



STATE PURCHASING Quarterly Connection

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(208) 332-1941
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Record Center
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Boise, ID 83720
(208) 327-7060
recordcenter.idaho.gov

Federal Surplus Program
106 S. 43rd, Suite 105
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Mr. Bill's Blog....

At the National Association of State Procurement Officials (NASPO) annual meeting held September 13, the State of Idaho Division of Purchasing was awarded the George Cronin Award silver medal. The George Cronin Award for Procurement Excellence is recognized as a premier achievement for innovative public procurement and pays homage to a founder and the first president of NASPO for his devotion to improving governmental purchasing.



**Bill Burns, Administrator
Division of Purchasing**

All U.S. states are eligible to file for the award. This year, NASPO received eighteen award applications. Idaho's submittal was for a new best value procurement process titled the *Performance Information Procurement System*. The objectives of this process are to reduce risk and associated costs for service contracts and increase the success rate of the contract's service delivery.

At the conference, Idaho's Division of Purchasing also lead the best value educational discussions for the 44 member states present. Dr. Dean Kashiwagi, professor at Arizona State University's School of Sustainable Engineering and director of the Performance Based Solutions Research Group presented much of the educational background.

Congratulations to all the procurement professionals in the state that have worked so hard to develop and implement a new approach to procurement and to Mark Little for carrying the torch!

Bill



Central Postal Updates

Lewis Carroll has joined the state as the Postal Operations Manager, taking over for Sharon Whitson who recently retired. While Lewis has many years of experience in the postal service he is busy acquainting himself with the State's Central Postal operations. With a staff of 12 they are ready and able to handle all of your mail requirements. One of the newer services is mail insertion and in the last couple of weeks they have processed over 151,000 pieces of insertion mail for various agencies. Last year 7.4 million pieces of mail came through the postal center.

Please feel free to drop by and meet Lewis for a tour and learn more about how they operate and what services they can provide for you.

The World According to “Mark”



As most of you know, we have revised the Professional Services Agreement (PSA) which is now available on our website under Documents/Forms. The revisions to the PSA have made the form clearer and more precise.

I would like to reiterate the purpose of this form and these types of agreements in general. DOP rules allow for issuing PSAs. IDAPA 38.05.01.011.29 defined Professional Services as “Work rendered by an independent contractor whose occupation is the rendering of such services and who has a professional knowledge of some department of learning or science used by a particular application to the affairs of others or in the practice of an art founded on it, including but not limited to accounting and auditing, legal, medical, nursing, education, engineering, actuarial, architecture, veterinarian, and research. The knowledge is founded upon prolonged and specialized intellectual training that enables a particular serviced to be rendered. The work “professional” implies professed attainments in a special knowledge as distinguished from mere skills.”

IDAPA 38.05.01.044.07 allows for the use of a Professional Services Agreement for services reasonably expected to cost \$100,000.00 or less and not to exceed one (1) year. The agreement is not renewable and cannot be used for services available under an open contract. The key here is that the service is not recurring and is a one-time unique situation. If a particular service is needed annually, a PSA is not the tool.

We will continue to work with the AG’s office and Risk Management on this process, and will keep you apprised of any further details or changes.

Did You Know???

A Shortage of Rare Earth Minerals is Affecting the Pricing on Fluorescent Lighting

Due to a shortage of terbium oxide, one of the rare earth phosphors that coat the inside of fluorescent lights, consumers can expect to see dramatic price increases on fluorescent lamp products. The lamps most affected will be CFL, T-5, T-8 and T-12.

After January 2012, and while phasing in additional requirements from the U.S. Department of Energy through 2014, US companies will no longer manufacture T-12 and other lamp types. These companies will be shifting towards more efficient lighting such as the T-5 and T-8. Imports on these items will also be restricted, and supplies will eventually dwindle to the point that certain lamp types will simply no longer be available. Most of the world’s consumption of rare earth metals is mined in China. Taxes and tariffs imposed by the Chinese government, changes to existing mining regulations in China, and an export hold from China are all factors in this situation.

Our contract with North Coast Electric (primarily Sylvania lighting products) has been amended to allow for a price increase, effective October 1st and is available on the State’s website. You can expect similar increases from Grainger (GE) and Fastenal (Phillips). All three companies have announced that they expect fluorescent lamp prices to double in the next year. We will keep you updated as more information becomes available.

