

The Buzz is Back

Buyers Buzz April 2016



133 State Street Cafeteria

Great news for patrons! Our 133 Café will not be closing its doors but will remain open under new management. While the finer details are still being worked out we nonetheless thought it prudent to get the word out to everyone that sandwiches, salad bar, and daily specials (to include 109 Cart Runs) will continue.

The State has contracted with a new Chef (who hails from Delicate Decadence) and takes over the Café on the 1st of May,-- with the Café being closed on the 2nd of May to allow for the installation of new and additional equipment.

Hours of operations have not been changed: 7:00AM to 2:00PM.

Expect a new & improved salad bar, assortments of fresh fruit and bagels available daily, and seasonal menus to highlight domestic products.

The summer BBQs will once again be offered and will run June through August (and perhaps September with weather permitting). Additionally, look forwards to a new once-a-month Pancake Breakfast!

The 133 State Street Café makes for a convenient stop for State employees and offers a very nice menu selection at competitive prices. Sales at the café also help support the Division for the Blind and Visually Impaired., we appreciate your understanding and continued support, and ask that you please bear with us through this transition.

In this issue...

133 State Street Cafeteria	1
Local Wood Fuel Heat State	1
Statewide Universal Recycling	2
Year End Close	2
BDA Audit	2
Seasonal Matters	3
Recent Contracts	3-4
Online Training	4
IT Contracts	5-6
Coming Soon	6

Local Wood Fuel Heats State Facilities

By: Paul Frederick

Agency of Natural Resources, Vermont Department of Forest & Parks

Vermont state government has a long history of heating with locally produced wood fuel. In 1977 the Vermont Legislature directed the then Division of State Buildings to construct and operate a wood chip burning facility at the Vermont State Hospital in Waterbury. This was the first of many building conversions to wood energy completed by the Department of Buildings and General Services (BGS) over nearly 40 years. The practice has resulted in reduced heating costs, displacement of fossil fuels and circulating heating dollars in the Vermont economy rather than sending them out-of-state or out of the country.

During the winter of 2015-2016 much of the wood fuel used by the Montpelier District Heat Plant and the Waterbury State Office Complex was not only local, but was, in fact, produced from a timber sale on state-owned land in Topsham. The fuel was harvested as part of a wildlife habitat management project conducted on the VT Department of Fish and Wildlife's, Pine Mountain Wildlife Management Area under the direction of foresters from the Department of Forests, Parks & Recreation. The project is designed to improve habitat for Ruffed Grouse as well as to promote the production of hard and soft mast crops (beech nuts and black cherry) for wildlife.

Catamount Forest Products LLC of Groton, VT purchased the standing timber through a competitive bid process. The company harvests standing timber throughout central and northeastern Vermont for a variety of forest products ranging from high value sawlogs and veneer logs used for lumber and production of wood products, to pulpwood used to make paper and the wood chips used for heat and electrical generation. Catamount also holds the contract to supply woodchips to a number of state-owned facilities including the State Hospital in Berlin, the Waterbury Complex and the District Heat Plant in Montpelier. Whole-tree chips from the Pine Mountain harvest were used to fuel the Montpelier plant and bole chips (fuel produced by chipping tree stems or boles producing a more consistent sized chip) from the project were delivered to the Waterbury facility, closing the loop and heating state buildings with wood produced on state-owned land.

Modern wood heating in Vermont State buildings, which utilizes highly efficient, low emissions wood burning technology has the potential to enhance the forest products economy by adding value to the "weeds" removed during forest management activities. It can not only save tax payer's dollars, but also multiplies their effect by circulating those dollars back into Vermont's economy, supporting local small businesses.

Modern wood heating can be affordable, local and renewable... If we do it right!

