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DEPARTMENT OF ADMINISTRATIVE SERVICES

OCTOBER 2019

DAS Procurement Summit is a Success!

DAS Summit 2019

Snow Removal

Food Contract

Contracts Awarded



It was a great turnout for the 2019 CT Municipal and State Procurement Summit held at the Connecticut Convention Center in September.

The Summit was a unique opportunity for municipal and state agency employees to learn procurement educational opportunities being offered by DAS, plus a State Contract Vendor Expo. The attendees had the option to attend several educational sessions, as well as visit the vendor booths to learn more about their product/service offerings.

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DAS Procurement Director Carol Wilson

DAS Procurement Director Carol Wilson, DAS Commissioner a Josh Geballe and Governor Ned Lamont were all on hand to kick off the event.

DAS Procurement Director opened the summit, “I have a favorite quote that I share with my staff regularly, and want to share it with you today. ‘Things aren’t always made better because of change, but they never get better without it!’ Today is a great opportunity to get together with our common challenges, and find new ways to innovate, share ideas for creating new efficiencies and embrace the changes that we’re all facing as we strive for continuous improvement.”

DAS Commissioner Josh Geballe said that there is always more to do and improve, and implied that there could be more IT improvements coming to state procurement in the future. “With the right technology and the right people in place, we can spend fewer procurement dollars and get more for our purchasing power and save taxpayer money.”

Governor Lamont was impressed with the turnout and noted that other states were in attendance. “I see representatives from Massachusetts and Rhode Island are here to learn how we do business and I understand we partner with these state on some contracts. If we can regionalize some administrative function to save money, why not?”

The keynote speaker was Matt Havens who has worked in various leadership roles at a Fortune 50 company in areas as diverse as marketing, employee retention, and management. He has crafted multiple keynote presentations to address some of the most pressing issues today’s businesses face. His two part presentation included; Stop Acting Your Age! An Entertaining Keynote to Help You Avoid Generational Warfare and You’re Not an Acronym – A Practical Approach To Leadership.

The overall theme of the speech was about leadership, your style, your people and your purpose while having a little fun at the expense of personality



DAS Commissioner Josh Geballe



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Governor Ned Lamont

measuring tools like Myers Briggs and addressing the differences between the multiple generations now working together in today’s workforce.

Attendees had the opportunity to attend six educational seminars after keynote speaker presentation:

Digital Transformation in State Government

Guests learned about the guiding principles that will be used for digital service delivery in the state of Connecticut. The seminar explored and defined the collaborative digital service model to state government and a clearer understanding of the critical role of procurement with new digital technology.

Reaching New Limits

DAS Procurement Director Carol Wilson and representatives from Amazon Business Services shared important information surrounding changes to General Letter 71 (non contract spend delegations) and useful tools from Amazon Business Services to address non-contract spend needs.

Statement of Work - Getting results on time and within budget

Attendees learned the essential elements of a Statement of Work and identify best practices for developing a Statement that will assist in accomplishing project objectives on time and within budget.

Microsoft 365

Participants learned about the new enterprise wide negotiated agreement with Microsoft and ways Microsoft 365 will modernize state government and increase efficiencies across all agencies.

Contract Administration: Ensuring Success Past Award

This session focused on the post-award contract administration phase. The importance of effective contract administration was discussed, including the role of the procurement professional.

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Notes:

DAS went completely paperless for this event with a fully integrated “Guidebook” phone app for all conference schedules, interactions, surveys, etc.

This year’s theme was “Partnering for Change.”

The total headcount was up to 800. State and Municipal attendees were around 350-375. DAS Staff about 50. Vendor participation was at 375 representing 169 companies.

While DAS hosted 6 educational breakout sessions, DAS had 169 companies on state contract sharing their innovative solutions and services.

Resource tables from over a dozen state and nonprofit organizations to assist state and municipal attendees with program offerings (NASPO, NASPO ValuePoint, DEEP, OPM/Stars, Correctional Enterprises, PTAC, DAS/Procurement, DAS/Office of School Construction and Grants and more!)

