



# Contracts & Procurement PURCHASING NEWS

## September 2015

### WELCOME TWO NEW SENIOR BUYERS!

We are happy to announce that we have two new senior buyers in Contracts and Procurement.



#### Michael Emery Jr.

Michael has over twenty years of purchasing and supply chain leadership experience. He has received the CPM (Certified Purchasing Manager)

designation from the Institute of Supply Management as well as the CPIM (Certified Production Inventory Management designation from APICS (American Production and Inventory Control Society) of which he has also served as their VP of Marketing. When he is not at work purchasing and negotiating for best pricing he enjoys riding his motorcycle all over the country and visiting National Parks with his wife of 20+ years and his three daughters or playing with his Bulldog, Cisco.

#### Brent McDougal



Brent McDougal spent 20 years at GE. 15 years with GE Transportation Systems as a Materials & Purchasing Manager, Locomotive Overhaul Program Manager, Locomotive Service Operations Manager, and as a Contracts & Sourcing Manager.

Also, 5 years with GE Power Systems as a Motor & Generator, High Voltage & Switchgear Program Manager, Inventory & Purchasing Manager. He also served 3 ½ years at *Ford Motor Company Corporate* as a Parts & Service Zone manager (Florida, Georgia, Alabama).

Before coming to Salt Lake County, he spent 3 ½ years at *Cliffs Natural Resources* as the Area Manager Purchasing & Materials over 4 different segments. Tilden Mine, Empire Mine, LS&I Railroad and Cliffs Technology Group.

Brent currently has a Bachelor's of Science degree from Weber State University and is working towards an MBA degree at Western Governors University.

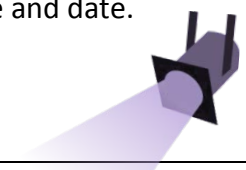
Brent has lived and worked in many different places, including Okinawa, Japan and Panama as well as Washington, Utah, Arkansas, Colorado, Florida, and Michigan.

### PURCHASING RESOURCE GUIDE



We are happy to present the Purchasing Resource Guide that can be found on our [website](#). The guide provides an overview of procuring goods and services for your agency including various procurement methods, contract processing, information on purchase orders, and payment cards. This guide is perfect for those who are new to purchasing for their division, as well as for those looking to have all purchasing information in one place. If your division would like to receive a Purchasing 101 Training, please [contact us](#) to set up an ideal time and date.

### FEATURED TIP!



When entering in a request for an Expedited RFP, you may now use the Expedited RFP Development Worksheet. This worksheet will help the agency identify key information that will be used to create the solicitation document. The development worksheet can be found on our [website](#).

## SURPLUS ONLINE AUCTIONS



Our online surplus auctions have moved from Public Surplus to [www.GovDeals.com](http://www.GovDeals.com). Contracts and Procurement is in the midst of setting up internal reutilizing through the website, as well as reutilization by other government and nonprofit entities. This will allow agencies to list surplus items on the website to be reutilized by other agencies, and allow agencies to view surplus items currently available around the county.



### SURPLUS WAREHOUSE DATES

The Warehouse will be open  
**September 3, 17, 24**

Hours of operation are 9:00 AM-11:00 AM, unless otherwise noted. Contact [Brian Anderson](#) for an appointment to drop off surplus items. To view available items, visit the [Purchasing Website](#).



### OUR NEW WEBSITE

Contracts and Procurement launched our new [website](#) in August. Thanks to those that participated in our focus group and workshop to offer us feedback as we developed the site to be more intuitive and responsive to agency needs. If you have additional feedback or suggestions please send them to [Angelina](#).

### PEOPLESOFT TROUBLESHOOTING

We are still holding our weekly Troubleshooting Class in N4-600 Thursdays from 3:00 – 4:00 pm. Advanced Requester trainings will be scheduled on an as-needed/wanted basis - please email [Antigone Carlson](#) with topics you'd like covered in Advanced Requester training.



