What happens when only one proposal or bid is received?

Per Utah Procurement Rule:

R33-7-702. Only One Proposal Received.

(1) If only one proposal is received in response to a request for proposals, the evaluation committee shall score the proposal and may:

   (a) conduct a review to determine if:
       (i) the proposal meets the minimum requirements;
       (ii) pricing and terms are reasonable as set forth in R33-12-603 and R33-12-604; and
       (iii) the proposal is in the best interest of the procurement unit.

   (b) if the evaluation committee determines the proposal meets the minimum requirements, pricing and terms are reasonable, and the proposal is in the best interest of the procurement unit, the procurement unit shall issue a justification statement as set forth in 63G-6a-708 and may make an award.

   (c) If an award is not made, the procurement unit may either cancel the procurement or resolicit for the purpose of obtaining additional proposals.

R33-6-109. Only One Bid Received.

(1) If only one responsive and responsible bid is received in response to an Invitation for Bids, including multiple stage bidding, an award may be made to the single bidder if the procurement officer determines that the price submitted is fair and reasonable as set forth in R33-12-603 and R33-12-604, and that other prospective bidders had a reasonable opportunity to respond, or there is not adequate time for re-solicitation. Otherwise, the bid may be rejected and:

   (a) a new invitation for bids solicited;
   (b) the procurement canceled; or
   (c) the procurement may be conducted as a sole source under Section 63G-6a-802.
The Division of Purchasing is pleased to announce the *Procurement Education Partnership Seminar*. The seminar will be held Tuesday, September 1 from 9 AM—4 PM and is jointly hosted by the State of Utah, Division of Purchasing, and the National Association of State Purchasing Officials (NASPO).

The seminar will offer insight into the Administrative Code, Request for Information, Request for Proposal, and Invitation for Bid process. Negotiating terms and conditions, multiple awards, and writing specifications will also be discussed.

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

To register for the seminar, go to [http://goo.gl/forms/txcFBkIIIG8](http://goo.gl/forms/txcFBkIIIG8) (CTRL-click on the link). When your registration is complete, you should see a page similar to this one at the right. If you do not see the notice at the bottom of the page, then the registration was not complete.

Google does not send you an email nor does it set the date on your calendar. We recommend that you print the flier on the next page as a reminder. A week prior to the seminar, Tara Eutsler will send a reminder to all who have pre-registered. If you do not receive an email by August 26, please contact Tara to determine if your registration was received.

The Division of Purchasing will have a webinar available for those who have a distance to travel. We believe that we have ironed out all the wrinkles in that program. If you would like to attend via webinar, register here: [Webinar Registration Link](http://goo.gl/forms/txcFBkIIIG8) (CTRL-click on the link). Further information concerning the webinar will be given to those registered individual in late August.

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**YOU ARE NOW REGISTERED TO ATTEND:**

Procurement Education Seminar
Tuesday, September 1, 2015
9 AM - 4 PM
State Office Building, Capitol Hill
1st Floor Auditorium

PLEASE MARK THIS ON YOUR CALENDAR TODAY.

NOTE --> GOOGLE WILL NOT SEND YOU AN EMAIL.
Procurement Education Partnership Seminar

Hosted by NASPO Value Point and the State of Utah, Division of Purchasing and General Services

Topics & Presenters

Administrative Rule Update  Kent Beers
RFI - Tips, Tricks, & Samples  Paul Mash
Negotiating Contract Terms & Conditions  Alan Bachman
RFP and IFB Questionaries  Chris Hughes & Terri O’Toole
Writing Better Specifications  Chris Hughes & Terri O’Toole
Solicitation Requirements for Multiple Awards  Jennifer Salts

DATE:  1 September 2015
TIME:  8 AM – 4 PM
LOCATION: State Office Building; 1st floor Auditorium
          450 North State Street, Salt Lake City, Utah

There is no cost to attend this training
Lunch will be served to those who are registered

On Location Attendance Registration  http://goo.gl/forms/txcFBkIlG8
Webinar Registration  Webinar Registration Link

NOTE: This training qualifies as “instructor-led” procurement training for the CPPB & CPPO certification requirements
The Best Value in Procurement

Since 1993, NASPO ValuePoint, formerly WSCA-NASPO, has been the purchasing cooperative of NASPO, the National Association of State Procurement Officials, encouraging, fostering, and guiding the nation’s most significant public contract cooperative. We offer a unified, nationally focused cooperative aggregating the demand of all 50 states, the District of Columbia and the US territories. Every state is a member!

