



May 2018

# PURCHASING UPDATE

## Getting to Know our New Chief Procurement Officer

By Kraig Brinkerhoff

As procurement professionals in the State of Utah, I feel like we are a fairly tight knit group with those we get the opportunity to work with, however we don't always have a chance to really get to know one another on a more personal level. I decided to take this opportunity to get to know our new Chief Procurement Officer (CPO) Christopher W. Hughes a little bit better, by doing a personal interview and sharing with you all what I learned. This was our Q&A.

Christopher W. Hughes, was born in Salt Lake City and is the second of two children. He now resides in North Salt Lake and is married to his lovely wife Amanda Hughes. They have two children, a boy and a girl, with another on the way. And in case you missed my PEP training session, the W. in Christopher W. Hughes stands for Wallace.

**Q:** When you were a kid what did you want to be when you grew up?

**A:** A basketball player or The Hulk.

Interviewer: I have yet to see him turn green or get too angry, but I think we've all just been put on notice.

Continued on page 4

### Inside this issue

Old Year/New Year RQS RQM.....	2
SCC: Electrical Vehicle Stations.....	3
Save the Date.....	4
Procurement Code: Brand Names & Competition.....	5
UT Supplier Portal: Questions.....	6
Welcome Intern.....	7
New Cooperative Contracts.....	8-9

### NEW SECTIONS:

Expiring SCC .....	10-11
SCC Solicitations .....	12-13

## PD686 Fresh Eggs Contract Implementing Minimum Order Quantities

By Nikki Sanchez



As of Monday, June 11, 2018, Rocky Mountain Foods will be implementing the minimum order size policy established as part of its current statewide cooperative contract PD686 Fresh Eggs. Any orders not meeting the minimum order quantity of 20 cases (300 dozen), will have a freight/delivery charge of \$100 added as a separate line item on the invoice. If any end user is unable to meet this minimum and would like to avoid the \$100 freight charge, we recommend contacting Nicholas and Company as an option for its fresh egg needs utilizing contract PD2456. As a reminder, Nicholas has a minimum order amount of \$600 which minimum can be a combination order from multiple Nicholas state cooperative contracts.

## Old Year verses New Year RQS and RQM

By Tara Eutsler

As year-end approaches, state agencies should review the Division of Finance policy FIACCT 04-16.00 which in part states the “goods and services must be paid for in the same year in which they are received” (FIACCT 04.16.00, B).

Before entering a solicitation request into FINET, an agency must ask, “Is this a one-time purchase or will the purchases/payments be made over a duration of years?” If it is a one-time purchase, then an RQS is the standard request entered into FINET.

When entering an RQS in FINET near year-end, the agency must also determine if the product or service will be delivered or completed by June 30. While every effort will be made by the Division of Purchasing to process a FY18 RQS, there is an increase in the number of requisition the Division is cannot guarantee that the procurement process will be completed and delivery made by fiscal year end for requests that are made after May 1. This is especially true for complicated procurements or procurements that will exceed \$50,000 and must be publically posted for seven days (63G-6a-112).

If it is determined that the goods and services can be completed prior to June 30, then the agency should use the FY18 numbering for the RQS. If the goods and services will be delivered after June 30, the agency

should use FY19 numbering for the RQS.

It is important to ensure the goods and services on a purchase order are paid for in the same year that they are received; otherwise, the payment is subject to an audit findings. When an agency has questions on how to pay an FY18 PO when items were received after June 30 or questions regarding a FY18 PO with partial payment, the agency may contact the Utah Division of Finance FINET Help Desk for instructions.

For purchases which will be made over a period of years, an RQM is entered into FINET. While the fiscal year of the solicitation is not as vital, it is recommended that agencies begin using the FY19 Period 1 for RQMs when they know that the contract will not be in place until FY19. When sending specifications for FY19 RQM to the [purchasingsolicitations@utah.gov](mailto:purchasingsolicitations@utah.gov) email, agencies should note in the body of the email that the requisition is for FY19. This will signal the State Purchasing agent to use the FY19 solicitation numbering system. As a reminder, the entire RQS/RQM number must be the subject of emails to [purchasingsolicitations@utah.gov](mailto:purchasingsolicitations@utah.gov).

No later than June 15, every RQM should have the FY19 numbering.

To be compliant with FIACCT 04.16.00, each agency must be conscientious at year end to prevent error and to insure that goods or services are paid for in the same fiscal year in which they are received.

