



STATE OF UTAH

INSIDE THIS**ISSUE:**

NASPO Public Procurement Seminar 1-2

Did You Know? Plotters 3

Did You Know? Graphic Art Design Services

Cooperative Contracts: New, Extended, Expired 3-5



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This newsletter was edited by Ann Schliep. If you have any questions or comments, please email them to

PURCHASING UPDATE

NASPO PUBLIC PROCUREMENT SEMINAR—DECEMBER 8, 2014

By: Tara Eutsler

The Division of Purchasing is pleased to announce the *NASPO PUBLIC PROCUREMENT SEMINAR*. The seminar will be held Monday, December 8 from 9 AM—4 PM. This conference is hosted by the National Association of State Purchasing Officials (NASPO) and the State of Utah, Division of Purchasing.

This seminar includes lunch for those who attend the full-day session. There is no cost to attendees for the seminar or the lunch.

Five presentations will be given at this seminar: *Writing Stellar Specifications; Managing, Monitoring & Oversight of Contracts; The Ins & Outs of Terms & Conditions; All About Insurance in Procurements; and Contract Development & Processing*.

Margaret McConnell will be our main guest presenter for this seminar. Maggie has a rich background in public procurement and served as the State Procurement Administrator for the State of Arizona for several years. Currently, Maggie works for the Maricopa Community College Legal Services Department where she specializes in construction and contract law.

Maggie is an active member of the Public Contract Law Section of the American Bar Association and received its Distinguished Service Award. She also received *NASPO's* Giulio Mazzone Distinguished Service Award.

Writing Stellar Specifications will be presented by Maggie McConnell. Subtopics will include: commodity and services

specification writing; what to include in your specifications; and writing specs that delineate what the vendor will provide.

Managing, Monitoring and Oversight of Contracts will be presented by Maggie McConnell. Subtopics include: Top 10 rules for managing a contract; tools for managing the top 10 contract rules; red flags—what to watch for; performance rating—how do I do it?

The Ins and Outs of Terms and Conditions will be team taught by Maggie McConnell and Christopher Hughes, Legal Analyst with the Division of Purchasing. Subtopics include: Why these terms and conditions; when can we negotiate?; and requirements when terms & conditions are negotiated.

All About Insurance in Procurement will be presented by our guest, Bruce Garner, the Assistant Attorney General for Risk Management. Subtopics include: understanding types of insurance; how to read and understand a Certificate of Insurance; request notification of cancellation; Are these levels of coverage mandatory?; and Is there a process for allowing an exception?

Contract Development & Processing will be presented by Tara Eutsler, Legal Analyst with the Division of Purchasing. Subtopics include: verifying insurance coverage prior to award; assembling documents; vendor & agency signatures; and routing through State Purchasing.

The next page contains a printable flier about the seminar. Click on the flier to register or Ctrl-click [here](#).

DID YOU KNOW?: STATE OF UTAH “BEST VALUE” CONTRACTS—AR918 & AR924 (WSCA CONTRACTS)

By: Brenda Veldevere

Did you know the State has two contracts, AR918 Ricoh and AR924 Kip America (Black & White copiers, color copiers, production color copiers, production black & white copiers, wide format copiers—entire State (WSCA), that offer Plotters? This is a computer printer for

printing vector graphics. If you have questions regarding these plotters, please contact the sales representative for each contract or the State Purchasing Agent, Brenda Veldevere at bveldevere@utah.gov or (801) 538-3142.

DID YOU KNOW?: STATE OF UTAH “BEST VALUE” CONTRACTS FOR GRAPHIC ART DESIGN SERVICES

By: Nikki Sanchez

The State Best Value Cooperative Contract for Graphics Artist Design Services has been re-solicited and will be awarded in the near future. This new Graphic Artist Design Services contract will incorporate some new designers, pricing, and will enable you to see the Artists

sample work electronically in PDF format. Please watch for this new award and see the exciting results on our Purchasing Website under State Best Value Cooperative Contracts. Purchasing Agent over this contract is Nikki Sanchez, nsanchez@utah.gov or (801) 538-3342.

