



FLORIDA DEPARTMENT *of*

**management**  
**SERVICES**

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# PURCHASING DIRECTORS' MEETING

## September 20, 2018

# Agenda

- I. Welcome – Roz Ingram
- II. Introduction of New Staff
- III. Professional Development Updates – Daniel May
- IV. Office of Supplier Diversity Update – Donna Williams
- V. MyFloridaMarketPlace – Betsy Chance
- VI. IT and Special Projects Updates – Carla McBride
- VII. Goods and Services Updates– Jesse Covell
- VIII. Contract Management Updates – Dick Chatel

# Welcome

# Introduction of New Staff

# Professional Development

## Florida Certified Contract Manager (FCCM)

- Need help filling road classes – some less than 50% of capacity.
- Initial and recertification classes will be the same
  - Individuals recertifying will need to register as well
  - Same process as before—links should be sent to those requiring training and PDs make that determination

## Florida Certified Contract Negotiator (FCCN)

- Last FCCN of 2018 in December.
- Plan to hold recert class in November is enough staff require it.

# Professional Development

## Project Management Professional (PMP)

- PMP Needs Assessment sent on Wednesday.
- Working to identify vendor and get classes scheduled.
- Thoughts on our hosting a “Learn about PMP” webinar in October?
- To help our tracking and to assist agencies, participants will be asked to sign a third party consent allowing DMS to access whether or not the applicant passed.

## Professional Development Units – Not being offered for FY1819.

- Will work with current PMPs to share free PDU resources.
- Can assist with how to record other training hours for credit.

# Professional Development

## Procurement Operations Prep (POP) Course:

- Conducted two pilot sessions.
- Initial participant feedback was mostly positive but offered some areas for us to correct/address.

## Training Workgroup

- Would like to host a series of meetings to address professional development needs and how DMS can assist.
- Will send invites to all PDs and Training Coordinators on our list. Contact us if you have other individuals you wish to send. First likely in late October.

# Office of Supplier Diversity

## Supplier Diversity Exchanges

2018	2019
<b>October 10, 2018 (Wednesday)</b> Tallahassee: AHCA, Conference Room A 8:30 a.m. – 12:30 p.m.	<b>February 5, 2019 (Tuesday)</b> Pensacola: Sanders Beach Community Center <b>March 1, 2019 (Friday)</b> Gainesville: UF Reitz Union

## OSD Annual Report & Business Participation Plans

Due Nov. 1

## Diversity Working Group Meeting

Oct. 18



# MFMP Updates

## Punchout Audit – Up Next

- Industrial And Commercial Supplies And Equipment contract
- Medical Supplies contract

## Catalog updates

- There are currently 73 active catalogs.
- Two new catalogs implemented since last PD meeting:
  - Freedom Communication Technologies on the Public Safety Communication Equipment, Phase 2: Batteries, Furniture, Towers, And Power Systems contract; and
  - RELM Wireless Corporation on the Public Safety Communication Equipment, Phase 1: Radios, Consoles, Antennas, And Repeaters contract.

# MFMP Updates

- As of June 27, 2018, all eQuotes created from the Management Consulting Services contract (973-000-14-01) will have all 11 contracted vendors automatically added to the eQuote.
- The fourth quarter scorecard is posted on the [MFMP website](#).

**MFMP Agency Utilization**  
**7/15/2018 Scorecard for data through 6/30/2018**

MFMP Purchase Order and Contract Utilization	MFMP Invoice Utilization	MFMP Catalog Utilization	Receiving Goods in MFMP Utilization	Agency eQuote Utilization*
Goal >= 80%	Goal >= 80%	Goal >= 80%	Goal >= 80%	Goal >= 50%
96.56%	90.50%	83.66%	85.81%	46.22%

# MFMP Updates

## I. Upcoming statewide training:

- Orlando: Oct. 15 – 16, 2018
- Tampa: Oct. 17 – 18, 2018
- Ft. Lauderdale: February 18 – 19, 2019
- Jacksonville, Gainesville, Lake City – April 2019

## I. Upcoming MFMP surveys:

- The MFMP Annual Customer Surveys were distributed on Sept. 10, 2018.
- The MFMP New Customer Survey will be distributed on Oct. 29, 2018.

# IT and Special Projects Bureau

## Active Solicitation

- ITN No. 14-80101507-SA-D, Information Technology Staff Augmentation
  - (launched July 10, 2018)

## New Contract

- 22-8517500-B, Interment and Associated Services for Remains from the Arthur G. Dozier School for Boys, Exp. 08/02/19

## Expiring State Term Contracts

- 80101507-SA-15-1, IT Staff Augmentation Services, Exp. Date 02/28/19
- 405-200-13-1, Liquefied Petroleum, Exp. Date 04/29/19
- 405-000-10-1, Bulk Fuel, Gasoline, and Diesel, Exp. Date 06/30/19
- 405-215-14-1, Capacity Management and Acquisition of Natural Gas, Exp. Date 06/30/19

## State Term Contract Extension

- 600-000-11-1, Multifunction Products, Printers, Facsimile Equipment, Scanners, Related Software, Supplies and Services, Exp. Date 02/03/19
  - Six Month Extension

