

The Buzz is Back

Buyers Buzz January 2016



News from the Top

How often are you faced with making a particular purchase and find yourself completely stumped as to how to even begin? We are as close as a phone call away if you need our help.

We also have a website where we post existing contracts as well as general information around and what could prove to be especially important to you, contact information for staff members available to assist you on your given purchase.

We hope you will familiarize yourself with our website and we welcome any suggestions you may have on its improvement.

For a list of all current commodity contracts go to [All Statewide Commodity Contracts](#)



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Procuring Vermont Products for The People

By: Abbey Willard and Ali Zipparo
Vermont Agency of Agriculture,
Food and Markets

Thanks to Vermont farmers and distributors, the Abbey Group and an inter-agency collaboration led by BGS and the Agency of Agriculture, Food and Markets (VAAFAM), there's a lot to celebrate about local food on State Street in Montpelier. Enosburg Falls based food service management company, the Abbey Group, has been serving healthy local food to State of Vermont (SOV) Employees, legislators, and other visitors at the Vermont Statehouse and 133 State St. for over a decade.

This food service management company has worked closely with VAAFAM over the past year, supplying procurement data for analysis, in an effort to satisfy the local product procurement tracking component of Act 38. Recent data analysis revealed that the Abbey Group's procurement of Vermont product makes up 30% and 19% of total food purchasing at the Statehouse and 133 State St., respectively. These numbers significantly exceed the SOV current average in local procurement, 7%, as well as the 2014 statewide value of local food purchases at 6.9%.

The new SOV Healthy Menu standards have been adopted at both of these locations, and have led to increased fresh, local menu options available to cafeteria customers. 133 State St. Manager, Ashley Sherman and staffer Dulcie Taylor say they appreciate that Vermont has companies like Upper Valley Produce who are able to supply fresh, local produce to their facility every day. That product availability allows Ashley and Dulcie to offer these items to their customers, who are increasingly seeking modified dietary options.

Ray Wood, (pictured right) Statehouse Café Manager, has been working under the golden dome for 9 years, and is always looking for creative ways to serve healthier, fresh, and local food. The café features Vermont products like Monument Dairy milk, Green Mountain Creamery yogurt, Cabot cheese, and Boyden Beef, along with a wide array of

local fruits and vegetables. During the legislative session, Ray feeds an average of 400 people a day, and loves every minute of it, saying "It's like cooking for all my best friends. I love being able to be creative with my menus, while also offering special items, to meet the dietary needs of my customers."

In 2015, Ray was awarded the Spirit of Americans with Disabilities Act Award by the Governor's Committee on the Employment of People with Disabilities (GCEPD) for his commitment to hiring employees with disabilities. In a press release from the Abbey Group, Chris Loso of GCEPD and Nate Piper of Creative Workforce Solutions noted that Ray "is an employer who has a way of making his employees feel truly valued. While teaching culinary work skills, he also teaches skills that transfer into one's personal life, going above and beyond to help employees reach their own full potential."

VAAFAM expects that local procurement in state government will increase over the next several years with the growth of our local food movement and consumers become increasingly aware of where their food comes from and how it was grown., Both VAAFAM and BGS appreciate the Abbey Group's commitment to finding creative solutions to procure more Vermont product and willingness to work cooperatively with state partners to measure the amount of local food being purchased in the SOV.



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STATEWIDE EQUIPMENT MAINTENANCE PROGRAM (EMP)

The statewide EMP is currently established under a contract with The Remi Group (#16866) and managed through the local office of Hackett Valine and McDonald (HVM). The EMP covers the full cost of equipment maintenance and repair, replacing more expensive individual vendor contracts while in most cases, utilizing the same service providers with no reported reduction in service levels. Benefits are outlined below:

Cost Reduction

Reduces current equipment maintenance expenditures by 25% compared to conventional service contract pricing.

Singular Contract

Consolidates all of your current service contracts into ONE comprehensive program, eliminating the high costs and inefficiencies of multiple vendor service contracts.

Choice of Service Vendor

Works with national and local service companies and will dispatch your current or preferred service provider. This gives you the ability to choose service providers based on responsiveness, customer service, and quality, ensuring that you are receiving the highest level of service available.

Service Management System

Manages your service call from start to finish. One toll free number for all covered equipment service calls and real-time tracking of each service event ensures that your equipment is maintained properly and fixed right the first time.