By leveraging the leadership and expertise of all states with the purchasing power of their public entities, NASPO ValuePoint provides the highest standard of excellence in public cooperative contracting delivering best value, competitively sourced contracts.

Higher education, K-12, and local governments all benefit from NASPO ValuePoint contracts.

Ask your State’s Chief Procurement Officer how to participate.

Visit our website to view over 50 categories of reliable and proven contract solutions for your organization!

www.naspovaluexpoint.org

Technology Contracts
• Computers, Peripherals and Related Services
• Wireless Communications and Equipment
• Data Communications Products and Services
• Public Cloud Hosting Services
• Software VAR

Public Safety Contracts
• Police Radar, Lidar, Parts and Equipment
• Public Safety Communication Equipment-Radios
• Automatic External Defibrillators (AED)
• Body Armor

Education Contracts
• Educational Furniture
• Laboratory Equipment & Supplies
• Copiers, Printers and Related Devices
• Digital Print and Quick Copy
• Learning Technology Initiative

Other Great Offerings
• Auto Parts
• Facilities MRO
• Office Supplies
• Tires, Tubes and Services

We have over 300 contracts that are available to all government entities! Contact us at MEQ.Team@naspovaluexpoint.org to see how we make your life easier.

Using the New State of Utah Division of Purchasing Cooperative Contract Webpage

With the launching of the new State Cooperative Contract Search Engine, the previous Cooperative Contract webpage (yellow background) is not being updated by State Purchasing. While we would like to shut the old webpage down, issues require it to be active for now. Individuals who continue to use the old search engine with the yellow background risk buying from an expired contract.

BOOKMARKS: We HIGHLY recommend individuals remove the bookmark for the old site from their computer and add a link to the new search engine. http://purchasing.utah.gov/purchasing/statecontractsearch.html

AVOID INTERNET EXPLORER: Some state-run computer programs require that entities continue to use the older version of Internet Explorer. Unfortunately, the new State Cooperative Contract Search Engine will not work with older versions of Internet Explorer. The best solution is to use updated versions of Chrome or Firefox when you need to use the State Cooperative Contract Search Engine.

Feel free to share this information with everyone in your organization.
**Did You Know? State of Utah Best Value Cooperative Contract: Cookies and Small Cakes**

Did you know that the State of Utah has a Best Value Cooperative Contract for Cookies and Small Cakes? This contract is PD769 McKee Foods Corporation.

McKee Foods offer a variety of cookies and cakes from blueberry muffins to mini donuts. Other healthier items such as grain cereal bars and banana nut cereals are available as well. There is a variety of Little Debbie multipacks and convenient snacks, in addition to Sunbelt multipacks and cereals. These Cookies and Small Cakes come in many favors in a case lot fashion. The delivery timeframe is sensible with a 7-10 day ARO delivery.

This contract is currently used by correctional facilities, youth centers, and schools but all of the following are authorized and encouraged to use this contract: Utah public entities; nonprofit organizations; and agencies of the federal government; i.e. State of Utah departments, agencies, and institutions, political subdivisions (colleges, universities, school districts, special service districts, cities and counties, etc.).

Please contact Rachel Cheney at rcheney@utah.gov or 801-538-1297 for any questions regarding this contract.

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**Reserve the Day: PUBLIC EDUCATION PARTNERSHIP SEMINAR**

Save the dates for our next two Public Education Partnership Seminars sponsored by NASPO and State Purchasing. Watch future newsletters for more information.

**DATE:** 1 September 2015  
**TIME:** 8 AM – 4 PM  
**LOCATION:** State Office Building; 1st floor Auditorium

**DATE:** 1 December 2015  
**TIME:** 8 AM – 4 PM  
**LOCATION:** State Office Building; 1st floor Auditorium

*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.*
ANNOUNCING THE RETIREMENT OF NANCY ORTON

After 34 years serving the public in multiple positions within the Division of Purchasing, Nancy Orton has decided to retire. During her time with division, Nancy accumulated vast amounts of procurement knowledge and expertise on a variety of commodity areas. Nancy is personally invested in every staff member in our organization and has made it her mission to help every one of us succeed. She is not only a trusted mentor in our organization, but she is a valued friend. Nancy took the same approach when providing outreach services to those agencies and political subdivisions. She has a gift for diffusing the most volatile situations and resolves them by intently listening to the objections and concerns, engaging in rational discussions, and develops solutions based upon applicable policy, collaboration, and compromise. It is with great sadness but ultimate excitement that we wish Nancy Orton a fond adieu from State Purchasing and the best of luck in her new job with ARUP. She leaves a huge hole for us to fill in. We will miss her so much!!!