On an annualized basis, Vermont's forests grow roughly twice as much wood volume as is harvested or lost to mortality. A significant portion of this volume is of low quality which is not suitable for use as sawlogs, or other high value products, but which needs to be harvested to make room for higher quality trees. Markets for this low-grade wood are critical to accomplishing forest management goals. "Energy wood" (including wood chips, firewood and wood for pellet manufacturing) has become an increasingly important low-grade wood market for Vermont's loggers as well as public and private landowners, especially in light of recent contractions in the paper industry in New England.



The Buzz is Back**Buyers Buzz**
April 2016

Statewide Universal Recycling. In 2012, the Vermont Legislature enacted the Universal Recycling Act for Solid Waste. Act 148 (<http://www.leg.state.vt.us/docs/2012/Acts/ACT148.pdf>) addresses the disposal of solid waste in Vermont by setting diversion (reducing waste to landfills) requirements of the food service industry that is phased-in over a 4 year period -- with a landfill complete disposal ban on food and food scraps by 2020. To help support this initiative, we have established contracts for Composting Bins and their associated Liners which may be found on our website. An overview of these contracts follows:

- [#29017](#) - Composting Containers - Rehrig Pacific Company
- [#28972](#) - Composting Containers - Impact EcoVision Environmental, Inc.
- [#28954](#) - Composting Containers—Busch Systems International, Inc.
- [#28862](#) - Compost Bin Liner Bags - Foley Distributing, Corp.



YEAR END CLOSE INSTRUCTIONS

FY 2016 Requisitions

All requisitions for FY 2016 purchases are due in the Office of Purchasing and Contracting of the Department of Buildings and General Services by the close of business **May 9, 2016**. **Reminder:** Requisitions must be approved and budget checked in VISION to be available to Purchasing.

For requisitions submitted by the May 9th deadline, the Office of Purchasing and Contracting will conduct the appropriate acquisition process and have Purchase Orders available for encumbrance in the VISION system by 7:00 PM June 1, 2016. Requisitions submitted after the May 9th deadline will be processed if there are sufficient resources and time available to meet the June 15, 2016 year end close deadline for FY 2016 purchase orders.

FY 2016 Purchase Orders

Purchasing will create FY 2016 purchase orders by 7:00pm June 1, 2016, from FY 2016 requisitions received by May 9, 2016.

All FY 2016 purchase orders being rolled must be approved, budget checked and dispatched by departments by **7:00pm June 15, 2016**. The creation of FY 2016 purchase orders will not be allowed after this date – this includes purchase orders for personal service contract payments. **Please plan accordingly with your contractors – departments will be unable to enter purchase orders and contract payments from June 16 – June 30, 2016.**

Blanket Delegations of Authority (BDA)

We have begun reviewing all BDA purchases beginning with BDA #1. Depending on our initial review we may be contacting Agencies for copies of specific vouchers as supporting documentation on the sample transactions being reviewed.

The intent of BDA #1 is to allow for small or unanticipated purchases not currently covered under an existing contract. The delegation limit for a single, one time purchase or an aggregate purchase of the same item, is \$3,500. It is not to be used for the purchase of the same or like items if those purchases exceed \$7,500 within any month or \$15,000 within a fiscal year. If requirements exceed these limits, the Office of Purchasing & Contracting should be contacted to initiate a contract as appropriate to meet your specific requirement(s).

For a list of all BDA's and their respective requirements go to <http://bgs.vermont.gov/purchasing/bda>

The Buzz is Back

Buyers Buzz

April 2016



SEASONAL MATTERS

Statewide Fuel Requirements. New fuel requirements need to be processed through the Office of Purchasing and Contracting. Requesting agencies need to complete and submit the Fuel Requirements Form (available on our website: <http://bgs.vermont.gov/purchasing/fuel>) to our office sufficiently in advance of a new location coming on line. We will work with the fuel provider to establish the new account for you. It is equally important for using agencies to notify our office when a location is decommissioned. Contact Linda Wortman at 802-828-4658 or via email at Linda.Wortman@vermont.gov

Lawn and Grounds Equipment: Our office participated in a NASPO-VALUEPOINT (formerly WSCA-NASPO) cooperative bid process for lawn and grounds equipment, including some heavy construction equipment. Contracts will be available soon for State Agencies and Political Subdivisions to utilize. Contact Steve Smith at 828-4681 or via email at Steven.Smith@vermont.gov if you require additional information.