### PAYMENT CARD TRAINING WEDNESDAY, SEPTEMBER 9TH 11:00 AM- 12 noon



Come learn about the benefits of using a payment card for small cost purchases. If you have submitted a Payment Card Application, you will need to attend a training session before your card will be issued. Please RSVP to [Cynthia Carrington](#) to reserve a spot in the class.

### STATE OF UTAH BEST VALUE COOPERATIVE CONTRACT: COOKIES AND SMALL CAKES



Did you know that the State of Utah has a Best Value Cooperative Contract for Cookies and Small Cakes? This contract is PD769 McKee Foods Corporation.

McKee Foods offer a variety of cookies and cakes from blueberry muffins to mini donuts. Other healthier items such as grain cereal bars and banana nut cereals are available as well. There is a variety of Little Debbie multipacks and convenient snacks, in addition to Sunbelt multipacks and cereals. These Cookies and Small Cakes come in many favors in a case lot fashion. The delivery timeframe is sensible with a 7-10 day ARO delivery.

This contract is currently used by correctional facilities, youth centers, and schools. If your agency would be interested in purchasing off of this contract please [contact](#) Contracts and Procurement.

### REQUISITION #20,000!



On July 16<sup>th</sup> Arla Vivona entered in the 20,000<sup>th</sup> requisition into PeopleSoft! Jackie Paul, once again, submitted the closest date and will be getting a prize for her guess. Thank you to all who participated!

# CONTRACT UPDATES

## NEW COUNTYWIDE CONTRACTS

For a complete list of Countywide Contracts visit our [website](#)

Contract #	Vendor	Description	Expiration
0000000799	Century Equipment	Loader/Backhoe Rental	7/20/20
0000000808	Staker & Parson Co	Ready Made Concrete	8/3/20
0000000809	Altaview Concrete	Concrete Ready Mix	8/3/20
MMS15112	Merck Sharp & Dohme Corp	Pharmaceutical and Vaccine	6/30/19
UDOT159683	Steve Regan Company	Storage Tanks	12/13/19

## RENEWED OR EXTENDED COUNTYWIDE CONTRACTS

Contract #	Vendor	Description	Expiration
CZ13108C	Cal Brown	Light Duty Towing Service	9/15/16
CZ13109C	Advanced Towing Service	Light Duty Towing Service	9/15/16
CZ13110C	Evans & Sons Auto and Towing	Light Duty Towing Service	9/15/16
MA2046	Grace Global Corporation	Grace Global Computers	3/31/20
AR455	Sharp	Copiers and Maintenance	12/31/19

## EXPIRING COUNTYWIDE CONTRACTS

IF YOUR AGENCY UTILIZES AN EXPIRING CONTRACT, PLEASE CONTACT CONTRACTS & PROCUREMENT FOR AN UPDATE.

Contract #	Vendor	Description	Expiration	Additional Information
PD762	Mity Lite	Tables, Lightweight	9/30/15	Expiring
AR457	Canon	Copier Maintenance	8/31/15	State May Extend
MA1137	Dell Marketing	Computers, Manufacturer Direct	9/30/15	Expecting new contracts
MA130	IBM Corp	Computers manufacturer Direct	9/30/15	Expecting new contracts
MA1917	Lenovo	Computers manufacturer Direct	9/30/15	Expecting new contracts
MA2204	Henry Schein	Medical Personnel Items	8/31/15	Possible Renewal

MA965-1	Sirius Computer	Computers Manufacturer Direct	9/30/15	Expecting new contracts
PA655	State of Utah	Novell Licenses	9/30/15	Expiring
WSCA1715	Canon	Copier	9/30/15	Expiring

Contract information available on the [Purchasing website](#). (Click "Contract Information" & "Current Contracts")

State contracts can be viewed at: [www.purchasing.utah.gov](http://www.purchasing.utah.gov)

Suggestions? We would love to hear them!

If you have any requests, ideas, questions, suggestions, and/or comments about the newsletter or its contents, please contact [Angelina Harward-Collard](#).