



Purchasing Update

...news you can use

State of Utah
Division of Purchasing
& General Services

Issue 2012-2

February 24, 2011

Guidelines on When to Use

“State of Utah Terms and Conditions for Professional Services”



State Purchasing has created “State of Utah Terms and Conditions for Professional Services.” A copy of the “State of Utah Terms and Conditions for Professional Services” is located on Purchasing’s website for “Purchasing and Contract Forms” at:

<http://purchasing.utah.gov/contract/documents/professionalsvsagencycontract.pdf>.

Agencies should use these terms and conditions when they are acquiring professional services. These terms and conditions would not be used when the agency is purchasing products or when there is an “end product” being developed.

Examples of when to use the Professional Services Terms and Conditions

1. Consulting Services that do not require a warranty on a product
2. Legal Services
3. Accounting Services
4. Insurance Claims Adjusters
5. Insurance Purchases

Examples of when Professional Services Terms and Conditions would NOT be used

1. Purchasing Products, Equipment, etc.
2. Any time there should be a warranty clause for products created or delivered
3. Maintenance Services, since parts are often used and should have a warranty clause

When a solicitation (IFBs, RFPs, etc.) comes through State Purchasing, the State Purchasing Agent over the commodity will determine whether to attach the “State of Utah Standard Terms and Conditions” or the “State of Utah Terms and Conditions for Professional Services” to the solicitation that is being processed. The agency should attach the terms and conditions that went out with the solicitation in the contract that is processed.

When the contract is for a Sole Source Purchase, then the agency would determine whether to attach the “State of Utah Standard Terms and Conditions” or the “State of Utah Terms and Conditions for Professional Services.” If the agency is in doubt whether to use the “State of Utah Terms and Conditions for Professional Services” or the “State of Utah Standard Terms and Conditions,” please consult with the State Purchasing Agent over the commodity being purchased, or attach the “State of Utah Standard Terms and Conditions.” ☞

Monthly Training Opportunities

March is Purchasing Month. To celebrate we have a special training opportunity on March 27, 2012 from 10:00 a.m. to 12:00 p.m. in the State Office Building Auditorium. We will learn about “Communication Techniques” we can apply in our jobs and in our life. This class will be taught by Ron Vandermyde who has taught the State of Utah Department of Human Resources CPM classes and comes highly recommended.



If you wish to attend this training please send an e-mail to teutsler@utah.gov with your name, employer, phone number and e-mail address to secure a spot. We have limited space so sign up soon.

The training for April is tentative based on Utah Legislative approval on the proposed “Procurement Code” changes. If approved the training will discuss the changes and how they impact your purchasing processes and procedures. Watch this newsletter for the April class schedule.

The training classes held in February were very successful. We appreciated your support and interest in reviewing and learning about the contracting processes.

Please feel free to contact Debra Gundersen at dgundersen@utah.gov if you have any topics you would like to have in a training session. ❖

Did You Know.....



Did you know that contract [MA-1552](#) for pavement marking materials (preformed thermoplastic) will expire in April and needs to be re-bid. If you or anyone in your organization has suggestions to improve the specification or other aspect of the bid, please contact Dave Gill, 801-538-3254, dgill@utah.gov. □

Did You Know.....



State Cooperative Contracts for Communication Service and Long Distance were rebid recently under one RFP. So all those products covered under those contracts have new awards and new contract numbers. Contracts with Centurylink and Paetec which received the majority of awarded items are currently posted on the State Purchasing website under the title “Communications Services.” Four additional potential contracts with Integra, Comcast, XO and Utopia are in the terms & conditions negotiation process and should be completed shortly.

We have some duplicate items awarded under these contracts. I would suggest you review all the contract information including the pricing to find the best value and fit for your requirements. Make sure the vendor you choose can provide the required services in your location. Document your evaluation process in case there are any questions. □