RECENTLY ADDED CONTRACTS:

Messenger Service: An RFP for Messenger Service was completed in early February. The contract for Priority Express has changed from #20732 to [#30975](#). The contract for Green Mountain Messenger Service (#20709) has expired and was not renewed.

2016 Model Year Police Pursuit Vehicles –The Ford, Chevy and Dodge police pursuit vehicle contracts have been 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.

2016 Model Year Vehicles - The following 2016 model year vehicles contracts are now ready for use:

- [#30323](#) - Ford model year vehicles - Formula Ford
- [#30331](#) - Chevrolet model year vehicles - Shearer Chevrolet
- [#30829](#) - Dodge model year vehicles - Central Dodge
- [#30334](#) - Subaru model year vehicles - St. Johnsbury Subaru
- [#30252](#) - Toyota model year vehicles - Alderman's Toyota
- [#30289](#) - GMC model year vehicles - Shearer Chevrolet

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

2016 Hybrid Vehicles - The following hybrid vehicle contracts have been updated with 2016 model year hybrid vehicles:

- [#21814](#) - Toyota hybrid vehicles—Alderman's Toyota
- [#21844](#) - Toyota hybrid vehicles (includes the Nissan Leaf) - Hudson Toyota

The Ford and Chevy hybrid vehicles are being rebid to include newly released vehicle classes and models.

The Buzz is Back

Buyers Buzz

April 2016



RECENTLY ADDED CONTRACTS: (Continued)

Fire Extinguishers and Related Services - The three fire extinguisher contracts are in the process of being rebid. The replacement contracts will be ready soon.

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

Various Contracts

- [#30919](#) - CPS – ANSCI Test Kits – Sample Collection, LLC
- [#30963](#) – CPS – Ware-washing Chemicals & Services – Ecolab Inc.
- [#31063](#) – CPS – Ergonomic Seating – Creative Office Pavilion
- [#31065](#) – CPS – Ergonomic Seating – W. B. Mason

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

New Online Training Available

As you may be aware, Online Training for Office 365 was available through our Microsoft Training Partner, Brainstorm. That online training ends on April 15th, 2016.

We have contracted with KnowledgeWave to provide online training. Not only does it include Office 365, there are also other products available for online training, including Adobe.

What Do I need to Do?

DII has sent a list of users (state employees) to KnowledgeWave to set up login accounts. In the next week, they will be sending you two emails – one that explains the set up process, and the email asking you to set up your account (sample below). Please follow the instructions so you are able to login and access the training videos and documents available to you.

If you have any trouble, please contact KnowledgeWave directly at education@knowledgewave.com or call them at 1-800-831-8449.



The Buzz is Back

Buyers Buzz

April 2016



INFORMATION TECHNOLOGY CONTRACTS

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:

Computer Equipment:

Master Agreement: EMC Corp. #30190 (Band 5)

Reseller: Competitive Computing, Inc. [#31119](#)

Master Agreement: Panasonic Corporation of North America #30123 (Bands 2 and 3)

Panasonic Laptops & Tablets including the Toughbook model range are available through the following resellers.

Reseller: Red River Computer [#30497](#)

Reseller: CDW Government [#30496](#)

Master Agreement: Fujitsu America #30125 (Bands 1, 2, and 3)

Fujitsu Desktops, Laptops and Tablets are available through the following reseller.

Reseller: ESC Imaging, Inc. [#30860](#)

Master Agreement: Microsoft #30131; (Bands 2 and 3)

Microsoft Surface brand Laptops and Tablets are available through the following resellers.