## Upcoming State Term Contract Renewal

- 46000000-15-1, Defense Products, New Exp. Date 09/30/19

# IT and Special Projects Bureau

## New Alternate Contract Source

- 81111500-IPA-18-ACS, Oracle Products and Related Services, Exp. Date 12/31/18
- 44101503-NASPO-18-ACS, Copiers, Printers, and Related Devices, Start Date 02/4/19, Exp. Date 12/31/19
- 81112306-TXDIR-18-ACS , Print, Scan, Facsimile, Multifunction Devices, 3D Printers and Related Services and Managed Print Services, Start Date 02/4/19, Exp. Date 08/13/19

## Alternate Contract Source Renewals

- 3141800-14-ACS, Temporary Administrative and Light Industrial Staff, New Exp. Date 11/17/21

## In Process - Market Analysis and Procurement Strategy

- Fuel Card
- Microsoft LSP
- Data Communications Products and Services
- Computer Equipment & Peripherals
- NASPO Temporary Employment Services
- Technology Products and Services

# IT and Special Projects Bureau

## General Services Administration (GSA)

Agencies can only do business with vendors on GSA Schedule 70 and 84 that have the following icon: 

## GSA Facts:

- Agencies are not obligated to use the GSA ACS contracts.
- Agencies do not have to submit a PUR 7102 form in order to use GSA 70 and 84.
- GSA is not mandatory for IT vendors.
- GSA should cost a vendor no more than \$539.00 to join.
- GSA has a FAST Lane Program for vendors who meet certain criteria under GSA Schedule 70 for a faster application process.

The State Purchasing GSA Concierge Team can be reached at:

850-488-8440

[PUR\\_GSA\\_INFO@dms.myflorida.com](mailto:PUR_GSA_INFO@dms.myflorida.com)

# Goods and Services Bureau

## Completed Enterprise Alternate Contract Source (ACS)

- MMCAP Medical Supplies – Executed contracts with McKesson Medical-Surgical, Inc., expiring 2/23/20; Concordance Healthcare Solutions, LLC. expiring 4/9/20 and Henry Schein expiring 6/25/20. Renewal option of up to 3 years available.

## Completed Renewals

- 80141705-17-ACS Online Auction Services, one year renewal. New expiration date is 8/19/19.
- 42150000-17-ACS MMCAP Dental Supplies, one year renewals were executed with Darby expiring 8/31/19; Dental Health Products Inc. expiring 9/30/19 and Henry Schein expiring 7/31/19.

## Upcoming Solicitations

- Language Interpretation and Translation Services RFP.

# Goods and Services Bureau

## Upcoming Renewals

- 42172101-18-NASPO-ACS Automated External Defibrillator (AED) Units and Accessories – Expires 10/04/18. Intend to adopt NASPO contracts upon execution.

## Upcoming Alternate Contract Source (ACS)

- Tires, Tubes and Services - Intend to adopt NASPO contracts upon execution.

## Expiring Contracts

- 365-001-11-1 Floor Maintenance Machines STC – Expires 11/23/18.
- 56121000-15-1 Library Furniture STC – Expires 2/19/19.



# Contract Management Bureau

## New Agreement

- Medical Supplies (42000000-18-ACS)
  - Concordance Healthcare Solutions, LLC. – 29 Aug 18 through 9 Apr 2020
  - McKesson Medical-Surgical, Inc. - – 29 Aug 18 through 23 Feb 2020
  - Henry Schein, Inc. – 28 Sep 2018 through 25 June 2020

## Renewals

- Dental Supplies
  - Darby Dental - 9/1/18 through 8/31/19
  - Dental Health Products - 10/1/18 through 9/30/19
  - Henry Schein (10/1/18 through 7/31/19)
- Online Auctions through 19Aug 2019
- Construction and Industrial Equipment (22101000-15-1) through 30 June 21

## Extensions

- Multifunction Products (600-000-11-1) through 3 Feb 2019

# Contract Management Bureau

## Expiring Contract

- Medical Supplies (42000000-17-ACS) - McKesson Medical-Surgical, Inc., Henry Schein, Inc., Medline Industries, Inc.
  - Replaced by Medical Supplies (42000000-18-ACS)- Concordance Healthcare Solutions, LLC., McKesson Medical-Surgical, Inc., Henry Schein, Inc., Medical Solutions

## Assignments

- Data Communications (43220000-WSCA-14-ACS)
  - Brocade Communications → Extreme Network  
(product categories 1 (Data Center Applications) and 3 (Network Optimization and Acceleration) only)

## Price Adjustments

- Office Supplies
  - Office Depot – effective 20 Aug 18
  - Staples – effective 6 Aug 18
  - Elite – effective 6 Aug 18
  - Bulk Paper – effective 13 June 18
  - Pest Control Services (72102103-15-1)
  - Gregory Pest Solutions, Inc. – effective 7/26/18

# Next Meeting

- Next Purchasing Directors' Meeting is November 15, 2018.
- Please send suggestions regarding what you would like to talk about.