# Welcome to the Future: Electrical Vehicle Charging Stations

By Nick Hughes

New discoveries have always shaped the direction of society. From fire to the wheel, society has advanced exponentially with the utilization of such inventions. As electric vehicles begin to overtake the standard combustible engine, the need for Electric Vehicle Charging Stations will soon drive gas stations into extinction. Driving innovation, the Division of Purchasing took the initiative to conduct a solicitation for these items. The contracts are complete, the future is here, the future is now, and the future is listed below:

AR2839 Electric Highway Company (Innogy EVSE Solutions);  
AR2840 LilyPad EV LLC (ChargePoint EVSE Solutions);  
AR2841 National Car Charging (ChargePoint EVSE Solutions);  
AR2842 Verdek LLC (ChargePoint EVSE Solutions); and  
AR2843 Video Voice Data Communications (ChargePoint EVSE Solutions)

This is a MULTIPLE AWARD contract: Eligible Users must consult each contract before making a "Best Value" determination.

## **Executive Branch Agency Use**

Executive Branch Agencies will need to get approval to purchase from their agency's IT Director. IT Directors will need to verify the products purchased, location of installation, and network/bandwidth requirements.

If the vendor uses a cellular service rather than a wired/wireless network connection, then DTS will not have anything to support or an impact in regards to State DTS infrastructure and thus DTS will not need to be involved. If this is the case, a simple email approval from the IT Director will suffice. The IT Director should email the agent/agency who requested the approval and that agent/agency should keep it for backup documentation and attach to their PO.

Executive Branch agencies looking to install EVSE products on any facilities managed by DFCM will need to involve DFCM. DFCM will assist in reviewing with the contractor and agency and identifying closest power and optimum siting for the charging stations. Please contact DFCM Maintenance and Operations Manager:

Scott Whitney  
DFCM Maintenance and Operations Manager  
801-538-3303  
sbwhitney@utah.gov

NOTE: DFCM will not be providing any funding for these stations. All funding will be borne by the agencies who find the need to provide those services to the employees.

## **All Other Eligible Users**

All other users that do not fall within an Executive Branch Agency are required to obtain their own internal approval for items that require the following two items:

1. Internal IT review and approval; and
2. Internal approval for performing construction and/or building maintenance on the Eligible User's facility.

These items have been procured to take the State of Utah into the future.

To infinity and beyond.



# Getting to Know our New CPO

Continued from page 1

**Q:** What is one of your favorite childhood memories?

**A:** Playing sports with my friends.

**Q:** What was your first car as a teenager?

**A:** A Pontiac Grand Am.

**Q:** What was your first major procurement or most memorable procurement?

**A:** Cloud Solutions.

**Q:** If you could give one piece of advice to those of us in the procurement profession, who are just getting started what would it be?

**A:** Study, Study, Study.

Interviewer: I'm pretty sure he's referring to the procurement code and rules, so we can pass "The Test."

**Q:** Google or Siri?

**A:** Both, you never know which one is listening. . .

**Q:** What is your beverage of choice?

**A:** Mountain Dew Code Red.

Interviewer: I've heard he accepts Mountain Dew donations, but never from a vendor.

**Q:** What new changes can we look forward to or expect or what would you like to see happen in your first year of leadership?

**A:** I would like to see more collaboration between the procurement units in the State of Utah.

Since Utah is seen as a small State in terms of public procurement it is important that we all work together.

**Q:** What is one thing the procurement community in Utah could do that would make your job of CPO easier or help you sleep better at night?

**A:** If all procurement professionals spent 15 minutes a day reviewing the applicable Procurement Code sections and rules and policies.

I want to give a special thanks to Chris, our CPO and Director of Purchasing and General Services, for being willing to take the time to answer my questions so that we could get to know him better.



Christopher W. Hughes, Director

## Save the Date: Procurement Education Seminars

**June 21, 2018**

**September 6, 2018**

**December 6, 2018**

Information concerning the June 21, 2018 seminar was sent out through the newsletter and PEP email groups on May 19. The email with the working links had the subject "UPDATED: June 21 PEP Seminar Information & Registration Links." If you missed that announcement and cannot find it in your spam folder, please reach out to [teutsler@utah.gov](mailto:teutsler@utah.gov). If you did not register and want to attend, hurry, we have only 10 seats remaining.

# Procurement Code: Using Brand Name Specifications to Promote Competition

By Blake Theo Porter

## Example Specifications

Click the paper clip below to read a (very) simple example of how using brand name specifications or equivalent



Identifying a brand name product in a solicitation is a great way to help a procurement unit get what they need. But doing so often leads to the inevitable question from a potential vendor, “Can we submit a different equivalent brand/product to the one listed in the solicitation?” The answer is, of course, a resounding YES! One potential pitfall of using a specific brand name product, even if unintentionally, is that the specifications may be overly restrictive. By following a few simple rules we can use brand name specifications to ensure we get what we need while still promoting competition and fairness in the procurement process.

One key element that needs to be included when identifying a specific brand name in a solicitation’s specifications is the all-important “or equivalent” language. Including this simple phrase helps put the vendor community on notice that the procurement unit may accept equivalent items. In addition to being a nice thing to do, this is also a requirement for procurement units that follow the Utah Administrative Code/Rules (R33-4-103(4)(a)(i)).

Another key requirement if we choose to use brand name or equal specifications, and one that is often overlooked, is to include as many other brand names as practicable in the solicitation’s specifications (R33-4-103(4)(a)(i)). In the 21<sup>st</sup> Century I can’t think of many instances when

identifying other brand names (after about 10 minutes of internet research) would be impracticable and so these should be included in our solicitations. Following this additional requirement can greatly increase competition and fairness by being clear to vendors that we truly are looking for “or equivalent” products.

Beyond identifying the brand name, it is also important to remember that a brand will often describe their own products using terms or specifications that are unique to only their brand. Often these unique terms or specifications are proprietary. By only using language unique to only one brand in our specifications we begin to tread in dangerous waters because our specifications begin to look overly restrictive or appear we are steering to one brand. To avoid this it’s important that such unique brand terms/specifications are described further and in sufficient detail so that another person can respond with an equivalent brand (R33-4-103(4)(b)).

As usual, following code and rule is the best course of action. Following these simple rules will help us get what we need and provide enough information to ensure vendors are treated fairly and to enable them to offer equivalent items at competitive prices (i.e. basically the reason we do a public procurement process).

*See the example in the left bar.*



## Using the Question Section to Improve Responses in U3P

By Rick Straw

Many of you are familiar with the question section of Jaggaer, formerly known as Sciquest, hosted by the Division of Purchasing on the Utah Public Procurement Place (U3P). The question section allows you to ask any question that you want vendors to answer. It also allows you to make a library of questions that automatically generates depending on the type of solicitation that you are doing. What you may not know is that you can make the answer to a

question conditional on uploading a document and made an answer required, vendors will not be able to submit their response without uploading the key document.

Making questions conditional does not eliminate the possibility that the wrong document will be uploaded, but it does decrease the risk of it. It also forces vendors to think about what they are uploading and

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*“Once you have made the question conditional on uploading a document and made an answer required, vendors will not be able to submit their response without uploading the key document.”*

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question conditional on uploading a file.

One of the more common problems with solicitation responses is that a vendor will forget to upload a key document or upload the wrong document entirely. Making the answer to a question conditional on uploading a document will decrease the risk of these problems occurring. The easiest way to do this is to make a question that asks the vendor if they have uploaded the document. You need to make sure that a response is required, which will be indicated by a star. Once you have made the

eliminates the possibility of them not uploading anything whatsoever.

One last thing before you go. In the Vendor Responses section you can see how many questions a vendor has answered. If you click on the percentage next to their name, you will see this information in addition to the prerequisites they have answered and the attachments they have viewed.

For more information and guided tutorial please follow [this link](#).

## Farewell

We say farewell to three hard workers who have taken other positions that will further their careers. After twelve years with the Division of Purchasing, Terri O'Toole accepted a deputy director position at the University of Utah. We will miss her institutional knowledge but know that she will enjoy her new position. Amy Gerrard accepted a position with the Federal Government and Michael Iwasaki accepted a position with the Board of Education. We wish each of them the best in their new positions.

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[purchasing.utah.gov](http://purchasing.utah.gov)

State Cooperative Contract  
Search Engine  
[statecontracts.utah.gov](http://statecontracts.utah.gov)



DIVISION OF  
PURCHASING & GENERAL  
SERVICES

## Welcome Our Intern

The Division of Purchasing welcomes Kayla Medina who joins us with as a summer intern. Kayla is currently pursuing a duplicate major in Business, and Symbolic, Logistic, and Linguistic Systems at Arizona State University. Kayla is looking forward to the opportunity of gaining professional experience as a Purchasing Technician Intern. Kayla is a Utah native, previously attending Utah Valley University. Along with collegiate lacrosse, Kayla enjoys hiking, camping, running, and mountain climbing.

We look forward to working with Kayla this summer.

## How to Receive the Purchasing Update Newsletter

Did you receive this newsletter from a co-worker? Do you want to receive the Purchasing Update directly? Please follow the appropriate steps below.

### (A) Individuals who have a State Google email account:

Step 1: Enter into GROUPS in the State Google email account

Step 2: In the new window's search field, type PURCHASING NEWSLETTER

Step 3: Google will list the "Purchasing Newsletter" as a group. Select the group.

Step 4: Click JOIN GROUP.

Step 5: In the new window, click JOIN GROUP. The administrator will be informed of your request and approve it.

### (B) Individuals that do not have a State Google email account:

Please send an email to Tara Eutsler, [teutsler@utah.gov](mailto:teutsler@utah.gov).

# NEW State of Utah Cooperative Contracts

TITLE	CONTRACT	VENDOR	DATES	ADDITIONAL INFORMATION
Codis Buccal Swab Collection Kits	AR428	Sirchie Acquisition Company LLC	04/30/2023	
Window Cleaning Services Window Cleaning Services	AV2853	Zack's Glass Cleaning LLC	04/30/2023	
	AV2612	Business Cleaning Systems Inc	04/30/2023	
	AV2613	City Creek Window Cleaning Inc	04/30/2023	
	AV2614	Deja View Inc	04/30/2023	
	AV2851	Bannack Cleaning Services	04/30/2023	
	AV2852	Wadleys Window Cleaning LLC	04/30/2023	
Fertilizer and Herbicides	AV2848	Horticultural Group Inc	01/31/2022	
	AV2849	Rentokil North America	01/31/2022	
	AV2850	SRC Corp.	01/31/2022	
School Yearbook Services	AV2325	Bell Photographers Inc	12/28/2022	
	AV2327	Jostens Inc	12/28/2022	
Photovoltaic Panels: Sales, Installation, and Maintenance Services	AV2806	Creative Energies LLC	01/15/2023	
	AV2808	RC Hunt Electric Inc	01/15/2023	
	AV2810	Sunworks Inc	01/15/2023	
School Picture Services	AV2322	Bell Photographers inc	12/18/2022	
	AV2323	Lifetouch National School Studios	12/18/2022	
Value Seating Products and Related Services	MA2868	The Hon Company	05/10/2023	
Electrical Vehicle charging station equipment and supplies	AR2839	The Electric Highway Co LLC	03/31/2023	
	AR2842	Verdek LLC	03/31/2023	
Cloud Solutions	AR2487	Oracle America Inc	09/15/2026	

# NEW State of Utah Cooperative Contracts

TITLE	CONTRACT	VENDOR	DATES	ADDITIONAL INFORMATION
Elevator Maintenance And Repair Services	AV2768	ThyssenKrupp Elevator	12/11/2022	
	AV2769	Schindler Elevator Corporation	12/11/2022	
Club Car Golf Carts	MA414	Intermountain Golf Car Inc	04/24/2023	
	MA416	RMT Equipment	04/24/2023	
Debt Collection Services	MA16070	GC Services Limited Partnership	05/13/2023	
	MA2032	Pioneer Credit Recovery, Inc	05/13/2023	
	MA2854	Account Control Technology, Inc	05/13/2023	
	MA2855	AllianceOne Receivables Management, Inc	05/13/2023	
	MA2856	CBE Companies, Inc	05/13/2023	
	MA2857	Collecto Inc	05/13/2023	
	MA2858	Harris & Harris Ltd.	05/13/2023	
	MA2859	Integral Recoveries Inc	05/13/2023	
	MA2860	Linebarger Goggan Blair & Sampson LLP	05/13/2023	
	MA2861	Premiere Credit of North America, LLC	05/13/2023	
	MA2862	Ray Klein, Inc	05/13/2023	
Collection and Shredding of Office Wastepaper	PA376	Columbus Secure Shredding	04/30/2023	
	PA2835	Enable Utah	04/30/2023	
	PA2836	Turn Secure Shredding	04/30/2023	
Xerographic Cut Sheet Copy Paper	PD403	Veritiv Operating Company	04/25/2023	
Fine Printing Related & Carbonless Paper	PD399	Veritiv Operating Company	04/25/2023	
	MA2864	Spicer Paper	04/25/2023	
Powder Coating for Galvanized	PD381	Valmont Coatings	04/30/2023	

# Status of Expiring Utah Cooperative Contracts

This section provides public entities information pertaining to the Division of Purchasing's decisions concerning state cooperative contract portfolios which will expire in the next 60 days. In order of expiration date.

Portfolio Name	General Purpose	Contract #	Vendor Name	Current Expiration Date	Decision
Debt Collection Services	Debt Collection	MA2035	BONNEVILLE BILLING & COLLECTIONS, INC.	5/14/2018	Please review the active contracts before making purchases to determine which vendor is best for your process. Search for "Debt Collection Services" Portfolio Questions: acarlisle@utah.gov
		MA409	PROGRESSIVE FINANCIAL SERVICES, INC	5/14/2018	
		MA1670	GC SERVICES LIMITED PATNERSHIP	5/14/2018	
		MA1668	IQOR US, INC.	5/15/2018	
		MA1669	NCO FINANCIAL SYSTEMS	5/15/2018	
		MA2034	GILA LLC DBA MUNICIPAL SERVICES BUREAU	5/16/2018	
Data Communications Equipment and Services	Ethernet - Broadband - And Other Internet Services	MA108	CENTURYLINK COMMUNICATIONS, LLC	5/17/2018	Solicitation complete. Contract negotiation & signature stage Questions: justindalton@utah.gov
		MA110	Allstream Business Us, Llc (Dba Zayo Group)	5/17/2018	
		MA111	COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC	6/15/2018	
		MA113	UTAH TELECOMMUNICATIONS OPEN INFRASTRUCTURE AGENCY (UTOPIA)	6/15/2018	
Child Safety Seats	Child Safety Seats	MA1157	Evenflo Company Inc.	5/31/2018	Extended to Sep 1, 2018; Being re-solicited: early solicitation stage Questions: vdudley@utah.gov
Office Supplies	High Speed Laser Cut Sheet Copy Paper	AR1680	Veritiv Operating Company	5/31/2018	New Contract Questions: kaiteehall@utah.gov
Office Supplies	Office Worksite Modification Products	PD086	Telcomm Government Sales Llc	5/31/2018	Being re-solicited: contract negotiation & signature stage Questions: kaiteehall@utah.gov
Office Supplies	Envelopes	MA341	Lefavor Envelope Compnay	5/31/2018	Will extend to allow for the completion of the re-solicitation: public posting stage Questions: kaiteehall@utah.gov
		MA425	Conveo Corporation	5/31/2018	
Replacement Parts	OEM Replacement Parts For Construction Equipment	MA431	Honnen Equipment Co.	6/2/2018	Being re-solicited: contract negotiation & signature stage Questions: codynelson@utah.gov
		MA433	Century Equipment	6/2/2018	
		MA437	Wheeler Machinery Company	6/2/2018	
		MA438	Generator Exchange	6/3/2018	
Data Communications Equipment and Services	Mobile Communications Components	MA158	TALLEY INC	6/23/2018	Being re-solicited: public posting stage
		MA161	TESSCO INCORPORATED	6/23/2018	Questions: justindalton@utah.gov

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This section provides public entities information pertaining to the Division of Purchasing's decisions concerning state cooperative contract portfolios which will expire in the next 60 days.

Portfolio Name	General Purpose	Contract #	Vendor Name	Current Expiration Date	Decision
Signals and Signs	Led Blankout Signs With Single Or Changeable Message	PD439	Glade Sales Company	6/23/2018	Discontinued. UDOT will complete an agency contract Questions: gkjohnston@utah.gov
Public Safety Communication Equipment-Radios	Public Safety Communication Equipment	AR2257	TELEWAVE INC	6/30/2018	Renewing. If vendor does not sign renewal, agencies should use the other vendors in the portfolio. Questions: btporter@utah.gov
		AR850	RADIO FREQUENCY SYSTEMS, INC	6/30/2018	
Medical Supplies	Breast Pumps	MA036	AMEDA INC	6/30/2018	To be extended to allow for the completion of the re-solicitation: Intent to participate stage Questions: vdudley@utah.gov
		MA322	Medela Inc	6/30/2018	
Snow Removal Supplies and Services	Snowplow Blade	MA2265	Scott Fearis	6/30/2018	Renewing. If vendor does not sign renewal, agencies should use the other vendors in the portfolio. Questions: cogbuehi@utah.gov
		MA2263	Ironhawk Industrial Distribution	6/30/2018	
		MA2264	Snowplow Blade Cutting Edges	6/30/2018	
		MA2266	Valk Manufacturing Company	6/30/2018	
Industrial Equipment & Supplies	Industrial Equipment & Supplies	MA042	GRAINGER INDUSTRIAL SUPPLY	6/30/2018	Being re-solicited: contract negotiation & signature stage Questions: aschliep@utah.gov
		MA043	FASTENAL	6/30/2018	
		MA323	MSC INDUSTRIAL SUPPLY CO, INC	6/30/2018	
		MA1949	INDUSTRIAL SUPPLY COMPANY	6/30/2018	
Lighting	Lighting And Electrical	MA049	CODALE ELECTRIC SUPPLY INC	6/30/2018	Being re-solicited: contract negotiation & signature stage Questions: aschliep@utah.gov
Police Equipment and Supplies	Law Enforcement Targets	PD443	Action Target	6/30/2018	Being re-solicited: contract negotiation & signature stage Questions: thodges@utah.gov
Fleet Supplies	Automotive Air And Oil And Fuel Filters	PD441	Crus Oil Inc. A.K.A. Qualco Inc.	7/11/2018	Being re-solicited: contract negotiation & signature stage Questions: kbrinkerhoff@utah.gov
Food	Ready-To-Eat-Cereal	MA448	NATIONAL FOOD GROUP, INC.	7/31/2018	Being resolicited: Early solicitation stage Questions: nsanchez@utah.gov
Audit Services	Freight And Shipping Contract Compliance And Cost Recovery	PD2611	GTMS FRIEGHT ANALYTICS	7/31/2018	Discussing next step Questions: vdudley@utah.gov

