about it, you may not realize that the air in your tires carries the weight of your car. The air pressure specified by the car manufacturer is based on the actual weight of your car and should be your first choice when filling your tires. The tire placard, usually a sticker found on the edge of the driver’s door, or the owner’s manual carries this information. If there is not a placard or owner’s manual, use the air pressure specified on your front and rear tires.

To insure your tires are properly inflated, purchase an accurate tire pressure gauge, (you can’t tell by looking whether or not your tires are properly inflated.) Use your new tire gauge at least once a month and before every long trip. Tires must be checked when cold. If you have to drive over a mile to inflate your tires, measure the existing air pressure for each tire and write down the amount each is under inflated. Once you get to the air pump, measure each tire’s air pressure again and inflate each to the level indicated on the tire placard *plus* the cold under inflated amount you recorded for that tire earlier. When your tires cool, they should end up at the amount indicated on the tire placard.

Tires lose air under normal conditions and the outdoor temperature can affect the rate at which your tires lose air. A tire will lose one or two pounds of air during the winter and even more in the summer. Under inflation is the leading cause of tire failure, and the increased friction caused by more surface area hitting the road will negatively affect your gas mileage. Make a point of checking your tire inflation regularly.

If you’re interested on more information on tire inflation, write down the following web address so you can access it from home.: <http://autopedia.com/TireSchool/TireC.html>.

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 or call at (860) 713-5081.



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](#)

Contract Information:

DAS Contracts

The following is a listing of contracts issued during the week of 12/27/04

Contract #	Contract Name	For:	Contract Term
04PSX0206	Purchase Trunk Mounted Radio Trays, K-9 Transport Kit, Vehicle Consol	Department of Public Safety /Division of State Police	September 9, 2004 through August 31, 2006
04PSX0296	Purchase Child Safety Seats (Evenflo, Compass, Cosco)	Department of Children & Families and All Using State Agencies & Political Subdivisions of the State	December 20, 2004 through January 31, 2010
04PSX0392	Maintenance and Repairs at the Reserve Road Railroad Crossing, Hartford	Connecticut Marketing Authority Regional Market	January 1, 2005 through December 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!

Peppy’s Points to Ponder...

Recipe for a Happy New Year.....Anonymous

Take 12 fine, full-grown months; see that these are thoroughly free from old memories of bitterness, rancor and hate.

Cleanse them completely from every clinging spite; pick off all specks of pettiness and littleness; in short, see that these months are freed from all the past—have them fresh and clean as when they first came from the great storehouse of Time.

Cut these months into 30/31 equal parts. Do not attempt to make up the whole batch at one time (so many persons spoil the entire lot this way) but prepare one day at a time.

Into each day put equal parts of faith, patience, courage, work (some people omit this ingredient and so spoil the flavor of the rest), hope, fidelity, liberality, kindness, rest (leaving this out is like leaving the oil out of the salad dressing—don’t do it), prayer, meditation, and one well-selected resolution.

Put in about one teaspoonful of good spirits, a dash of fun, a pinch of folly, a sprinkling of play, and a heaping cupful of good humor. This recipe should last the entire year. If not, simply create another batch as needed.



Come on WINners! 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 and watch for them to appear in future issues of WIN.



Ask Peppy!

Is there a directory published that lists the companies certified through the Set-Aside Program?

Barbara Moncevicus

Barbara,

Thanks so much for asking. Years ago, directories of certified vendors were printed and provided upon request. The problem with that is they would become outdated the moment a new vendor was certified or a certification expired. Plus there were associated paper, printing and mailing costs. Now you have several options available to you that give you access to the most current and up to date information about the companies currently certified through the Set-Aside Program.

Did you know you could get the most recent company certifications just by reading WIN? Simply go to the "Certification Central" column in each issue and look for the section called New Set-Aside Vendors (see example below)

New Set-Aside Vendors

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

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

Click on the link:

http://www.das.state.ct.us/Purchase/ePartners/ep_whats_new.asp#Vendors Once you do you will have access to the list of all the vendors who were certified in the past 7 days.

