

DIVISION OF GENERAL SERVICES

THE PROCUREMENT REPORT



Volume II, Issue V

July/August 2015

Updates

CPO Corner

It's been a busy summer for state procurement!

Between preparations for a potential shutdown, the normal ramp-up to fiscal year end, IRIS go live, and savings initiatives, there has been a lot going on.

We didn't get a newsletter out for May/June and we certainly apologize for that, but that means we now have plenty to catch everyone up on:

- **Contracting Officer Linda Polk** has accepted a promotion into the **Contracting Manager** position and began those duties effective July 16th. This means that RAPs done outside of IRIS, waivers, and other requests should be directed to her at: linda.polk@alaska.gov
- **Contracting Officer Bradley Kizer** has accepted a position outside Alaska and his **last day with DGS will be July 17th**.
- DGS will be looking to **recruit** for these **Contracting Officer** positions in the coming months. Keep an eye out for these positions on Workplace Alaska and if you have any questions about the positions, please don't hesitate to [contact us!](#)
- We will resume **procurement training** in September and will have a finalized schedule posted to **TrainAlaska** soon.
- **NASPO ValuePoint** is the new name of the cooperative purchasing organization formerly known as WSCA-NASPO. Aside from the name change, these contracts have not changed and you may continue to use them as usual.
- **Since IRIS has gone live**, you no longer need to contact DGS for a procurement tracking number if the procurement is initiated within IRIS. The IRIS-provided number fulfills the need to obtain a procurement tracking number.

DGS Contract Updates

- ⇒ **Contract Awards Manual (CAM):** DGS will be updating the website to include all statewide telecommunication and IT service-related contracts of the Division of Enterprise Technology Services (ETS), with links, documents, and contract information.
- ⇒ **Telephone Based Interpreter Services:** New contracts for services were established with three vendors. Per minute rates are lower and a total of 117 languages, including Yupik, are available.
- ⇒ **Computers:** Agreements continue to be signed. New vendors to the contract will include: Bytespeed, Ciara, Cisco, Cray, Firefly, Hitachi, M&A Technology, Microsoft, Microtech, Nimble Storage, Oracle, Pure Storage, Samsung, Tegile, Tintri, and Transource.
- ⇒ **Local Office Moves:** This contract has expired and there are no future solicitations for these services are planned at this time.
- ⇒ **Microsoft Office365:** The Master Enterprise Agreement paperwork has been completed. Departments are now moving forward with their individual enrollments.
- ⇒ **Drug Testing Products and Services:** The contracts currently offered through NASPO ValuePoint are expiring June 30th and are being replaced by contracts offered through the Minnesota Multi-state Contracting Alliance for Pharmacy (MMCAP). Contracts will include Drugs and Alcohol Testing Products Only and Drugs and Alcohol Testing Products and Services. For more information please visit the MMCAP [website](#). Note: An [application](#) must be completed before an agency can receive product or services.
- ⇒ **Copiers and Related Software:** Contract 1715 is set to expire September 30, 2015, with 3091 taking its place. Both contracts will run consecutively through June. Please use 3091 during this transition month. DGS will be updating the CAM website to include all signed PAs for the new contract.
- ⇒ **NIGP Codes:** There are more than 38,000 7-digit code sets in IRIS that are used to organize products and services procurements in the IRIS system. DGS has created a short list of 2,571 commonly used codes to assist agencies in creating an RQS or solicitation. This reference guide will make searches in the system easier for divisions and provide consistency when creating procurements in the system.

Ask a Contracting Officer...

Q: When conducting a competitive sealed proposal process, if the state receives only one proposal that is responsive and responsible, do we still need to evaluate it or can we simply make award?

A: Yes, not only because we say we will evaluate all proposals and should do what we say, but also because 2 AAC 12.270 ONLY ONE RESPONSIVE PROPOSAL states that "if after evaluation under 2 AAC 12.260 and discussion under 2 AAC 12.290 only one responsive and responsive proposals is available for award, the procurement officer may [make an award], may reject the proposal, or may reject the proposal and re-solicit proposals."

2 AAC 12.260(a) requires that the procurement officer or evaluation committee evaluate proposals, regardless of the number of proposals received.

Have a question you'd like answered? [E-mail it to us!](#)