



Contracts

BizNet Sunset

Trade Labor Contract

Agencies Go Green

## ***DAS Procurement and Office of Policy and Management work together***

The recording of our February 24, 2021 training session, OPM and DAS Present: *Understanding State Procurement Authorities and Processes*, is now available on OPM's website.

We have also published questions and answers from the session, available here, and at the bottom of the same web page.

If you have not already, we would be grateful if you could fill out our survey and provide us with feedback on the training session.

Thank you again for joining us and we look forward to continuing our work together to improve state procurement processes.

## ***Employee Assistance Program Contract***

Employee Assistance Program (EAP) services contract #15PSX0203 for State Agencies and Political Subdivisions will expire on April 30, 2021.

DAS issued a new solicitation to replace this contract and has awarded contract #20PSX0123, which will go into effect on May 1, 2021.

State agencies and political subdivisions are strongly encouraged to review the new contract documents and guidelines to select a contractor for their program prior to the expiration date of the existing contract.

The following is a link to the contract information and documents which are available on the CTsource contract board: <https://webprocure.perfect.com/wp-web-public/#/contractboard/contracts/1717?customerid=51>

If you have any questions, you can direct them to [Lynn.Peccerillo@ct.gov](mailto:Lynn.Peccerillo@ct.gov)

▶ ***Bid Notice Postings***

▶ ***Contact Us***



# ***BizNet State Contracting Portal Sunset***

The BizNet State Contracting Portal will sunset April 1, 2021. CTsource credentials were established and distributed in early February and users encouraged to begin posting in CTsource. On April 1, 2021, new solicitation creation in the BizNet State Contracting Portal will be discontinued. All new solicitations must be established in CTsource. Please start to transition to CTsource immediately, if you have not done so already.



Existing solicitations with a due date after April 1st will remain available and workable in the BizNet. We will continue to monitor the BizNet Portal and phase out additional access as existing solicitations expire.

## ***Trade Labor Contract - Check it out***

As a reminder, the new Trade Labor Services Contract (19PSX0002) has over 80 Certified Small Business contractors and with over 30 available services. Services include Heating & Air Conditioning, Restoration Services, Duct Cleaning, Roofing, Electrical, General Contracting, Window Cleaning and much more.

The Trade Labor Contract is for, emergency and normal repair work, project work and now preventive maintenance work. On the previous trade labor contract maintenance work was not allowed and required their own contracts. The new trade labor contract now allows for scheduled maintenance work for equipment such as your HVAC systems. All that is required is a statement of work to be completed and a minimum of three contractor's quotes. (See attachment 2 of the contract)

The contract has also been modified for project work. Project work will also require a statement of work to be completed and a minimum of three contractor's quotes. It allows for subcontracting of trades not listed on the contract and has restrictions not allowing contractors from making up subcontractors costs.

Overall, the new trade labor contract will provide more flexibility, and lower costs on materials and labor.

Detailed Instructions are provided on the State Contracting Portal to assist you in the use of the contract.

For questions please contact Janet DelGreco Olson at [janet.delgreco@ct.gov](mailto:janet.delgreco@ct.gov).

## **Contracts Awarded over the last 14 Days**

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

CTsource is a secure, web-based statewide eProcurement system implemented by the State of Connecticut with its partner, Perfect Commerce LLC (a PROACTIS Company), using their WebProcure application to streamline how companies do business with the State.

CTsource is a one-stop shop to register, manage, search, view and respond to all solicitation and contract-related activities that DAS Procurement and DAS Construction Services are tasked with. Once registered with CTsource, suppliers are able to maintain and manage their profile which includes modifying contact persons, business address, email addresses and much more.

Additionally, suppliers will be required to select the UNSPSC code(s) that best applies to their organization's business in order to receive automated email invitations notifying them of solicitation opportunities!

## **DAS State Supplier Diversity Program**

The DAS State Supplier Diversity program targets at least 25% of the state's business be transacted with small businesses including those owned by minorities, women and the disabled. To participate, fill out an application with the Department of Administrative Services. Once certified, you can bid on contracts covered by the program as well as all other state contracts.

