

DIVISION OF GENERAL SERVICES

THE PROCUREMENT REPORT



Volume I, Issue II

October 2013

Upcoming Training

- 10/23, Anchorage:
- ◆ Small Procurements
 - ◆ Ethics
- 11/12, Juneau:
- ◆ Preferences
 - ◆ Contract Admin
- 11/19, Anchorage:
- ◆ Preferences
 - ◆ Contract Admin
- 11/27, Fairbanks
- ◆ ITB's
 - ◆ Preferences

Register online at
[TrainAlaska](#)

Purchasing Acronyms

Contract Award Manual (CAM)
Invitation to Bid (ITB)
Request for Proposals (RFP)

CPO Corner

With the shuffling around of DGS's purchasing section over the past few months and the addition of two new hires, a need to re-assess which contracting officers administer which contracts has developed.

In the coming weeks, various contracts will be changing hands and who you contact with problems, suggestions, or questions will change as well. We will attempt to make these transitions as seamless as possible and keep you informed and up-to-date through both this newsletter and the CAM.

Did You Know?

If you reply to this newsletter e-mail, your response will go directly to the DGS Purchasing Section. We encourage you to use this feature to share any feedback you may have about the newsletter or if you have a procurement question you'd like to see answered in Question of the Month.

Updates

- ⇒ Marine and Land Fuels: DGS anticipates awarding new contracts for the purchase and delivery of both marine and land fuels in locations throughout Alaska over the next few weeks. These contracts will be available to state agencies and political subdivisions. Watch the CAM to see the updated non-mandatory contracts.
- ⇒ Office Moves: DGS is considering expanding the services offered when the contract is solicited in January. Any suggestions or comments for additional moving services are welcome.
- ⇒ Data Communications: WSCA/NASPO is in the process of awarding new contracts for Data Communications equipment.
- ⇒ School Furniture: WSCA/NASPO is working on a new solicitation for school furniture that should be available next year. Stay tuned!
- ⇒ Quick Copy Contract: OfficeMax is scheduling a discussion/webinar training session for the WSCA Digital Print & Quick Copy contract. Contact [DGS](#) for more details.

Question of the Month

How does the DGS Electrical Services Contract work?

The DGS contract is for electrical repairs and installation services limited to \$100,000 per project. This non-mandatory contract has pre-approved vendors located in several areas around the state. In order for you to request quotes or place an order, you must have the appropriate delegated authority through the DGS training and certification program *plus* a warrant certificate from DOT&PF. You also have to have approval from DGS facilities, for state owned buildings, or your DGS leasing officer, for leased buildings.

You can learn more about the contract at <http://doa.alaska.gov/dgs/cam/pdf/11Electrical.pdf>. remote areas, and a description of the available electrical services, please see the DGS CAM website.