Purchasing’s Point of Contact

For about two years, one of Nancy Orton’s responsibilities has been to serve as an outreach coordinator for the Division of Purchasing. With her retirement, the Division will be assigning one agent to each of the larger entities. The job of the agent is to be the point of contact for State Purchasing. The agent will answer questions and help agency with their procurement needs.

<table>
<thead>
<tr>
<th>Executive Branch Department</th>
<th>Purchasing Agent</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Agriculture &amp; Food</td>
<td>Ann Schliep</td>
<td><a href="mailto:aschliep@utah.gov">aschliep@utah.gov</a> 801-538-3421</td>
</tr>
<tr>
<td>Department of Corrections</td>
<td>Jeff Hammer</td>
<td><a href="mailto:jhammer@utah.gov">jhammer@utah.gov</a> 801-538-3159</td>
</tr>
<tr>
<td>Department of Environmental Quality</td>
<td>UNASSIGNED</td>
<td></td>
</tr>
<tr>
<td>Department of Health</td>
<td>Chris Jennings</td>
<td><a href="mailto:ctjennings@utah.gov">ctjennings@utah.gov</a> 801-538-3157</td>
</tr>
<tr>
<td>Department of Human Services</td>
<td>Spencer Hall</td>
<td><a href="mailto:spencerh@utah.gov">spencerh@utah.gov</a> 801-538-3307</td>
</tr>
<tr>
<td>Department of Natural Resources</td>
<td>Ann Schliep</td>
<td><a href="mailto:aschliep@utah.gov">aschliep@utah.gov</a> 801-538-3421</td>
</tr>
<tr>
<td>Department of Public Safety</td>
<td>Jeff Hammer</td>
<td><a href="mailto:jhammer@utah.gov">jhammer@utah.gov</a> 801-538-3159</td>
</tr>
<tr>
<td>Department of Technology Services</td>
<td>Fay Tan</td>
<td><a href="mailto:ftan@utah.gov">ftan@utah.gov</a> 801-538-3524</td>
</tr>
<tr>
<td>Department of Workforce Services</td>
<td>Wesley Sellers</td>
<td><a href="mailto:wsellers@utah.gov">wsellers@utah.gov</a> 801-538-3709</td>
</tr>
<tr>
<td>Governor’s Office</td>
<td>Windy Aphayrath</td>
<td><a href="mailto:waphayrath@utah.gov">waphayrath@utah.gov</a> 801-538-3097</td>
</tr>
<tr>
<td>Office of Education</td>
<td>Brad Cummings</td>
<td><a href="mailto:bcummings@utah.gov">bcummings@utah.gov</a> 801-538-3232</td>
</tr>
<tr>
<td>All other Agencies</td>
<td>Terri O’Toole or Chris Hughes</td>
<td><a href="mailto:totoole@utah.gov">totoole@utah.gov</a> 801-538-3147 <a href="mailto:christopherhughes@utah.gov">christopherhughes@utah.gov</a> 801-538-3254</td>
</tr>
</tbody>
</table>
Changes to Best Value Cooperative Contract
MA1636 First Aid Kits

Please note: The two-shelf metal first aid cabinet has been discontinued. There is no replacement.

