

# BuyLines

DEPARTMENT OF ADMINISTRATIVE SERVICES JANUARY 2020

## DAS Procurement issues its annual Briefing Book

2019 goes down for DAS Procurement as a year of continuous improvement with a significant focus on the future state of improved, effective technology solutions to support our work, leaner processes and increased customer outreach.

The DAS Procurement Briefing Book is an annual report highlighting DAS Procurement's strategy and successes for 2019, as well as the strategic business plan for 2020.

### Some highlights include:

2019 Municipal and State Procurement Summit in September - Partnering for Change! The event was completely paperless and utilized innovative technology to share the agenda, presenter bio's, interactions, event challenges and event photos. Attendance exceeded expectations with 700+ attendees. Breakout sessions focused on pertinent procurement topics and related topics of interest and the event also included a Supplier Expo.

Rolled-out Amazon Business Services in conjunction with the General Letter 71 changes creating cost savings opportunities of 10-20%, efficiencies through automation and providing more visibility to the non-contract spend.

Teamed with the OPM STARs data analytics team to roll out a complete set of procurement business intelligence tools to our contracting staff, enabling DAS Procurement staff to have more visibility into the usage of state contracts and position us to better leverage our buying/negotiating power and create new cost savings opportunities.

DAS Procurement partnered with the DAS Digital Transformation Team to initiate and execute "Business One Stop" contracts by conducting the procurement processes in an agile manner. This new approach reduced the state's typical 12-18-month timeline for large IT procurements to only 4 months.

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*DEEP Mowing*

*Sand Barrels*

*Document Imaging*

*Frontier*

*Contracts*

*Matchmaker*

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Additionally, the goal of these contracts is to build the technology to make the process of opening a business in the state easy for all - from the most experienced business owner to the first-time entrepreneur.

Other highlights to the Briefing Book include a customer satisfaction survey and the Strategic Business Plan for 2020.

**Some statistics in the briefing book include:**

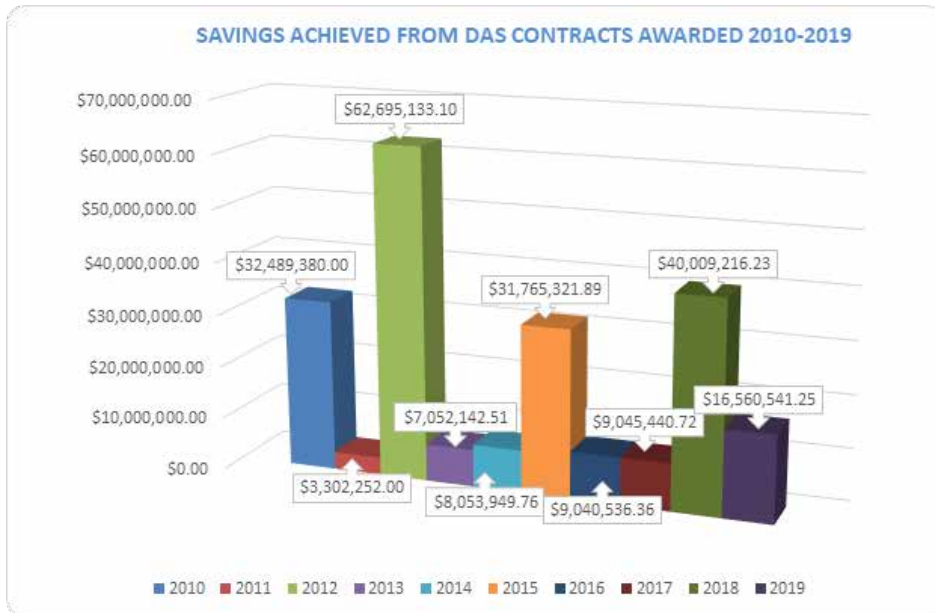
DAS Procurement hosted nine reverse auctions. An online bidding scenario where contractors compete online in an effort to outbid one another and drive down prices. An IT reverse auction saved the State of Connecticut \$1.4 million or 52% compared to the last time this bid went out to the public.

Each year the State of Connecticut receives a rebate from JP Morgan Chase Bank based on the annual charge volume generated by the State Purchasing Card (P-Card) Program contract. Users consist of state agencies, higher education, municipalities, municipal schools, and non-profits, all using this credit card program to make business purchases and ultimately earn money back in the form of a rebate. This year's rebate check was for \$1.4 million.



