

Administrative Services Bulletin: Friday, January 29, 2010

By John Hebard, Director of Procurement & Contract Services, Procurement and Contract Services (P&CS)

What's new?

Central Receiving and Property (CR&P) was recently recognized as a sustainability partner by the TVC Process Technology Program for providing assistance with repurposing and rebuilding surplus equipment and supplies. CR&P staff has identified and delivered surplus equipment to the Process Technology Program, who in turn refurbish the equipment for use. To date approximately \$70,000 of surplus equipment has been rebuilt and reused by the Process Technology Program.

Procurement Officer Scott Snedden has been working on a pilot project to electronically standardize forms used in formal solicitations such as Invitations for Bid and Requests for Proposal. A test instance of this solicitation process will be issued at the beginning of April. This test will include the issuance of actual RFP, for the UA Faculty Effort Certification Compliance Review, accompanied by a questionnaire to be completed by the offerors regarding their understanding and ease of use of the new format. This project is a first step towards being able to allow offerors to electronically submit formal solicitation documents. House Bill No. 225 which is currently working its way through the Alaska Legislature amends State Statute to allow for the electronic submission of formal solicitation documents. It is anticipated that the new amendments to the Statute may be in place on July 1, 2010.

Over the last 60 days P&CS has awarded contracts, as the result of formal solicitations for the following products and services:

- Lounge Furniture for UAF Residence Life
- Telephone Switch Procurement Project for the Office of Information Technology
- Mattresses for UAF Residence Life

Solicitations currently open or being developed include:

- UAF Power Plant Electrical Infrastructure Hardware
- Janitorial Services for the UAF Campus
- UA Benefits Consulting
- UA Employees Benefits
- UA Faculty Effort Certification Compliance Review

What's next?

Do you have unwanted items in your work area? These items can often be used by other departments or sold at surplus auction. Central Receiving and Property (CR&P) will pick up items designated for surplus while they are making their daily deliveries. Contact the CR&P office at 6139 for further information.

Central Receiving and Property will hold its annual surplus auction on Saturday, June 19 at 1855 Marika Street. Doors open at 8:00 a.m. and the auction begins at 10:00 a.m. (Auction Item Preview on Friday, June 18 from 8:30 a.m. to 4:00 p.m.)

For more information contact John Hebard at (john.hebard@uaf.edu) or contact the P&CS website at www.uaf.edu/purch.