New State Of Utah “Best Value” Cooperative Contracts

<table>
<thead>
<tr>
<th>TITLE</th>
<th>CONTRACT</th>
<th>VENDOR</th>
<th>DATES</th>
<th>ADDITIONAL INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storage Services, Vault Storage for CD’s and Tapes including pickup and delivery service</td>
<td>PA390</td>
<td>Perpetual Storage, Inc.</td>
<td>07/05/2015-07/04/2020</td>
<td>New Contract/Same Vendor</td>
</tr>
<tr>
<td>HACH Instruments &amp; chemistry (including flow equipment) Not included in the HACH-VWR Distribution Agreement</td>
<td>PA2168</td>
<td>HACH Company</td>
<td>05/01/2015-04/30/2018</td>
<td></td>
</tr>
<tr>
<td>Cookies and Small Cakes (Little Debbies and Sunbelt)</td>
<td>PA769</td>
<td>McKee Foods Corp.</td>
<td>07/19/2015-07/18/2020</td>
<td>New Contract/Same Vendor</td>
</tr>
<tr>
<td>Linen Services</td>
<td>MA1247</td>
<td>G &amp; K Services</td>
<td>07/14/2015-07/13/2020</td>
<td>New Contract/Same Vendor</td>
</tr>
<tr>
<td>Linen Services</td>
<td>MA2246</td>
<td>ALSCO</td>
<td>07/14/2015-07/13/2020</td>
<td></td>
</tr>
<tr>
<td>Bike Share Program</td>
<td>PA2244</td>
<td>GREENbike (SLC Bike Share)</td>
<td>07/02/2015-07/01/2020</td>
<td></td>
</tr>
<tr>
<td>Telephone Based Interpreter Services (WSCA)</td>
<td>MA978</td>
<td>CTS Language Link</td>
<td>07/21/2015-07/20/2020</td>
<td>New contract/Same Vendor</td>
</tr>
<tr>
<td>Telephone Based Interpreter Service</td>
<td>MA2238</td>
<td>Linguistica International</td>
<td>07/21/2015-07/20/2020</td>
<td></td>
</tr>
<tr>
<td>Kelloggs Cereal and Breakfast Snacks</td>
<td>PD2245</td>
<td>Sysco U.S.A. 1</td>
<td>08/01/2015-07/31/2020</td>
<td></td>
</tr>
</tbody>
</table>

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# Extended State Of Utah “Best Value” Cooperative Contracts

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Contract Code</th>
<th>Vendor Name</th>
<th>Start Date/End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Furniture (Systems &amp; Accessories, Desks, Tables, Seating, Filing, Storage, Case -Goods)</td>
<td>MA145</td>
<td>Henriksen/Butler Design Group (Authorized dealer for Herman Miller)</td>
<td>12/21/2012-11/29/2017</td>
</tr>
<tr>
<td>Face-to-Face Interpreting &amp; Written Translation Services</td>
<td>MA1841</td>
<td>CommGap International Services</td>
<td>01/27/2010-07/31/2015</td>
</tr>
<tr>
<td>Interpreting and Written Translation Services</td>
<td>MA2084</td>
<td>Linguistica International</td>
<td>07/27/2010-07/30/2015</td>
</tr>
<tr>
<td>Auto Parts (WSCA)</td>
<td>MA2115</td>
<td>Genuine Parts Co. dba NAPA Auto Parts</td>
<td>06/24/2010-12/31/2015</td>
</tr>
<tr>
<td>Auto Parts (WSCA)</td>
<td>MA2117</td>
<td>O'Reilly Auto Parts</td>
<td>06/24/2010-12/31/2015</td>
</tr>
<tr>
<td>Dump Body labor and material to equip tandem axel trucks with dump bed, hitch and hydraulic system</td>
<td>MA277</td>
<td>Legacy Equipment LLC</td>
<td>07/20/2012-07/21/2017</td>
</tr>
<tr>
<td>Office Furniture (Systems and Accessories, Desks, Tables, Seating, Filing, Storage, Case -Goods)</td>
<td>MA147</td>
<td>Midwest Commercial Interiors (Authorized dealer for Steelcase)</td>
<td>12/21/2012-10/31/2015</td>
</tr>
<tr>
<td>Roofing and Asbestos Abatement</td>
<td>UCI1882</td>
<td>Utah Correctional Industries</td>
<td>06/21/2005-06/20/2016</td>
</tr>
<tr>
<td>Face-to-Face Interpreting and Written Translation Services</td>
<td>MA1269</td>
<td>Pentskiff Interpreting Services</td>
<td>01/27/2010-07/31/2015</td>
</tr>
<tr>
<td>Body Armor (WSCA)</td>
<td>MA132</td>
<td>Central Lake/armor Express Inc.</td>
<td>10/15/2011-07/31/2016</td>
</tr>
<tr>
<td>Body Armor (WSCA)</td>
<td>MA1009</td>
<td>Safariland, LLC</td>
<td>01/20/2012-07/31/2016</td>
</tr>
</tbody>
</table>

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# Expired or Canceled State of Utah “Best Value” Cooperative Contracts

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Contract Code</th>
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