[Learn more about the State Supplier Diversity program by visiting our webpage.](#)

## **IT Vendor Managed Services Contract Extended**

The Contract Award 14PSX0338 for Information Technology Vendor Managed Services with Covendis has been extended one year through August 31, 2022! This is the last extension - this contract will be re-solicited in the very near future.

Did you know: This contract provided over \$5 million dollars to Connecticut-based small and minority businesses last quarter alone! There are 24 state agencies actively using this contract. Covendis has 48 suppliers in their network to respond to the agencies' consulting needs.

Additionally, the recently developed reporting tool in the STARS financial reporting system allows agencies to view the second tier spend on this contract. State agencies utilizing the CORE financial system can log in and check out this new reporting tool.

Please take a moment to complete the following survey. This is your chance to provide your feedback!  
Covendis Vendor Managed Service Provider survey: <https://www.surveymonkey.com/r/ClientFeedback2021>

# How to “go green” and save money

Did you know your agency has a plan to reduce its electric costs, its greenhouse gas emissions, water use and waste generation? With Governor Lamont’s Executive Order #1, all Executive Branch agencies have sustainability goals they need to meet by 2030. We call it the Connecticut GreenerGov initiative.

How far along is your agency in going green? Check out your agency’s Sustainability Performance Plan.

## How do your Fiscal and Facilities teams help save money on electricity?

Accounting and facilities management teams are vital to help the state successfully save money and reduce its environmental footprint. One of our biggest impacts, and costs, comes from the electricity we use in state buildings.

**1. Help enroll your accounts in our 3rd party electric supply program.** DAS and DEEP work together to aggregate all the state’s electric accounts and use the 19PSX0097 contract to take advantage of a 3rd party supply rate that saves money on the state’s Eversource and United Illuminating electric accounts; it is billed directly on your electricity bills. **Each year, this competitive supply contract saves an average of \$4 million on state accounts, compared to the utilities’ standard rates.**

DEEP can only enroll new accounts for this savings if agencies tell DEEP about them!

To make sure you are enrolled in this 3rd party savings rate, please:

1. Check your Eversource and UI invoices and make sure they show Supplier is Direct Energy Business (the current 3rd party supplier).
2. If Electric Supplier is listed as Eversource or United Illuminating, please email a scanned copy of the entire electricity invoice to Nancy.Dittes@ct.gov
3. If you have a new building or electric account, please notify your agency’s DEEP EnergyCAP Liaison. (If you’re not sure who that is, email leadbyexample@ct.gov)

**2. Keep your agency’s utility invoices up to date in Bill CAPture/EnergyCAP.** Executive Order 1 requires agencies to report their energy, water and waste data to DEEP in order to track the costs, environmental impacts and progress towards the 2030 targets. Without the data, the state can’t accurately measure savings or prioritize funding and projects. DEEP has successfully worked with Eversource and UI to automate this uploading process for electric and natural gas accounts that DEEP knows about, but DEEP needs ongoing agency help to collect water, delivered heating fuels, and waste information in its central database. Need assistance with this? Contact your DEEP EnergyCAP Liaison or leadbyexample@ct.gov.

**3. Talk to your Senior Sustainability Officer about project opportunities within your agency and facility.** The GreenerGov initiative is auditing dozens of state buildings to identify opportunities for energy efficiency retrofits, and is rolling out a pilot program for solar projects on state facilities financed by the Connecticut Green Bank. Wondering how your agency’s facilities can take advantage of these programs and save money on electricity, or have an idea for improved sustainability? Contact your Senior Sustainability Officer (SSO). SSOs oversee each agency’s participation and compliance with GreenerGov

## Get in Touch

DEEP EnergyCAP Liaisons are listed below. A liaison has been assigned to each agency and actively works with the agency procurement, facilities, and financial management staff. Please contact us with any questions or sustainability ideas:

**Nancy.Dittes@ct.gov, Rose.Croog@ct.gov, Ryan.Ensling@ct.gov, leadbyexample@ct.gov**

## National Procurement Month – March, 2021

It's March, and that means it is time to celebrate the purchasing profession! This month, we take time to thank those in public purchasing and especially our customers, who include thousands of buyers, purchasing agents and procurement professionals. Thank you for doing all that you do for your organizations and the public taxpayers.

Are you following the Department of Administrative Services on social media?

If you're curious about DAS, follow us on these social media sites:

