

PURCHASING UPDATE



division of
**Purchasing and
General Services**

Scope of Work

Cody Peterson, State Procurement Manager

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I was recently looking at new vehicles online. Whenever I found one that I liked there was never a posted price. It always said please call for pricing. That can get frustrating when I would just like to quickly see if it would even be an option. Why not be open and transparent. The same can go for solicitations that we are posting for vendors to consider. The scope of work is a crucial part for any successful procurement and a poor SOW can lead to fewer, less qualified vendors and inconsistent or non-competitive pricing. A great SOW is key to getting what you are really looking for. Make sure that you are being open and transparent in what you are trying to get at the end of the day. Also consider posting the budget. This allows vendors to know how they can best implement the solutions you are trying to achieve and make that work with the budget that you have. Doing this can help elevate having to re-run a solicitation when all the proposals come back over budget. They are the professionals and will know how their proposals will help you get the “best value” of bang for your buck. Let them be able to give you what you are asking for within the budget constraints that you may have. This can also help because vendors will know if they will even be able to give you a proposal that will work. Just like when I was car shopping sometimes if you don’t know you just move on. Go to our website purchasing.utah.gov under the purchasing forms tab and you can find the scope of work template that will assist you in developing a great scope of work for your next solicitation.

JUST THE FAQs

Psychological and behavioral health services FAQ

Marci Woodward, State Procurement Manager

1. What contracts are included in this portfolio?

MA4056 – City Center Psychology, PLLC

MA4057 – Comprehensive Psychological Services, Inc.

MA4058 – The Partridge Psychological Group

2. What do these contracts offer?

Category 1 Employee Support Therapy (this may include: in-person therapy; telehealth therapy; individual talk therapy; and/or marriage and family therapy)

Category 2 Group therapy

Category 3 Training(s) and presentation(s)

Category 4 Critical incident debrief assistance

Category 5 Post-incident fit-for-duty evaluation(s)

Category 6 Pre-employment psychological assessment(s)

3. Can my agency have a Service Level Agreement (SLA) with two or more contractors?

Yes. End-user Agencies should make their own determination as to which contract(s) provide the best value to their agencies and may sign SLAs with as many contractor(s) as they wish.

4. What if my agency is in a rural area?

All three of these contractors offer telehealth appointments. If your Agency needs additional rural-area services, reach out to Marci Woodward (mwoodward@utah.gov).

5. Does my Agency have to provide "first responder" services in order to use these contracts?

No. Entities that are not first-responder agencies but that are eligible to use State Cooperative Contracts are welcome to use these contract(s).



Public Postings

Camille Clarke, Purchasing Agent



Utah Public Procurement Place

Public posting plays a vital role in the public procurement process. Public posting not only provides a sense of transparency with the expenditure of public funds, but provides a channel for public entities to leverage buying power and promote competition through a variety of businesses and suppliers.

Utah Procurement Code 63G-6a-112 is the statute that dictates Public Notice requirements for solicitation processes and where the posting should occur. 63G-6a-112 (1)(b)(i) & (ii) detail that posting notification should occur *“on the main website for the procurement unit”; or “on a state website that is owned, managed by, or provided under contract with, the division for posting a public procurement notice”*. Relative to Utah, this website is known to many as “Utah Public Procurement Place” or U3P.

However, you are not limited to just posting on U3P. Posting can be supplemented by different communication platforms such as local and national newspapers or digital publications and public entity or nonprofit websites. While supplementing is not necessary, it is an effective tool to ensuring your solicitation is garnering the attention of a vast business and supplier network.

Public posting requirements are contingent on the

solicitation process being utilized in addition to the budget of the solicitation itself. The solicitation processes in which Utah Procurement Code and Utah Administrative Rule that require public posting:

- Invitation for Bids (IFB) – 63G-6a-603 (3)
- Request for Proposals (RFP) – 63G-6a-703 (3)
- Award of Contract without Engaging in a Standard Procurement Process (ACWESPP/Sole Source) 63G-6a-802 (3) (a), applicable when the procurement exceeds \$50,000.00
- Request for Service Qualifications – Part 15 – 63G-6a-1502 (1)(a)

Posting is always an option and may be required by State Purchasing in order to ensure a specific procurement solicitation meets the intent and stated purpose of 63G-6a-102: transparency; fair and equitable; increased economy; and effective broad-based competition. Posting benefits end-user agencies because they aren't limited to only the vendors and products they know of and have time to research. Posting allows the opportunity for a previously unknown vendor to offer goods and services that are a better value to the end user.

Off Road ATV and UTV Vehicles

Jeff Hammer, Purchasing Agent

There are currently eight (8) State Cooperative contracts to meet your ATV and UTV needs. Various brands and models are available to help meet your agencies operational equipment requirements. The contracts include the initial equipment purchase as well as parts,

accessories, installation and maintenance services. Agencies should determine the best value to their organization by comparing the vendors listed below. Happy riding on your new ATV/UTV!

Contract #	Vendor	AVT Brands	UTV Brands
MA3977	Weller Recreation	Can Am, Yamaha, Polaris	Can Am, Yamaha, Polaris
MA3978	Jorgensen's Inc.	Polaris, Kawasaki Can Am Yamaha, Honda, KTM	Polaris, Kawasaki Can Am Yamaha, Honda, KTM
MA3979	Dabb and Co. Inc. dba Bonneville Equipment Co	N/A	Kubota
MA3980	Stan Bonham Company Inc. dba RMT Equipment	N/A	Kawasaki, Kiota
MA3982	L.N. Curtis and Sons dba Curtis Blue Line	Polaris: Law Enforcement, fire and rescue	Polaris: Law Enforcement, fire and rescue
MA3983	Steadman's Recreation Inc	Honda, Yamaha, Polaris, Ar- go	Honda, Yamaha, Polaris, Ar- go
MA3984	YPCB, LLC dba Young Pow- ersports of Centerville: other locations: Layton, Logan, Mor- gan, Ogden and Pleasant View	Kawasaki, Yamaha, Indian, Polaris, Honda	Kawasaki, Yamaha, Polaris, Honda
MA3981	Clark Equipment Company dba Bobcat Company	N/A	Bobcat Utility Vehicles

UCI

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QUESTIONS? CONTACT US AT 801-522-7931 | UCI.UTAH.GOV

Spotlight Article



Arlene Truman

I was born and raised in Cedar City, Utah. I am the youngest of four children and the only girl. I am the mother of four children ages 19, 17, 12, and 10. I graduated from Southern Utah University in 2008. Prior to coming to Purchasing I worked for the Department of Workforce Services for almost 10 years. I am extremely proud of having been awarded the Corner Stone Exceptional Service award for

my work assisting with the Utah Rent Relief program while working there.

When I am not working, you will find me at a ball field or in a gymnasium watching my kids play baseball, softball, football, volleyball, and basketball. You get the idea. If I have any free time outside of being the ultimate sports mom. You can find me tending to my large collection of houseplants and roses. I am also a devout Sneakerhead and love going to the gym.

Question: What's the best vacation you have ever been on? Spain. My youngest brother and his fiancée were married in her hometown of Salamanca. It was beautiful. The atmosphere in the town square was magical at night. The Spanish people were so kind and welcoming. We were surrounded by so much history it was an amazing experience. Though the best part was that all my brothers and their families were living in different countries at the time so this was the first time in several years that we were all able to be together.

Question: What is your biggest fear? Roller coasters or someone stepping on my sneakers.

PROCUREMENT TRAINING

PEP SEMINAR

DATE: 06/15/2023

TIME: TBD

TOPICS: All Things RFP

PLACE: Taylorsville State Office Building

Registration information will be sent out through the Purchasing Newsletter Group in mid-May.

NIGP

DATE: July/August

TIME: TBD

TOPICS: Summer Activity

PLACE: Bees Game

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 send an email to Jessika Huhnke, jessikahuhnke@utah.gov

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Hours: 8:00 am—5:00 pm M-F

