

# BuyLines

DEPARTMENT OF ADMINISTRATIVE SERVICES

NOVEMBER 2015

State Contracts

Iron Mountain

Minority Business

## Special Edition: DAS Procurement Training Event



*DAS Procurement Staff pose for a group photo at the Goodwin College training event.*

On Friday, November 13, the Department of Administrative Services Procurement office provided a professional development training event for state agencies to instill essential knowledge and improve the state's contracting processes.

The training sessions included a full spectrum of classes: Procurement 101, Drafting Legal Scope, Information Technology Purchasing, P-Card 101, State Surplus Basics and Office Supply Contract ordering and Janitorial MRO Contract.

The event kicked off with opening remarks from Department of Administrative Services Commissioner Melody Currey and DAS Procurement Director Carol Wilson.

Commissioner Currey congratulated the DAS Procurement team on the event and informed state agency procurement members in attendance that they were in good hands when it came to the amount of knowledge the DAS Procurement team has and to take advantage of today's training.

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“Two years ago this event was an idea I posed to my staff,” said DAS Procurement Director Carol Wilson. “Last year was the first time we ran the event and we had positive feedback from everyone who attended. We were also asked if we were going to do it again. Here we are today at our second annual event and there continues to be a need for education and training along with positive feedback for these types of training events from our state agency procurement personnel.”

Also invited for opening remarks were Chief Procurement Officer Julia Marquis, and Executive Director David Guay of the State Contracting Standards Board. Each gave an overview of the purpose, goals and vision of the Contracting Standards Board.

Afterwards the approximately 190 attendees dispersed to their training events to learn more about state procurement.

Debbie Damore, Purchasing and Contracting Director for the State of Vermont as well as NASPO President said, “I appreciated the opportunity to attend and participate in Connecticut’s 2015 Procurement Training. NASPO’s mission is to promote best practices, education and innovative procurement strategies, and it is clear from attending the event, NASPO professional development support is well utilized. DAS staff did an excellent job in overall content, delivery of subject matter and event organization. The information gained for my own state of Vermont was both valuable and informative. I engaged in conversation with a number of attendees who indicated the training was excellent and will be beneficial to their jobs.”

After each training class, surveys were handed out to participants for feedback.

Many who attended wrote, “Well done!” “Training was great!” and “Very Informative.”

“While we love the positive feedback, we also want to know where our customers want to learn more,” said Procurement Director Carol Wilson. “It appears there are a few areas where we need to educate our customers on some of the finer points of state procurement. That’s what we’ll work on for next year’s training.”



***DAS Commissioner Melody Currey welcomes the attendees during opening remarks at the event.***



***DAS Procurement Director Carol Wilson addresses the crowd.***

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*(From l to r:) David Guay from the State Contracting Standards Board (SCSB), DAS Commissioner Melody Currey, DAS Deputy Commissioner Toni Fatone, Julia Marquis from the SCSB and Claudia Baio Chairperson of the SCSB.*



*DAS' Aimee Cunningham trains attendees on how to use state IT contracts.*



*DAS' Cher Donnelly and Nicola Murray help with registration.*



*(From l to r:) DAS' Rob Zalucki, Cindy Milardo, Maureen Grillo - Grainger, Jill Belisle, Joel Hintz - Staples and Bob Schulman - Staples*



*DAS' Michael Baczewski and Mark Carozza welcome guests outside Goodwin College.*



*DAS' Veronica Coty trains attendees on how the State Surplus system works.*

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*DAS' Melissa Marzano and Tony Deluca help direct attendees to their rooms.*



*DAS' Rachel Whitesell and Ben Bare discuss Drafting Legal Scope.*



*Above, attendees network between classes. Below, participants receive training.*



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

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

### **15PSX0070**

Railroad Bridge Maintenance Services

### **15PSX0235**

Sale of Wood for the Connecticut Department of Transportation

### **15PSX0240**

Preventive maintenance and repair services for food service, kitchen and cafeteria equipment

## **Iron Mountain Contract #01PSX0128**

### **Expires June 30, 2016**

DAS is providing notice to all client agencies that contract #01PSX0128 for Records Storage Services with Iron Mountain will expire on June 30, 2016. No additional contract extensions will be issued. This contract was extended to allow for a smooth transition of stored records from Iron Mountain to William B. Meyer, the new contractor for these services.

If client agencies have not already done so, they are required to contact William B. Meyer, Inc. on the new contract #12PSX0085 for Hard Copy Records, Magnetic Media Storage and Destruction Services to schedule transfer.

If you have any questions, please feel free to contact Susanne Hawkins, Contract Specialist at the Department of Administrative Services/Procurement Services at (860) 713-5064 or Email: [Susanne.Hawkins@ct.gov](mailto:Susanne.Hawkins@ct.gov).

## **State Launches Minority Business Initiative**

The state Department of Economic and Community Development has launched the Minority Business Initiative. It is designed to boost access to technical assistance, state, federal and private funding, and public contracting opportunities for minority-owned businesses in the state.

DECD is taking what it calls “a multi-pronged approach” that includes working with community organizations, media outlets, and other outreach efforts to raise awareness about the many programs and services offered by the state and its partners. DECD has partnered with HEDCO Inc. to launch a new a bilingual hotline — 1-844-257-9503 — that provides program and resource information in English and Spanish; create targeted marketing materials; and recruit volunteers to “champion” targeted regions together with department staff.

DAS Supplier Diversity Program Manager Meg Yetishefsky is on the advisory board for this initiative. “I’m looking forward to contributing to this initiative and helping the minority business community,” said Yetishefsky.

The program offers two loan and grant programs plus relationships with local and regional lending partners. Eligible minority businesses can take part in The Small Business Express Program. It provides access to capital for small businesses, including up to \$300,000 loans and up to a \$100,000 matching grant.

The Manufacturing Assistance Act provides incentive-driven direct loans for projects when there is a strong economic development potential. Financial assistance begins at \$500,000 and goes up from there.

(Some information taken from the Hartford Business Journal)