The Procurement staff aggressively pursue cost savings opportunities and have achieved significant cost reductions in their executed contracts over the past years through strategic approaches to each procurement.

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DAS Procurement Director Carol Wilson said, “2019 was a year of challenge and changes, and we will continue to face new challenges in the year ahead. With the introduction of new sourcing tools and technologies, new strategic approaches to our work, and other initiatives to make our processes more efficient, we anticipate more great results to support Connecticut’s growth and drive innovation.” [Read the 2019 DAS Briefing Book](#)

## Mowing and Herbiciding for DEEP

**19PSX0200** – This contract covers the requirements of the Department of Energy and Environmental Protection (DEEP) for Phragmites Mowing and Herbiciding. Contractor shall perform these services as directed by authorized DEEP personnel. Contractor shall mow with DEEP-approved low ground pressure equipment and use DEEP-approved ground application herbicide to control Phragmites. This contract has been awarded to All Habitat, LLC, a small minority business with a contract term from January 1, 2020 through December 31, 2025.

## Recently Awarded Contracts

Contract **19PSX0222** has been awarded to Coinmach Corporation d.b.a. Mac-Gray Services, LLC for the rental and maintenance of new and/or refurbished commercial grade non-metered laundry equipment. The contract is available for All Using State Agencies and Political Subdivisions.

Contract **19PSX0239** has been awarded to Sonepar Distribution of New England d.b.a. Northeast Electrical Distributors for Electrical Supplies. The contract is available for All Using State Agencies and Political Subdivisions.

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## Attenuation Parts and Sand Barrels

Earlier last year it was brought to Procurement's attention that there could be potential safety hazards with the product lines offered on Contract Award **18PSX0187**.

The concern was the lift system needs two to three workers to hold very small clips up against the barrel while the loader is instructed to raise until it has tension on the cables. Because the barrels are used in sections of very busy highway locations it can be extremely dangerous for those working on replacing the damaged ones. Most of the barrels are often replaced at night in the dark while high speed traffic is present. The clips for these barrels are not that large and a concern with those workers in the installation process.

DAS, with the assistance of DOT, prepared a supplemental bid for Big Sandy and Crashgard products to be added to this award. The Big Sandy system would allow at least four barrels in the back of a truck whereas the current contract award products only two barrels could be on the back of a truck as it took two to three workers in the back of the truck to hold the clips in place.

Supplemental bid 19PSX269 has been awarded and rolled into Contract Award **18PSX0187**.

For questions regarding this contract please contact Janet DelGreco Olson, Contract Specialist at [janet.delgreco@ct.gov](mailto:janet.delgreco@ct.gov)

## Document Imaging Services

**19PSX0006** for Document Imaging Services is for all using state agencies that need to convert paper into electronic files. All vendors offer multiple services so agencies should only need to work with one vendor for all paper to electronic conversion needs.

This contract combines several contracts into one multiple vendor contract covering data entry, paper to digital, copying, scanning, indexing, including oversize documents. Services include coding and creating OCR electronic files from PDF documents.

## Frontier Communication Services

There has been many media outlets reporting of an anticipated March 2020 bankruptcy filing for Frontier Communications. DAS has not been contacted by Frontier and will continue to use any existing contracts for telephone and broadband services until we hear otherwise. As soon as official information is available, DAS will communicate the information to our customers.

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# State Contracts Issued over the last 14 Days

Click on the category to see the contract

Adobe Acrobat Required

**19PSX0277** OEM Parts and Service for Volvo Heavy Equipment

**19PSX0214** On-Call Services for Vehicular Emissions Reduction Programs for the Connecticut Department of Energy & Environmental Protection

**19PSX0268** Cafeteria Operations at the State Office Building

**19PSX0190** Surveying Equipment

**19PSX0164** Professional Consulting and Inspection Services for DEEP

## 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.

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# 2020 Business Matchmaker Event - SAVE THE DATE

## CT BUSINESS MATCHMAKER



### Prime Companies & Agencies

**Location:** University of Hartford

Make new connections with small businesses and contractors during a series of 10-minute 1-on-1 interviews. Open to any company or government agency that subcontracts products and services.

**Prime Registration opens January 8th at [hartford.edu/matchmaker](http://hartford.edu/matchmaker).**

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