Need Something Printed Quickly??

Did you know we do fingerprint card bump with each office’s information???

By golly we do! The 9x9 standard sized card comes in a package of 2000. We can “bump” your information directly on the cards without touching the top portion (which is where you would make your fingerprint impression). We provide out-of-the-box run, then print and back in the same box. **Best of all, we can do this all in the same day!!!** Currently, we supply imprinted cards to the Board of Pharmacy, Health & Welfare and the Department of Education.



For more information on the variety of services available, go online to copycenter.idaho.gov; or, call Kay or Val at (208) 332-1941.

New...and On the Move

Who is "New"?

Rhett Green, Rhett joined EITC as a Senior Buyer, replacing Sandi Dingman. Rhett grew up in Rigby and attended both EITC and ISU. Rhett loves to fish, hike and spend time with his two boys.

Lewis Carroll, Lewis has joined DOP as the Postal Operations Manager. Lewis comes to DOP from 32 years with the US Postal Service. He was also in the Army and spent 23 years with the Air National Guard, retiring in 2010. Lewis then spent another 6 years with the Idaho Military Division. Lewis says he is extremely happy to be here and looks forward to making a positive contribution to the State Purchasing Team.

Who is "On the Move"?

Dennis Harris "Goodbye Military Division, hello retirement!" After 43 years of service between the Idaho Air National Guard and the Idaho Military Division Purchasing and Contracting Office, Dennis will retire on October 28th. Dennis joined the Air National Guard in 1968 in Civil Engineering and achieved the rank of Senior Master Sergeant of the 124th Civil Engineering Squadron at Gowen Field. In 1984, Dennis started as the Procurement Assistant and in 1993 he became the Purchasing Agent for the Idaho Military Division. We wish Dennis the very best with his new adventures in retirement. Thank you Dennis for your service and support!

Sandi Dingman Sandi retired on July 29th after 35 years as a buyer for Eastern Idaho Technical College. Sandi's first trip in retirement was Alaska!!

We had the opportunity to be in Idaho Falls in July and participated in the gathering to wish Sandi well in her new life as a retired person. Here are some photos:



Making Cent\$ - Utilizing State Contracts

Fuels, Bulk & Heating Oils

All Bulk and Heating Fuel Contracts have been renewed and posted on the Purchasing website. There were slight increases in pricing for the renewed contracts. Effective dates for new rates are October 1, 2011 through September 30, 2012.

Propane Contracts

The Propane Contracts have been renewed and are now posted on the Purchasing website. Price increases are effective September 1, 2011.

SBPO1317-02 AmeriGas (Zones 1,2,3)
SBPO1318-01 Heritage (V-1) (Zone 4)
SBPO 1319-02 CHS Bingham Co. (Zones 5,6)

Office Furniture Contracts

SBPO01322 Steelcase
SBPO01321 Kimball Office
SBPO1320 Herman Miller

All three contracts have been extended for 6 months or until a new WSCA contract in place. Price increases as established by a CPI index in the contract allow for a 3.9% adjustment. Herman Miller prices increased by 3.5%, Steelcase 3.9%, and Kimball had no request for an increase.

P-Card Wells Fargo

An amendment to SBPO1307, the statewide purchasing card contract, was issued in early September which extended the contract for a period of January 1, 2012 through December 31, 2012. This was done to provide adequate time to rebid. We anticipate that we will issue a new RFP in January 2012.

Tires

The current contracts have been renewed through December 2011. DOP is participating in the WSCA tire proposal that is currently being developed. We will post more details on the website as they become available.

Vehicles

The bid for statewide vehicles closed September 30th. After review and intent to award, we hope to have contracts in place by the Oct/Nov timeframe.

Papers, Plastics, Bags & Liners and Cleaning Supplies

The contract with Gem State Paper & Supply Co. (SBPO1256) has been extended October 9, 2011 through October 8, 2012. Prices have changed effective September 15, 2011. Please see the posting of this contract (pages 1—17) on the statewide contracts website for more detail. There are 111 scheduled items, with price increases on 88 items. Most of the price increases were 3% - 9%. (Only 4 item prices increased more than 9%).