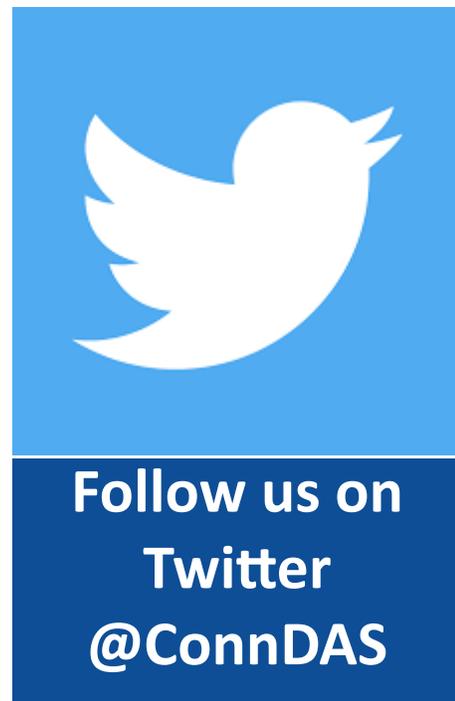
Many professional opportunities to network with procurement peers at the state and municipal level, and make a new connection. Allowing us to share our ideas, and learn more about DAS and state programs and services.

Procurement and Municipalities Unite

Finally, DAS Procurement led a panel discussion with representatives from the Town of Bloomfield, Town of Glastonbury, Town of North Branford and DAS Procurement Program staff. Municipal and state personnel discussed their current collaborative experiences with state contracts and procurement programs.

“We felt these six topics would be the most educational for our group of attendees,” said Wilson.

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We will see you next year!

Improving Results through Collaboration: A recap of the 2019 Snow Removal Service Contracting Cycle

In 2019, DAS Procurement and client agencies continued to build on efforts from the previous year's contracting cycle to make site specific snow removal service contracts not only more efficient but more effective.

Because snow removal services are mission critical to protecting the life and safety of agencies' clientele and the general public, working together is a prerequisite for annual contracting success and continuity of service delivery during the winter months.

Through proactive collaboration DAS worked to identify and mitigate risks for client agencies.

"Mike Baczewski was instrumental in working with us to revise contract specifications for our snow removal contract which added enhancements to improve the services and increased accountability by requiring vendors to submit snow accumulation data totals through a third party. The end result was a contract that better met the DMV's needs and eliminated any ambiguities." – Abby Lawson, DMV

"What is important for agencies to understand is that the Contract Specialist is a partner not only during the initial procurement process but remains so after the contract is awarded – to provide guidance and support during the entire contract term. Each new contracting cycle allows an opportunity to work with agencies to better meet their ever changing business needs and to deliver more efficient and effective public services." Mike Baczewski, DAS Procurement

Any questions pertaining to site specific snow removal service contracts can be directed to Mike Baczewski, Contract Specialist (860) 713-5169 | michael.baczewski@ct.gov

Building Automation System Upgrade Contract

Department of Administrative Services has awarded contract number **19PSX0195** Building Automation System Upgrade for DAS Facilities property located at 505 Hudson Street, Hartford, CT. The awarded contractor is Trane U.S., Inc. This contract is to provide and install the BAS Panels, Communication Bridges, Site Licenses, Routers and Graphics. The project started September 12, 2019 and is estimated to take three months to complete.

New Ingredient to Food Contract

Starting November 1, 2019, Hartford Provision Company (HPC) will be the new food distribution provider for the Department of Correction, Veterans Home, Connecticut Valley Hospital and other using agencies.

The new contract number is **19PSX0056** and is estimated to save the agencies \$2.3 million.

The following is the new contract pricing, discounts and incentives offered:

- 5.2% Cost plus percentage Mark Up: All Categories
- 2.5% Mark-Up percentage from the third party invoice – Administrative fee to process drop shipments for Opportunity Buys
- Prompt Payment: 1% discount off invoice paid within 15 days of receipt.
- Brand Incentive: 0.0075%

HPC and Sysco Connecticut are working with agency food service personnel to begin the transition. Each agency shall work individually with HPC to address their needs, please contact Roger Siering rsiering@hpcfcs.com and/or Jeff Cappello jcappello@hpcfcs.com to begin the transition process.

Sysco CT has been a long standing vendor of the State, and we appreciate the customer service and dedication Sysco CT and its representatives provided our agencies throughout the years.

Portable Toilet Contract 19PSX0182

The rental of portable toilets is available for all using State Agencies and Political Subdivisions: Contract 19PSX0182. There are regular units as well as ADA compliant handicapped accessible units available. Additional units are also available with built in sinks and hand sanitizer and service options.

For more information contact Pam Anderson at pamela.anderson@ct.gov or (860) 713-5088.

Contracts Awarded over the last 14 Days

*Click on the category to see the contract
Adobe Acrobat Required*

19PSX0125 Snow Removal Services for DMV

19PSX0203 Pre-fabricated Steel Buildings and
Cold Storage Roofing Structures

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>