» Minority & Small Business Set-Aside Program

The Department of Administrative Services Business CONNECTIONS Division:

- Serves as primary liaison for small vendors seeking state procurement opportunities.
- Recruit and certify small, women, minority and disabled-owned businesses to participate in the Set-Aside Program.
- Assist Set-Aside contractors to secure state contracts
- Advocate for small Business Enterprises working within the state procurement process.

[Set-Aside Bids/RFP's](#) [Company Search](#) [New Certified Vendors](#)

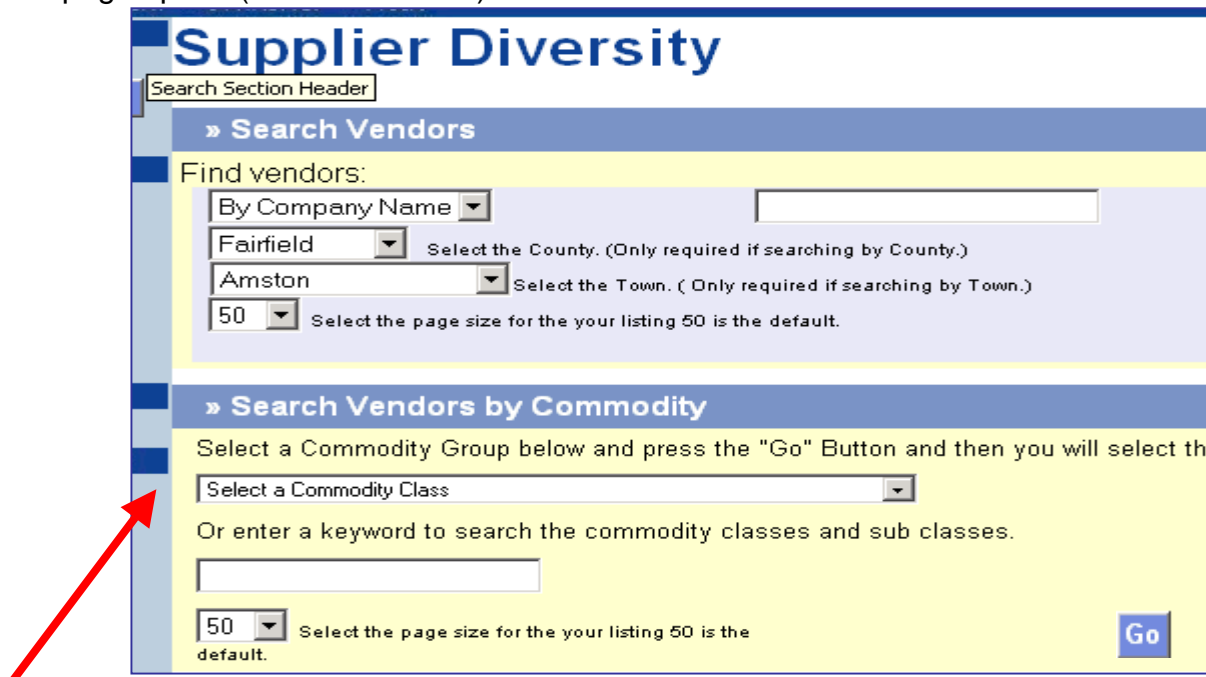
» Program Information

Note: You can access the same 7-day list from here on the Supplier Diversity web page.

To see a listing of all the other vendors who are certified, do a search on the Supplier Diversity section of our website. There are a number of ways to perform a search but for our example we are going to search by commodity code. From the Supplier Diversity web page, under the Minority & Small Business Set-Aside Program, you will see a link called Company Search. Click on it.