Online Management Reports via Remi Online

Enables you to easily access information such as equipment inventory, repair history, performance, and service vendors

Guaranteed Budget

Solidifies your maintenance budget and protects your investment by providing a “capped cost” solution.

Some examples of equipment types listed below. Please see contract [#16866](#) for complete listing.

General Office

- Automated Filing Systems
- Collating Machines
- Dictation Equipment

Communication

- Audio/Visual Systems
- Intercoms
- Pagers

Mail Room

- Addressing Systems
- Bar-coding Equipment
- Binding Machines

Security

- Alarm Systems
- Card Access Systems
- Vaults & Safes

Research/Laboratory

- Clinical Analyzers
- Densitometers
- Electron Microscopes

POS Equipment

- Barcode Scanners
- Cash Drawers
- Check Readers

Printing Equipment

- Binding Machines
- Collators
- Counters

Law Enforcement

- 911 Systems
- Breathalyzers
- Defibrillators



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RECENTLY ADDED CONTRACTS

2016 Model Year Police Pursuit Vehicles –The Ford, Chevy and Dodge police pursuit vehicle contracts are in the process of being extended to include 2016 models.

- [#28240](#) – 2016 Ford Police Pursuit Vehicles - Formula Ford
- [#28451](#) – 2016 Chevrolet Police Pursuit Vehicles - Shearer Chevrolet
- [#28387](#) – 2016 Dodge Police Pursuit Vehicles - Goss Dodge

If you have any questions, please contact Steve Smith at Steven.Smith@vermont.gov or 828-4681.

Rental Vehicles – The Office of Purchasing & Contracting maintains two rental vehicle contracts for use by state employees when traveling on official state business. These contracts have been extended for another one-year period.

- [#16349](#) – Hertz Corporation
- [#16365](#) – Enterprise (ELRAC)

If you have any questions, please contact Steve Smith at Steven.Smith@vermont.gov or 828-4681.

Various Contracts:

- [#29965](#) – CPS – Sit to Stand Furniture – Exterus Business Furniture
- [#29966](#) – CPS – Sit to Stand Furniture – Office Environments Inc.
- [#29501](#) – CPS – Security Uniforms – Ben's Uniforms
- [#30559](#) – CPS – Caseload Furniture – Exterus Business Furniture
- [#30560](#) – CPS – Caseload Furniture – W.B. Mason Co., Inc.
- [#30561](#) – CPS – Caseload Furniture – Office Environments Inc.
- [#30414](#) – CPS – Mattresses and Pillows – Bourdons Institutional Sales Inc.
- [#30528](#) – CPS – Keyboard Trays & Monitor Arms – Exterus Business Furniture
- [#30529](#) – CPS – Keyboard Trays & Monitor Arms – Office Environments Inc.

If you have any questions, please contact Deb LaRose at Deborah.Larose@vermont.gov or 828-4635.

Virtually every office across the state uses toner but are you aware that Staples (Contract [# 17693](#)) also offers High Capacity Toner Cartridges, that if substituted for your regular cartridges, can save your organization up to 25% of your annual toner expense?

Please contact Brian Berini or Linda Wortman (802-828-2217/4658) for further information.

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INFORMATION TECHNOLOGY CONTRACTS

Data Communication Contracts: Purchases made by State agencies and departments shall be coordinated through the Vermont Department of Information and Innovation (DII Telecommunications). Work orders must be submitted to DII Telecommunications for Products and Services.

Products and services available through the Master Agreement are categorized within ten different Bands. These Bands, and the products and services they represent, are broken out as follows:

Band 1: Data Center Application Services Band 2: Networking Software, Band 3: Network Optimization & Acceleration, Band 4: Optical Networking, Band 5: Routers, Band 6: Security, Band 7: Storage Networking, Band 8: Switches Band 9: Wireless and Band 10: Unified Communications and Services

Current New Contracts:

- Master Agreement: Hewlett Packard Enterprise (HPE) [#30294](#) - Bands 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10

Computer Equipment, Peripherals and Related Service Contracts:

Products and services available through the Master Agreement are categorized within five different Bands. These Bands, and the products and services they represent, are broken out as follows:

Band 1: Desktops, Band 2: Laptops, Band 3: Tablets, Band 4: Servers, Band 5: Storage and Related Peripherals & Services

Current New Contracts:

- HPE Contract [#30149](#)
Added Reseller: SHI [#30171](#) (Bands 1-5)

Pending Contracts:

HP Reseller Ormsby's (Bands 4 & 5)
Panasonic Master Contract (Bands 2 & 3)
Panasonic Resellers RedRiver Computing
Panasonic Reseller CDW
Fujitsu Master Contract (Bands 1-3)
Microsoft Master Contract (Band 2)

Software Contracts:

We are in the process of finalizing software reseller contracts. These contracts will provide software products from over 2300 publishers and may be purchased on these contracts. Agencies can acquire software training, pre-sales assistance, documentation, installation, configuration, and volume license agreement administration under the scope of these agreements. We expect to have the new contracts in place March 1, 2016 or sooner. **Until then our current contract [#17915](#) with SHI is valid until such time.**

Pending Contracts:

Software Reseller Insight Public Sector
Software Reseller CDW-G
Software Reseller SHI

Software Reseller PCMG Inc.
Software Reseller Dell

If you have any questions, please contact Stephen Fazekas at Stephen.Fazekas@vermont.gov or 828-2210.

The Buzz is Back**Buyers Buzz**
January 2016**COMING SOON**

COPIERS, PRINTERS AND RELATED DEVICES – Vermont participated in a cooperative bid with NASPO-ValuePoint for Copiers, Printers and Related Devices. Multiple contracts have been awarded for use by the State of Vermont as well as Political Subdivisions within Vermont. We hope to have contracts in place soon with the following vendors:

Canon: Group A: Convenience Copiers
Group B: Production Copiers
Group C: Wide Format Copiers
Group D: Printers
Group F: Scanners

Ricoh: Group A: Convenience Copiers
Group B: Production Copiers
Group C: Wide Format Copiers
Group D: Printers
Group E: Digital Duplicators

Toshiba: Group A: Convenience Copiers
Xerox: Group D: Printers
HP Inc.: Group D: Printers

We Need YOU!

In our December edition we requested any recommendations for the newly reinstated Purchasing Advisory Council (PAC) for the promotion and improved effectiveness of the statewide purchasing functions.

We were hoping to hear from staff responsible for, or directly involved with, departmental purchases for participation in these sessions. We will be having our first meeting in February.

We would like agencies to provide this office with input around what they would like to see moving forward, opportunities, communication (alerts/advisories), lessons learned, etc.

Please send any recommendations for the PAC to Laura.cornell@vermont.gov.



The Buzz is Back**Buyers Buzz**
January 2016Article by: **Angela Leclerc**
Director, Service Management
Department of Information & Innovation

The State of Vermont is collaborating with Microsoft regarding a migration of our Microsoft Enterprise suite of licenses to Microsoft® Office 365. Office 365 is referred to as a cloud-based service, and provides access to many tools such as Email, Office and SharePoint over the internet.

The move to Office 365 is part of the State of Vermont's strategy to reduce the cost of administering and hosting Microsoft systems, such as Email and SharePoint by moving them to the Cloud. Office 365 will also provide enhanced features that are not currently available to us, and free up needed technical staff to focus on other initiatives.

For a limited period of time, we have free online training available to us (until April 15, 2016). If you wish to utilize this training, please go to this web link with instructions on how to logon: <http://dii.vermont.gov/sites/dii/files/PDF/Support/BrainStormTraining.pdf>

If you have questions concerning this service or preparation for the launch, please visit the DII Office 365 website at: http://dii.vermont.gov/news_issues/projects/office365

The website includes many details about Office 365, and is one of the resources we are utilizing to inform all users as the project progresses.

Useful Links

- Office of Purchasing & Contracting website: <http://bgs.vermont.gov/purchasing>
- [Statewide Commodity Contracts that are utilized by more than one agency/department](#) (including those for use by Towns and Schools) To view or print the text of a contract click on the contract number.
- [All Statewide Commodity Contracts](#) List of all commodity contracts that have been issued by the Office of Purchasing & Contracting
- [Monthly Contract Updates](#) List of contracts that have been added or amended in the last 30 (thirty) days by the Office of Purchasing & Contracting
- [Buyers Resource Guide](#) A guide for Vermont state agency personnel to the policies, procedures, and practices that guide the state's procurement process.

We would like to hear from you! What would you like to see in future newsletters? Any suggestions or comments can be sent to Laura.Cornell@vermont.gov.