Reseller: CDW Government [#30882](#)

Reseller: Insight Public Sector [#30879](#)

Reseller: SHI International Corp [#30877](#)

AdvizeX Technologies has been added as a reseller for HP servers and storage (Bands 4 and 5) [#30805](#)

Ormsby's Computer Systems has been added as a reseller for all HP Bands [#30176](#)

Data Communications

Master Agreement: EMC #30320 (Networking Software, Security, Storage Networking, Services)

Reseller: Competitive Computing Inc. [#31122](#)

Pending Contracts:

Master Agreement: Palo Alto Networks

Master Agreement: IBM Corp.

Master Agreement: Samsung Electronics

Master Agreement: NetApp

Master Agreement: F5 Networks

Master Agreement: Hitachi Data Systems Inc.

Master Agreement: Avaya, Inc.

Master Agreement: Juniper

Master Agreement: Cisco

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

The Buzz is Back

Buyers Buzz

April 2016



INFORMATION TECHNOLOGY CONTRACTS (Continued)

New Software Contracts ITS58:

ITS58 is the name for a multistate procurement agreement lead by Massachusetts in which Vermont was a participant. Available products and related services available for purchase under these contracts include software including (Software as a Service (“SaaS”)), training, pre-sales assistance, documentation, installation, configuration, maintenance, support, and customization, etc. Contracted Software Resellers stock or have access to thousands of types of software titles and works with Software Publishers to obtain software which is not in their current catalog. The contract user’s price is based on the invoice paid by the State of Vermont Contracted Software Reseller to the Software Publisher, with a small percentage markup or markdown. For any quote or purchasing need please refer to contract for contact information.

Obtaining quotes and making purchases under these contracts must be done in accordance with the contract requirements. This is critical as these contracts were established in concert with DII and the AGO and includes the necessary steps and tools (documentation) necessary with respect to purchase considerations such as cost thresholds, responsibilities, approval gates, confidentiality, security and legal liability.

Contracts currently available under ITS58 are: Insight Public Sector [#29990](#) PCMG Inc. [#29991](#)
SHI International Corp [#29992](#) CDW-G [#30649](#)

At this time we are in contract negotiations with one additional vendor. If you have any questions, please contact Stephen Fazekas at Stephen.Fazekas@vermont.gov or 828-2210 or you may call our receptionist desk at 828-2211.

COMING SOON:

Data Breach and Credit Monitoring Services: Our office is presently in the process of establishing service contracts with two national agencies. Expect to see contracts with both CSID and ID Experts in the very near future. Contact Brian Berini at 828-2217 or via email at Brian.Berini@vermont.gov if you require additional information.

Guardrails: Our contact with Trinity Industries #26989 is not being renewed, however the Eberl Iron Works contract [#27033](#) remains available for use. We have posted an RFP for Guardrails & related parts that closed on April 25, 2016, with contracts directly to follow. Contact Brian Berini at 828-2217 or via email at Brian.Berini@vermont.gov if you require additional information.

Public Safety Video and Vehicle Mounted Equipment: Our office is presently participating in a NASPO-VALUEPOINT cooperative bid process for dashboard and body cameras and vehicle mounted equipment. Expect to see contracts later this year. Contact Stephen Fazekas at 828-2210 or via email at Stephen.Fazekas@vermont.gov if you require additional information.

Motorola Communication Equipment: Our office is presently in the process of establishing a commodity contract for Motorola radios and communication equipment. Expect to see this contract in the very near future. Contact Stephen Fazekas at 828-2210 or via email at Stephen.Fazekas@vermont.gov if you require additional information.

Smartboards & AV Equipment: Our office is presently in the process of establishing two commodity and service contracts for Smartboards, Interactive displays and AV equipment. They include multiple brands as well as installation and service. Expect to see these contracts in the very near future. Contact Stephen Fazekas at Stephen.Fazekas@vermont.gov or via phone at 828-2210 if you require additional information.

What would you like to see? Any suggestions or comments can be sent to Laura.Cornell@vermont.gov.