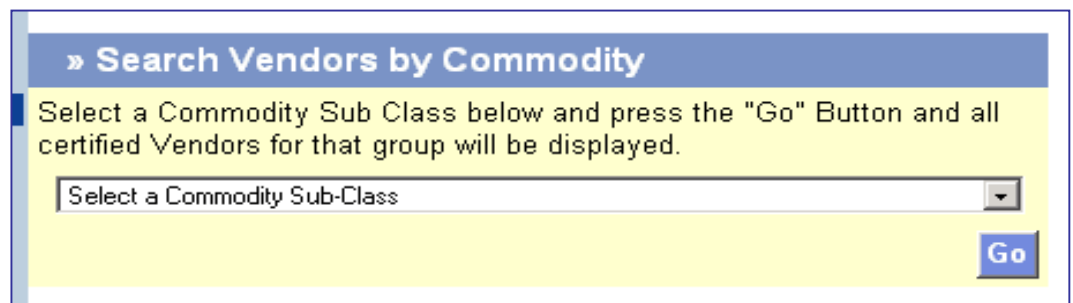
A new page opens (as shown below).



All you need to do is scroll down to "Search Vendors by Commodity". Use the drop down arrow to select your commodity and click on **Go**

On the next page, use the drop down arrow to select the subclass. This will narrow down your search. Click on

Go



A new page will appear that lists all the vendors who are certified under the selected commodity and sub-class you have chosen. Keep in mind that vendors whose certification has expired will appear in **RED**.

Hope this helps!

Peppy

Supplier Diversity					
» Set-Aside Vendors for Company Name = ""					
Click on ID number for more detail about the vendor					
Vendors Listed in RED have expired Certificate					
ID	Company	Products	Phone/Fax	Cert.	Expiration Date
12759	Advanced Environmental Interface, Inc. 8 Old Indian Trail Middletown, CT 06455 aeiinc@net.net http://www.advancedenviro.com	Owner-operated consulting firm assisting in regulatory compliance and waste management, site contamination investigations, real estate transfers, remediation strategies, and air quality assessments and planning.	P-(800) 349-3559 F-(800) 349-2280	SBE	Dec 31 2000
				SBE	Dec 31 2000
				SBE	Dec 31 1998
				SBE	Dec 31 1998
26248	Advanced Improvement & Const. Group 283 Franklin Avenue Hartford, CT 06114	General construction including: Painting, drywall, and flooring.	P-(800) 883-8078 F-(800) 208-3000	MBE Hispanic	Dec 31 2005
18342	Advanced Information Techniques LLC	Computer Consulting	P-(800) 673-7435 F-(800) 673-3254	MBE Asian	Dec 31 2004

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 and I will do my best to find the answer for you and post it in a future issue of WIN. And don't forget...you too can be the proud owner of a CT \$hops commemorative retractable badge holder just by submitting a question to me!



Barbara Moncevicus will be receiving **5 CT \$hops commemorative retractable name badge holders just for submitting a question to Peppy!** If you missed out on the article that was previously printed, click the link to read a recent article and find out the other ways can, too!

<http://www.das.state.ct.us/rfpdoc/WeHaveWays.doc>



Peppy's Toolbox



Click on the "toolbox" on the left to help yourself to any of the helpful "tools" (electronic forms) that are available to you. **Do you have "tools" that you would like to share to help others in their jobs? Send them in to peppy.procurement@po.state.ct.us**



Tech Talk with Ms. Bits n' Bytes

CTRL + H

Have you ever discovered a cool website and then forgot where it was when you wanted to go to it again? Want to check out the sites that your kids visited? Every time you visit a web site, your browser stores the site address (and all the pages visited on that site) in a history file. The next time you are in Internet Explorer or Netscape, check out this cool quick trick.