Body Armor (WSCA Contracts)

These contracts have been issued to Point Blank Solutions, Inc. and Survival Armor, Inc, effective through October 18, 2012. Pricing begins on the eighth page of the contract. Please note that Point Blank Solutions, Inc. has identified that the Master Price Agreement pricing shall be the pricing to factor the Idaho administrative fee, but that fee will still come out of the price for each item). There are 5 contracts that can be used across the state:

PADD1087—Central Lake Armor Express
PADD1088—Point Blank Solutions, Inc
PADD1089—Safariland, LLC
PADD1090—Survival Armor, Inc
PADD1091—U.S. Armor Corporation



Federal Surplus is Bigger & Better Than Ever

FSP has expanded its warehouse space to over 10,000 sq ft!!!!

FSP is now able to stock all types of furniture, including desks, filing cabinets, bookcases, lockers, storage cabinets and more. James Hollis at FSP says they have been receiving property on a weekly basis from the National Interagency Fire Center. Newly received property includes furniture, lots of tools, box vans, 2 UTV's, packs and bags, office supplies and more. The best part...a lot of these items are BRAND NEW.



Don't forget to go to our website at www.fsp.idaho.gov to fill out requests and view the entire inventory.

******Mention this newsletter and receive a 10% discount on any purchase made in the month of October!******



Statewide Quarterly/Business Meeting

Plan to attend the STATEWIDE QUARTERLY/BUSINESS MEETING!!!

Wednesday, October 13th, 9:00 AM - 11:30 AM at a location near you!

Locations listed below will participate via video conferencing. RSVP to the contact person, and plan to attend!!!!

District 1 Headquarters

600 W. Prairie Avenue, Coeur d'Alene
Seating is limited to 9-12 individuals
Attendees must sign in at the front desk
Contact: Jim West
General phone number: 772-1243

District 2 Headquarters

2600 Frontage Road, Lewiston
Seating is limited to 12-16 individuals
Attendees must sign in at the front desk
Contact: Sharon or Kathy
General phone number: 799-5090

District 3 Headquarters ITD Boise

3311 W. State Street, Boise, Main Auditorium
Seating is limited to 120 individuals
Attendees are not required to sign in
Contact: Sherry Jenkins, 334-8088

District 4 Headquarters

216 S. Date Street, Shoshone
Seating is limited to 8-12 individuals
Attendees must sign in at the front desk
Contact: Dan Pierson
General phone number: 886-7800

District 5 Headquarters

5151 South 5th, Pocatello
Seating is limited to 20 individuals
Attendees must sign in at the front desk
Contact: Pam Landon
General phone number: 239-3300

District 6 Headquarters

206 N. Yellowstone, Rigby
Seating is limited to 60 individuals
Attendees must sign in at the front desk
Contact: Nancy Luthy
General phone number: 745-7781

Other Upcoming Events!!

IDAHO BUSINESS CONFERENCE –Boise –BSU Stueckle Center (Formerly known as the Governors Conference)

Mark your calendars for October 21, 2011, to attend this excellent one-day opportunity to meet some of Idaho's finest manufacturing and service-oriented businesses that are ready to fulfill your procurement needs. Please call for more information or to RSVP – Lee Velton at 208-334-2470 or email lee.velten@commerce.idaho.gov.

UPCOMING TRAINING CLASSES

Due to the WSCA conference in December and trying to work around the instructors schedules, we have had to make some changes to the class schedule. The following training classes have now been scheduled through February. Please review and select the classes you wish to attend.

For information about each class go to: <http://www.adm.idaho.gov/purchasing/training.htm>.

DATE	LOCATION	CLASS DESCRIPTION
November 15	Boise	Intro to Public Procurement—DOP, no charge
Date Change December 14 - 15	Boise	Performance Based Requests for Proposals – NIGP
Date Change January 26 - 27	Boise	Effective Contract Writing – NIGP
Date Change February 16	Boise	Managing Your End Users - NIGP

REGISTRATION INFORMATION:

You can register for one or all of the classes at the same time (preferred, as some classes fill up quickly). Specific training room sites will be announced as we fill the classes. Please register directly with Bonnie.Sletten@adm.idaho.gov.

