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DAS Procurement Announces Addition of Microsoft Hardware Contracts

DAS Procurement is pleased to announce the new NASPO ValuePoint Cooperative Purchasing Organization Participating Addendum with Microsoft, Corp. for hardware, maintenance and support, and related services.

Microsoft has been added to contract [13PSX0280](#) which includes HP, Dell and Lenovo.

[Microsoft 13PSX0280-MNWNC-119](#) allows for the purchase of Microsoft Surface laptops and tablets including Surface Book, Surface Studio, Surface Hub, related peripherals, and related services.

As a reminder, printers are not included on these contracts.

Please reference the instructions posted on each of the contracts for detailed information

Questions may be directed to DAS Procurement Contract Analyst Marisol Rivera 860-713-5435 Marisol.Rivera@ct.gov

DAS Participates in Matchmaker Event - You should too!

Join us for the 9th annual CT Business Matchmaker! This high-energy event connects small businesses and contractors with large companies and agencies during a fast-paced series of 10-minute 1-on-1 interviews.



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Contracts Awarded over the last 14 Days

Click on the category to see the contract
Adobe Acrobat Required

18PSX0055 Grounds Maintenance & Landscaping Services - 34 Perimeter Road, Windsor Locks CT

17PSX0165 Insurance Broker Services for the DAS Master Insurance Program for CT Housing Authorities

17PSX0182 Sale and Removal of Scrap Aluminum Vehicle Registration (Marker Plates) and Misc. Scrap Metal

17PSX0211 Auto and Truck Body Repairs to State Owned Vehicles

17PSX0212 Inspection, Testing, Maintenance, Repairs and Purchase of Lightning Protection Systems

17PSX0246 Chains - Lifting, Tire and Transport Chains and Accessories.

18PSX0007 Custodial Services for DOT Facility located at 140 Pond Lily Ave, New Haven

17PSX0239 Purchase Repair and Reconditioning of Athletic Equipment

Don't forget DAS' Small and Minority Owned Companies

The DAS Supplier Diversity Program, also known as the Set-Aside Program, assists Connecticut Small And Minority Businesses (SBE/MBE) to identify business opportunities for improved economic growth. The Program is also charged with establishing and administering the process for certification of Connecticut SBE/MBE companies.

To Search our database of SBE/MBE companies, use this link: <https://biznet.ct.gov/SDSearch/SDSearch.aspx>

New Calculator Tool Paves over the Math for Bituminous State Contract

Spreadsheets, calculations, pricing sheets and pot holes.

It was a tremendous undertaking for Connecticut towns and municipalities staff to calculate the paving estimates when using the State of Connecticut Bituminous Contract put out by the Connecticut Department of Administrative Services (DAS).

The contract is available to all state agencies as well as all Connecticut towns and municipalities.

The new tool allows users to select the quantity, the town or towns involved in the paving projects and an extensive menu of services needed. The tool will generate an Excel spreadsheet with the pricing and vendors on the contract who can complete the project. To access the tool, you must have a BizNet account – a free account used to conduct DAS procurement business.

For more information on how to use the tool, contact DAS Procurement at 860-713-5095 and ask for Marisol or Marcie.

Instructions on Using the Lawn and Grounds Equipment Contract #17PSX0118

Recently, DAS Procurement awarded a new Lawn and Grounds Equipment contract. The contract sourcing team, led by DAS and comprised of sourcing team members from various state agencies is based on the most frequently purchased categories of equipment in the marketbasket, and includes options for discounts on other parts, equipment and accessories.

When selecting a vendor the client agency shall determine which of the five categories of lawn and grounds equipment they are ordering from.

The categories are as follows:

1. Commercial Lawn Mowers
2. Various Hand Held Equipment
3. Snow Equipment
4. Utility Tractors
5. Blowers, Vacuums, and Sweepers

There is one contractor awarded for each category except for category three and four. In these categories there are two vendors. DAS recommends that contractor selection for purchase orders consider who was awarded the line item and the lowest qualifying responsible solution. However, client agencies are responsible for selecting contractors based on their independent business need that may incorporate scope of work, geographic location, supplier diversity goals, and/or contractor availability.

Please contact Michael Baczewski, Contract Specialist, at 860-713-5169 with any questions pertaining to usage of **17PSX0118**.

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Is your head in the Clouds? Software as a Service (SAAS), Infrastructure as a Services (IAAS) and Platform as a Service (PAAS)

ALL purchases for cloud/third party/hosted services require CIO pre-approval or your project could face significant delays.

Sale initiatives for Microsoft cloud products and services have increased aggressively; Agencies must be cognizant of the requirements.

Know your data and be prepared to defend your data protection strategy!

The Microsoft master contract is only a framework for using their cloud based services, measure your risk carefully.

The following are policies and regulations put in place to govern IT projects:

- Approval criteria for the use of third-party/cloud hosted services and solutions is outlined in the BEST Agency Communication Bulletin No. 2015-13
- Request for Approval of Cloud Services Q & A template
- Executive Order No. 61, OPM policy for Management of State Information Technology Projects
- Public Act 15-142; Data Security and Agency effectiveness

Follow these guidelines and you'll have nothing to regret!

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Agency Procedures to Request Permission to use a GSA or Cooperative Contract

In certain circumstances, the Department of Administrative Services/Procurement Division (“DAS”), through CGS 4a-66(b) and CGS 4a-53(b), may approve agency use of certain federal General Service Administration (“GSA”) contracts and/or other government or Cooperative contracts, but only when a state contract does not exist for the goods or services. In making such requests to DAS, the agency must provide written details about the GSA or Cooperative contract they are interested in utilizing (i.e., Contract #, description, Vendor, costs, etc.), the justification of utilizing the GSA or Cooperative contract, the rationale as to why the needs cannot be bid separately, and any savings or other benefits that would be achieved by using that GSA or Cooperative contract.

This information along with any pertinent attachments/documentation should be sent via email directly to the appropriate DAS Contract Specialist who will conduct due diligence with the agency surrounding the needs (i.e., review of contract, analysis of costs, and other factors). After conducting such due diligence, the Contract Specialist will email the DAS Procurement Director due diligence findings and the DAS Procurement Director will respond in writing to the agency with rejection or approval of the request.

Please note, for Information Technology or Telecommunications products or services (“IT”), the above described approval process is the same; however, after the agency receives approval from DAS/Procurement the agency must submit an ITD-10 requisition through Core-CT (e-Pro) as IT procurements additionally require review and approval from the DAS/Bureau of Enterprise Systems and Technology (“BEST”) IT Architecture and Standards area. After BEST’s approval, the ITD-10 requisition can be sourced to a purchase order.

When approval for use of a GSA or Cooperative contract is granted by DAS, in Core-CT the new translate value of CGS 4a-66(b) or 4a-53(b) is located in the line details page for e-Procurement Requisitions and Purchase Orders. The GSA or Cooperative contract number should be input into the line comments. For audit purposes a copy of the DAS/Procurement written approval should be attached to the line comments for the first line of the ITD-10 or the purchase order.

In the event that the approved purchase needs to be increased in quantity or services to be provided, additional documentation must be submitted to DAS for approval prior to the agency giving authorization to the vendor to provide such increased goods/services.