# Current Cooperative Contract Solicitations

This section provides public entities information pertaining to the progress of state cooperative contract solicitations. Because R33-8-110 (2) requires the solicitation process for complex procurements to begin no less than 180 day prior to expiration of contract, some solicitations below are for contracts that will not expire until 2019. Entities should be aware that a proposed solicitation in this chart can be dropped from this list without completion if it is deemed inappropriate for a cooperative contract.

Contract Portfolio OR Product/Service	Current Solicitation Stage		Replacing expiring portfolio?
Automotive Air & Oil Filter	Contract negotiation & signature stage	BP	Yes, expiring
Badges & Pins	Early solicitation stage	TD	New
Budgeting Software	Contract negotiation & signature stage	AC	New
Child Safety Seats	Early solicitation stage	VD	Yes, expiring
Cloud Solutions	Early solicitation stage	SK	Open AVL
Communication Services	Contract negotiation & signature stage	JD	Yes
Court Reporting	Early solicitation stage	BP	Yes, AVL
Data Communications Equipment & Services	Early solicitation stage	SK	Yes, expiring 2019
Electrical Vehicle Charging Station Equipment and Supplies	Contract negotiation & signature stage	NH	New
Educational Furniture	Early solicitation stage	AC	Yes, expiring 2019
Envelopes, Plain and Printed	Public posting stage	KH	Yes, expiring
Luminaire Poles	Early solicitation stage	GJ	Yes, expiring
Industrial Equipment & Supplies (MRO contracts)	Contract negotiation & signature stage	AS	Yes, expiring MA042, MA043, MA678, MA323, MA1949
Natural Gas	Early solicitation stage	AS	Yes, expiring 2019
New Kitchen Equipment, Appliances and Supplies	Public posting stage	NS	
Office Furniture	Contract negotiation & signature stage	AC	Yes

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Product or Service	Current Solicitation Stage		Replacing expiring portfolio?
Original Equipment Manufacturers for Construction Equipment	Contract negotiation & signature stage	CN	Yes, expiring
Patient and Wheelchair Lifts	Early solicitation stage	NH	Yes, AVL
Professional Painting Services	Evaluation stage	KH	Yes, AVL
Promotional Items	Early solicitation stage	TD	No
Push Bumpers	Early solicitation stage	GJ	Yes, expiring PD579
Refuse Containers for Garbage Collection	Early solicitation stage	RH	No
Residential Floor Covering	Contract negotiation & signature stage	KH	Yes, expiring MA392
Rideshare	Evaluation stage	RS	No
Sewer & Pipeline Camera, Equipment, Vehicle Inspection Systems	Public posting stage	CH	No
Tires	Public Posting State	RH	Yes
Traffic Radar Sensory Equipment	Early solicitation stage	RH	Yes
Utility Meter Commissioning	Contract negotiation & signature stage	RS	No
Vault Storage	Public Posting Stage	GJ	Yes, expiring
Value Seating	Contract negotiation & signature stage	AC	No
Walk-In Residential Furniture	Early solicitation stage	KH	Yes, expired MA393, MA388, MA389