



BuyLines

DEPARTMENT OF ADMINISTRATIVE SERVICES

OCTOBER 2011

Contracts

IT Contracts and DAS

DAS Taking Steps to Streamline, Automate State Contracting Process

As part of an effort led by Governor Dannel P. Malloy to make doing business with the state easier and more efficient, the Department of Administrative Services (DAS) announced that the agency’s contracting process has been streamlined and automated. Several “business friendly” improvements to the state contracting process were proposed by Governor Malloy, enacted into law this summer and became effective October 1.

Up until now, requirements for the state’s contracting process included obtaining affidavits, certifications and ethics forms from companies for every contract they were awarded.

This led to voluminous paper filings that added to the companies’ and the state’s administrative overhead. The new changes provide for electronic filing and for less frequent filing, depending on the form.

Donald DeFronzo, Commissioner of DAS, said these changes simplify and streamline the bidding and contracting process while maintaining the high level of integrity. It is anticipated that productivity gains resulting from these improvements will be significant for both the Vendor community and the state agency procurement staff.

Effective October 1, all of the affidavits, certifications and nondiscrimination forms are now obtained through a completely automated system where a company can upload the required documents, and the agencies can review these documents online. The DAS/Procurement Division hosts the automated system and staff have created vendor training documents and agency training documents. DAS is available to assist vendors and agencies with this newly automated process.

for instructions please see next page...



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Contracts Awarded over the last 14 Days

Click on the category to see the contract
Adobe Acrobat Required

10PSX0348 - Welding Equipment & Supplies

11PSX0029 - Purchase, Repair, Reconditioning of Athletic Equipment

11PSX0107 - Purchase and Rental of Refurbished and/or Pre-Owned Office Furniture

11PSX0122 - Pre-Printed and Single Color Reflective Sheeting for License Plate Production

11PSX0181 - Printing: State of Connecticut Title Certificates for DMV

11PSX0182 - Telecommunications Cost Recovery audit services.

11PSX0193 - Traffic Monitoring Equipment, Parts and Repairs for the DOT

11PSX0195 - Road Salt for Snow and Ice Control

11PSX0196 - Custodial Services for DDS -Wallingford

11PSX0198 - Custodial Services for the Department of Motor Vehicles Waterbury, CT office

11PSX0217 - Employee Assistance Program

11PSX0219 - PRINTING: CT 1040 and 1040 NR/PY Tax Booklets

11PSX0239 - OEM John Deere Replacement Parts, Engines and Labor

Business Friendly Continued

Here's a summary of how it all works:

First and foremost, any company wishing to do contracting work with the state must create a “BizNet” account – this is your entry key into uploading documents. Additionally, agency staff needing to review the receive and review the documents, must also have a “BizNet” account to gain access to the review screens. The link below allows you to create your account.

Create your BizNet account here

Secondly, companies participating in state contract opportunities need to read the Vendor Guide linked below for complete instructions on uploading the documents.

State Agencies evaluating bids or RFPs need to read the Agency Guide linked below for complete instructions on how to access and review the documents. It's important to note that since this system is new, it will take awhile to populate the database. Company uploaded document information will not be available until they respond to a recent solicitation and upload their documents. At that point in time, their information will be accessible and available for review online through the system; agencies soliciting their own bids/contracts should include provisions in their solicitations to ensure the prospective bidders have the information available on how to upload these documents.

Read the informational guides here

In the near future, DAS expects to begin work soon on a process to more fully automate the state contracting process by allowing for complete online bid responses. Agencies should contact DAS/Procurement at 860-713-5095 if they have any questions about this new process.

Consolidated IT Contracts and DAS

As you may be aware, as a result of the recent agency consolidations effective July 1, the IT purchasing team (formerly DOIT staff) have now become members of the DAS/Procurement Division. DAS is committed to an ongoing review of current processes and procedures and will update agencies if any IT related processes change. In the meantime, if questions arise about IT or Telecomm Contracts, Master Agreements, Product Schedule Updates, or new systems projects, please refer your inquiries to the following staff. They will be happy to assist you. Thanks for your support in channeling your inquiries to these individuals:

Name	Primary Commodities	E-Mail	Telephone
Marcie Wilson	Software, Networking, Maintenance, RFP's	Marcie.Wilson@ct.gov	860-713-5622
Tony Deluca	Copiers/Printers/Scanners; RFP development	Tony.Deluca@ct.gov	860-713-5070
Elizabeth Basso	Laptops, IT Professional Services, hardware maintenance, Data Processing Services, Computer Peripherals, RFP's	Elizabeth.Basso@ct.gov	860-713-5611
Kris Wohlgemuth	Telecommunications, Radios,RFP's	Kris.Wohlgemuth@ct.gov	860-713-5606
Daniel Melesko	Contract Management, Servers, and Hardware Contracts	Daniel.Melesko@ct.gov	860-713-5627

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DAS Procurement on FaceBook

Keeping up with technical trends is the way to go to maximize the distribution of information and show customers that you're in touch with 21st century technology. In that effort, DAS Procurement Bids and RFP's can now be