NEW STATE OF UTAH “BEST VALUE” COOPERATIVE CONTRACTS

| TITLE | CONTRACT | VENDOR | DATES | ADDITIONAL INFORMATION |
|--|------------------------|--|-----------------------|------------------------------|
| Household & Commercial Appliances Weatherization Program | PD2155 | Clark Wholesale, Inc. | 10/01/2014-09/30/2019 | Replaces MA961 & MA962 |
| Office Moving Service—Local and Intrastate | MA545 | Mesa Systems Moving & Storage | 11/01/2014-10/31/2019 | New contract/ same vendor |
| Office Moving Service—Local and Intrastate | MA1107 | Bills Moving Inc. DBA A-1 Pioneer Moving & Storage | 11/01/2014-10/31/2019 | New contract/ same vendor |
| Office Moving Service—Local and Intrastate | MA2159 | Arrow Moving & Storage Co., of Utah | 11/01/2014-10/31/2019 | Replaces MA1807 |
| 3D Laser Scanners (FARO) | PD2156 | Faro Technologies | 10/03/2014-10/02/2019 | |
| Online Auction Services (WSCA-NASPO) | PD2160 | Propertyroom.com | 08/20/2014-08/20/2016 | |

*The brief information in this newsletter is intended to highlight new contracts and contract changes. Always read the entire contract information sheet prior to making a purchasing decision.

NEW STATE OF UTAH “BEST VALUE” COOPERATIVE CONTRACTS

| TITLE | CONTRACT | VENDOR | DATES | ADDITIONAL INFORMATION |
|--------------------------------------|------------------------|----------------|---------------------------|------------------------|
| Online Auction Services (WSCA-NASPO) | PD2161 | GovDeals, Inc. | 08/20/2014- 08/20/2016 | |

EXTENDED STATE OF UTAH “BEST VALUE” COOPERATIVE CONTRACTS

| | | | | |
|---|------------------------|-----------------------------|------------|--|
| Wireless Management and Contract Compliance Services (WSCA) | MA191 | Wireless Watchdogs, LLC | 01/31/2017 | Multiple Award Contract with Pre-Authorization |
| Wireless Management and Contract Compliance Services (WSCA) | MA190 | ISYS, LLC | 01/31/17 | Multiple Award Contract with Pre-Authorization |
| Security Guards, Statewide Coverage | MA286 | Peak Guard and Patrol | 10/01/2017 | Multiple Award Contract |
| Technician Labor & Repair Services for Telecommunications & Data Processing, Cable Facilities | AR1416 | Americom Technology | 01/07/2015 | |
| Copying Services, Black/White and Color | PD1883 | Xerox Corporation | 10/15/2014 | |
| Internet USPS Postage Software License and Subscription | AR177 | Stamps.com, Inc. | 10/11/2016 | |
| Mailroom Specific Furniture (WSCA) | PD226 | Versia Storage Systems | 10/11/2016 | |
| Fire Extinguishers | MA1952 | Utah Fire Equipment Company | 10/31/2016 | Multiple Award Contract |
| In-Car Digital Video Systems | MA306 | Coban Technologies, Inc. | 09/16/2017 | Multiple Award Contract |
| Managed Print Services | AR329 | Xerox Corporation | 08/31/2015 | |
| Managed Print Services | AR333 | Hewlett-Packard | 08/31/2015 | |

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EXTENDED STATE OF UTAH “BEST VALUE” COOPERATIVE CONTRACTS

| TITLE | CONTRACT | VENDOR | DATES | ADDITIONAL INFORMATION |
|---|------------------------|---|------------|----------------------------|
| Managed Print Services | AR334 | Lexmark International Inc. | 08/31/2015 | |
| Managed Print Services | AR335 | Canon USA Inc. | 08/31/2015 | |
| Mail Room Equipment, Supplies & Maintenance (WSCA) Inserter Productions, High Volume Folder-Inserter, Production Folder-Inserter, Pre-sorting Equipment | AR175 | Bell and Howell | 10/11/2016 | |
| Wireless Management & Contract Compliance Service (WSCA) | MA193 | eOnTheGo | 01/31/2017 | Preauthorization required. |
| Fire Extinguishers | MA1950 | State Fire Sales & Service dba: State Fire DC Specialists | 10/31/2016 | Multiple Award |
| Mail Room Equipment, Supplies & Maintenance (WSCA) | AR174 | Neopost USA, Inc. | 10/11/2016 | |
| Statewide Guards, Statewide Coverage | MA187 | Universal Protection Service LP | 10/01/2017 | |
| Aluminum Picnic Tables | MA128 | Big T Recreation | 09/30/2016 | |

EXPIRED OR CANCELED STATE OF UTAH “BEST VALUE” COOPERATIVE CONTRACTS

| | | | | |
|---|--------|---------------------------------|------------|----------------------|
| Traffic Signal Replacement Bases (Only) | MA313 | Wesco Distribution Inc. | 10/10/2014 | Will not be renewed. |
| Group Auto-Home Insurance | MA1809 | Liberty Mutual Group | 09/07/2014 | Will not be renewed. |
| Group Auto-Home Insurance | MA829 | Fred A Moreton & Co/ Metlife | 09/07/2014 | Will not be renewed. |

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