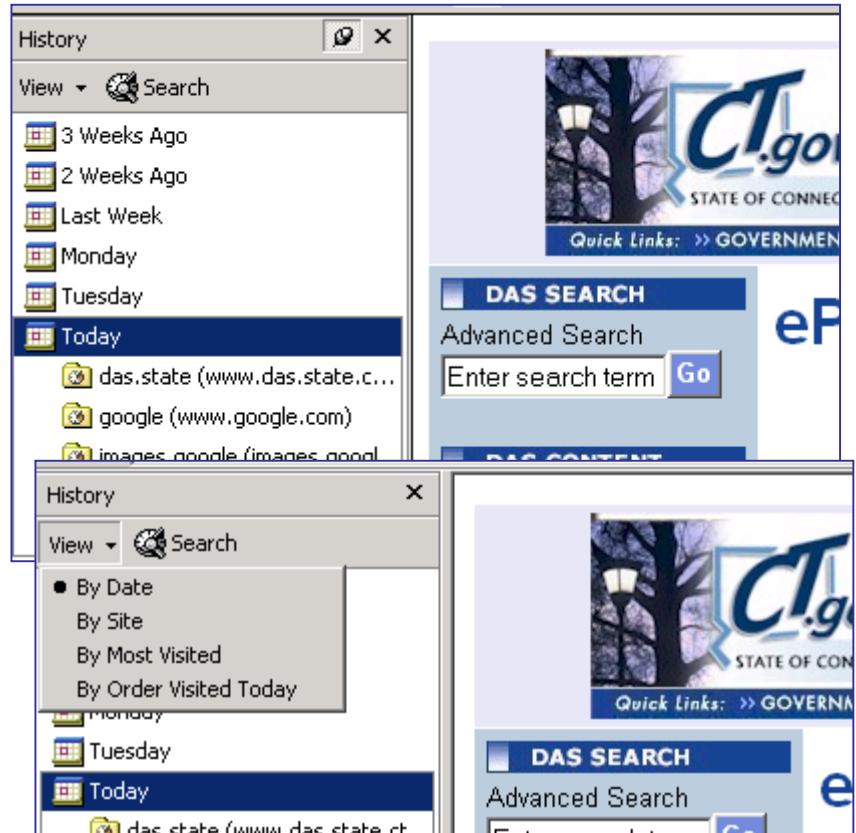
Hit **CTRL Key+ Letter H key** simultaneously.

A column on the left side of your screen will appear called History.

Choose how you would like to view your history (by day or week up to 3 weeks.)

You also have the option of how you would like to see your history file simply by using the drop down key next to View. You may choose by date, by site or by most visited.

We hope you like this little trick.



Have any tricks or tips that you would like to share with other readers? Do you have a computer question, problem or perhaps just something you would be interested in learning about? Send them to Maureen at the address below. Don't forget that if it appears in WIN, you will receive 5 CT \$shops 2004 Commemorative Name Badge Holders!

Don't forget to write to me if you have. You can email me at: maureen.blackburn@po.state.ct.us

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](#)

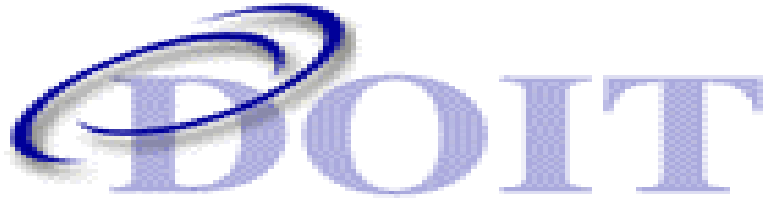
Getting Help Quickly And Easily



Click on the “Help” link below to access **ALL** the **Core-CT** help options that are available to you such as the Core-CT web site, current and past Daily Mail, help desk phone numbers, agency super users and more!

[Core-CT Help](#)

Department of Information Technology



Contracts & Purchasing Division Information

DOIT Contacts

- Click on the following hyperlink [DOITContacts](#) to jump to DOIT’s Information section 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.

Contact Us

If you would like to subscribe, or if know someone who may benefit by receiving the **WIN** newsletter, send an email to Teresa with the following information:



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

Email Teresa Dupont at teresa.dupont@po.state.ct.us or fax it to her at **860-622-2940**. Once the information is received, they will be added to the “**WIN**ner” 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>