New Contracts

| Title | Contract | Vendor | Dates | Additional Information |
|-------------------|-------------------------|-----------------|-------------------------------|--|
| Body Armor (WSCA) | MA-1009 | Safariland, LLC | 01/20/2012 through 06/31/2013 | This is a new contract awarded to the same vendor. |

| Title | Contract | Vendor | Dates | Additional Information |
|---|-------------------------|----------------------------|-------------------------------|--|
| Communication Services-Line Ethernet, MPLS, VPN, High Speed Internet Access, Sip Internet, SIP Other, Flat Business Line, Flat Business Trunk, ISDNPRI, Private Line DSI, Long Distance, Toll Free, Calling Card & Directory Assistance | MA-108 | CenturyLink QC | 02/15/2012 through 02/16/2015 | |
| Communication Services-Line Ethernet, MPLS, VPN, High Speed Internet Access, SIP Internet, SIP Other, Flat Business Line, Flat Business Trunk, ISDNPRI, Private Line DSI, Long Distance, Toll Free, Calling Card & Directory Assistance | MA-109 | Paetec Communications Inc. | 02/15/2012 through 02/16/2015 | |
| Police Radar, Lidar, Parts and Accessories (WSCA) | MA-546 | Applied Concepts Inc. | 01/20/2012 through 10/30/2013 | This is a new contract awarded to the same vendor. |
| Police Radar, Lidar, Parts and Accessories (WSCA) | MA-558 | Decatur Electronics, Inc. | 01/20/2012 through 10/30/2013 | This is a new contract awarded to the same vendor. |
| Police Radar, Lidar, Parts and Accessories (WSCA) | MA-188 | Digital Ally Inc. | 01/20/2012 through 10/30/2013 | |
| Police Radar, Lidar, Parts and Accessories (WSCA) | MA-1722 | Kustom Signal Inc. | 01/20/2012 through 10/30/2013 | This is a new contract awarded to the same vendor. |
| Police Radar, Lidar, Parts and Accessories (WSCA) | MA-1867 | Laser Technology Inc. | 01/20/2012 through 10/30/2013 | This is a new contract awarded to the same vendor. |
| Police Radar, Lidar, Parts and Accessories (WSCA) | MA-1771 | MPH Industries Inc. | 01/20/2012 through 10/30/2013 | This is a new contract awarded to the same vendor. |

Extended Contracts

| Title | Contract | Vendor | Extended Until | Additional Information |
|---|-------------------------|---|----------------|------------------------|
| 10 Wheel Cab & Chassis Truck (58,000 GVW) New | MA-606 | Rush Truck Centers of Utah, Inc. | 01/31/2014 | |
| Ammunition | PD-137 | Salt Lake Wholesale | 01/23/2013 | New pricing list. |
| Bread | PD-163 | Sara Lee Food & Beverage | 04/16/2012 | |
| Carpet, Broadloom and Tile | MA-2095 | Commercial Flooring Systems DBA ReSource Utah | 04/14/2013 | |

| Title | Contract | Vendor | Extended Until | Additional Information |
|---|-------------------------|------------------------------------|-----------------------|-------------------------------|
| Carpet, Broadloom and Tile | MA-2098 | Flooring Services Inc. | 04/14/2013 | |
| Child Safety Seats | MA-440 | Vehicle Maintenance Program Inc. | 02/26/2013 | |
| Data Communications & Equipment & Associated OEM Maintenance & Training (WSCA) (Routers, Switches, LAN/WAN Wireless, Security, Network Software, Optical, Storage Area Networking, CSU/DSU, Unified Communications/Telephony, Management & Monitoring Software, Cisco SmartNet & Advanced Services) IronPort Systems & Products | AR-233 | Cisco Systems, Inc. | 05/31/2014 | |
| Data Communications Equipment & Associated OEM Maintenance & Training (WSCA) (Indoor & Outdoor WiFi Products, Training & Maintenance | AR-218 | Meru Networks | 05/31/2014 | |
| Digital In-Car Video | MA-445 | CDW Government Inc. | 03/30/2012 | |
| E-Procurement System & Service | AR-209 | BidSync | 03/08/2017 | |
| Freestanding Metal Furniture, Files, Chairs | MA-1420 | CCG Howells | 02/29/2012 | |
| Golf Irrigation Products & Sprinkling Systems & Supplies | MA-1275 | Horizon, Inc. | 02/23/2013 | |
| In-Car Digital Video Systems | MA-510 | Digital Ally, Inc. | 03/30/2012 | New usage report contact. |
| Inmate Clothing | UCI-374 | Utah Correctional Industries (UCI) | 01/31/2014 | |
| Irrigation Equipment & Sprinkling Systems & Supplies | MA-987 | Mountain States Supply, Inc. | 01/09/2013 | New discounts. |
| Kelp Based Fertilizer | PD-2089 | Bio Green of Utah | 03/29/2013 | |
| LCD & DLP Projectors | MA-784 | Troxell Communications | 05/18/2013 | |
| Light Bar Equipment & Emergency Vehicle Products | MA-2031 | Premier Vehicle Installation, Inc. | 04/30/2012 | |
| Light Bar Equipment & Emergency Vehicle Products | MA-1431 | Vehicle Lighting Solutions, Inc. | 04/30/2012 | |
| Office Worksite Modification Products | MA-086 | Telcomm Government Sales LLC | 01/31/3013 | |
| One Person 72 Hour Emergency Kit (Item # KC-5101) | PD-708 | More Prepared LLC | 03/31/2013 | |

