

# BuyLines

DEPARTMENT OF ADMINISTRATIVE SERVICES JANUARY 2020

## ***A Message from DAS Procurement Director Carol Wilson...***

**CTsource Training**

**BizNet Links**

**Contracts**

**EPP Webinars**

Happy New Year to all of you! It is hard to believe that 2020 has left us and we are greeting a new year already. Like you, the DAS Procurement team faced many challenges in 2020. The pandemic quickly had us working from home, sourcing PPE (around the clock, and around the globe) and other needed supplies, equipment and services to support the state's pandemic response. We are now feeling like we're "old pro's" at working from home and remaining productive! Although I believe the technology tools, we are all using to communicate and work remotely are with us to stay and will help us remain productive and efficient, we all look forward to the day when we can see each other again, face-to-face instead of screen-to-screen. That day will come!

I would be remiss if I didn't mention we had four of our dedicated contracting staff retire in 2020 (Jean Del Greco, Teresa Dupont, Joe Giliberto and Linda LoSchiavo) and we fondly remember another dedicated staff member who unexpectedly passed away this past summer Rob Zalucki. I appreciate each one of them and their contributions to procurement over many years of service.

2021 brings us more change, and good change! Last August DAS/Procurement and DAS/Construction Services went live on CTsource, the new State Contracting Portal.

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## ***Important Contract Update Walk-in Building Supplies and Related Materials***

Please see below for updated guidelines for All Using Agencies to procure Lumber and Building Supplies under [Contract Award #16PSX0137](#).

To receive preferred pricing discounts on purchases, use your PRO-XTRA Account Number (860)713-5072 and check out at any register in any store.

For additional savings for volume pricing program – with a minimum order of \$1,000 may apply using PRO-XTRA Account Number (860)713-5072 and check out at The Home Depot Pro Desks. *more...*

**▶ Bid Notice Postings**

**▶ Contact Us**

## Message from Carol Wilson...

This month we are onboarding all of you and rolling out the new technology through virtual training sessions. Our team is very excited about the additional new tools this sourcing system brings to us and we cannot wait to have you all using it soon! You will find that CTsource will automate your GL-71 and master agreement “quote getting”, allow you to post solicitations and contracts in a more efficient manner, experience better search functionality when looking for state contracts, benefit from vast reporting capabilities and many other new features. Please take advantage of the system and its better functionality. While we have allowed Biznet (the previous state contracting portal) to run in parallel, eventually we will sunset that system.

Finally, as many of you may already know, I am planning to retire in March. I’ve worked with many of you for nearly 24 years now and have the greatest respect for you as well as good memories of projects we worked on together. I fully enjoyed helping you solve your procurement challenges and will miss you all. It is my hope that you all continue to reap success and I am confident that DAS Procurement will provide you with great leadership and new innovations! Perhaps our paths will cross again! In the meantime, I am here and committed to your needs until my retirement, do not hesitate to call on me or our team as needed.

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## DAS Procurement is continuing it’s education of CTsource



DAS Procurement is continuing its Phase 2 roll out of CTsource with three upcoming training sessions.

To maximize your learning experience, we recommend that users fully complete each training in the following order.

<u>Date</u>	<u>Time</u>	<u>Topics Covered</u>
January 4, 2021	Available Online	Training Session 1: Login, Navigation and User Setup
January 20, 2021	9am – 1pm	Training Session 2: Solicitations- Posting, Managing and Evaluating
January 27, 2021	9am – 1pm	Training Session 3: Contracts- Utilizing and Management Functionality

Click the link below to register today:

REMINDER: CTsource Training Registration (Jan 20 & 27)

*more...*

## ***BizNet Lingerin*** ***Links***

In February 2018 there was an update to BizNet and an extra layer of security was added.

This resulted in a change to BizNet link configuration.

We still receive the occasional email asking why the BizNet link isn't working correctly. It's always as an old link that hasn't been updated. There are redirect functions running in the background, but they don't always work correctly.

Previously, BizNet addresses had this configuration:  
<http://www.biznet.ct.gov> (then the rest of the web address)

The new configuration is:  
<https://biznet.ct.gov>

Note there is an "s" after the "http" AND the "www" has been removed from the address.

We are asking everyone to review their BizNet links both on their agency websites as well as update links within any documents/PDFs that are currently being circulated.

Not everyone has BizNet links associated with their web pages, so please review your page content and review/edit as needed.

## ***Check out CTsource for all state contract information***

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 apply to their organization's business in order to receive automated email invitations notifying them of solicitation opportunities!

## ***State Supplier Diversity Certifications Issued over the last 14 Days***

The State's 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.

[Use this link to visit the DAS State Supplier Diversity program website.](#)

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# EPP Webinars

NERC is a multi-state non-profit organization whose programs emphasize source reduction, reuse, recycling, composting, environmentally preferable purchasing (EPP), and decreasing the toxicity of the solid waste stream in the 11-state region comprised of Connecticut, Delaware, Maine, Massachusetts, New Hampshire, New Jersey, New York, Maryland, Pennsylvania, Rhode Island, and Vermont.

They offer a number of informative webinars. See below for registration links.

- Depackaging & Commercial Composting – An Integrated System for Organics Recycling, January 20, 2 pm eastern — [Register here](#)
- Driving Recycling Markets — Introduction to the Government Recycling Demand Champion Program, January 27, 2 pm eastern — [Register here](#)
- Recycling Markets in 2021, January 28, 2 pm eastern - [Register here](#)
- Strategies for Collecting Residential Food Waste – February 3, 2 pm eastern — [Register here](#)

The DAS Environmentally preferable purchasing program with state of Connecticut is established to promote sustainability in purchases made by State.

Sustainable purchases are made by procuring products or services that have a lesser or reduced effect on human health, environment and society when compared with competing products or services serving a similar purpose.

[Learn more about DAS' EPP Program here](#)

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