| Title | Contract | Vendor | Extended Until | Additional Information |
|---|-------------------------|--|-----------------------|-------------------------------|
| Powder Coating of Signal Equipment | PD-381 | Valmont Coatings | 03/31/2013 | |
| PTO Driven Rotary Mowers, 15' and 5' | PD-1628 | Honnen Equipment Company of Utah Idaho | 03/12/2013 | |
| Schoolroom Furniture: Chairs, Desks, Tables, Cafeteria Tables, Science Tables, Library, Pre-School, Computer, and Cabinets (This is not an office furniture contract) | MA-549 | Edutek Corporation | 01/31/2013 | |
| School Furniture: Student Desks & Chairs, Tables, Cabinets, Teacher Desks & Chairs | MA-1560 | K1 c/o Canter | 01/31/2013 | |
| Schoolroom Furniture: Lunchroom Tables | MA-782 | Palmer Hamilton | 01/31/2013 | |
| School Furniture: Science Tables | MA-778 | Rex W. Williams & Sons Inc. | 01/31/2013 | |
| Schoolroom Furniture: Student Chairs, Desks, Tables, Cafeteria & Science Tables, Library, Preschool, Cabinets, Trays, & Computer Desks (This is not an office furniture contract) | MA-1922 | School Specialty Education Essentials | 01/31/2013 | |
| Schoolroom Furniture: Chairs, Desks, Tables, Cafeteria, Library, & Pre-School (Does not include science and computer furniture, cabinets & trays) | MA-542 | Virco Inc. | 01/31/2013 | |
| Slip-On Canvas Deck Shoes (Navy Blue or Orange) | PD-621 | Bob Barker | 02/28/2013 | Price increase. |
| Soft Drinks, Syrup & Dispensers | PD-094 | Swire Coca-Cola, USA | 03/01/2013 | |
| Standardized Equipment on Vehicles | AR-1439 | Premier Vehicle Installation | 02/04/2014 | Updated price list. |
| Standardized Equipment on Vehicles | AR-356 | Vehicle Lighting Solutions | 02/04/2014 | |
| Systems Furniture – Haworth | MA-883 | CCG Howells | 02/29/2012 | |
| Systems Furniture – Herman Miller | MA-786 | Henriksen/Butler Design Group | 02/29/2012 | Price book update. |
| Traffic Signal Priority Preemption | MA-1859 | Advanced Traffic Products, Inc. | 02/06/2013 | |
| Traffic Signal Control Cabinets, Model 334C | PD-379 | Intelight Inc. | 03/14/2013 | |
| Uniwall Demountable Partition Systems | MA-720 | Chavez LLC | 03/30/2012 | |

| Title | Contract | Vendor | Extended Until | Additional Information |
|---------------------------|-------------------------|------------------------|----------------|------------------------|
| Utility Audit Services | MA-953 | Hearthstone Management | 08/31/2013 | |
| Vehicular Traffic Signals | MA-1861 | Gades Sales | 02/23/2013 | |

Other Information

| Title | Contract | Vendor | Additional Information |
|--|------------------------|-------------------|------------------------|
| Shellcracker (Standard 12 Gauge, 2 3/4" Shotgun Shell, Explosive Pest Control Devices) also (Fuse Rope Salutes) and (Caw-Caw) Rope | PA-956 | Stoneco Inc. | Price Increase. |
| Police Radar, Lidar, Parts & Accessories (WSCA) | MA-188 | Digital Ally Inc. | Usage name change. |

The brief information in this newsletter is intended to highlight new contracts and contract changes. Always read the entire contract information sheet prior to making a purchasing decision.

If there is anyone else in your office that would like to receive this mailing or be taken off the mailing list, have him or her send an email to suehoskins@utah.gov

If you have Purchasing Update questions, suggestions, or comments, please call Sue Hoskins at 801-538-3010 or send an Email to suehoskins@utah.gov

Please also visit the Division of Purchasing on the Internet at <http://www.purchasing.utah.gov> for additional information and past issues.