

COUNTY OF BARNSTABLE
PURCHASING
DEPARTMENT OF FINANCE

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Cape Cod Public Purchasing Officials Association

Officers: Jennifer Frates – President; Amber Patterson - Vice President; Mihaela Miteva - Secretary
Speaker Committee Chair - Roby Whitehouse

MEETING AGENDA

Tuesday, May 26th at 9:00 AM

****This meeting will be held remotely online****

- | | |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9:00 – 9:05 a | Welcome and Introductions |
| 9:05 – 10:00 a | Presentation by:
Patricia L. Burke, MCPPO
Local Government Enablement Manager
Operational Services Division
PRESENTATION AGENDA ATTACHED |
| | Q&A Immediately Following |
| 10:00 – 10:05 a | Review/Approval of Minutes |
| 10:05 am - | General Procurement Discussion / Speaker suggestions or topics |

CCAPPO Meeting Tuesday May 26, 2020 9:00 AM

Operational Services Division (OSD) Summer Briefing to CAPPO

Patricia Burke, MCPPO

Local Government Enablement Representative

- Greetings and Gratitude for the Opportunity to Join the CCAPPO Meeting
- COMMBUYS 101 High Impact Resources
 - Access State Funded Grants (Note: Must Apply for Grants by establishing a Municipal “Vendor” Account)
 - Repository for all Public Bids Posted – Digital Library to Peruse other community projects, scope of works, etc. Free advertising of your community opportunity on the web
 - COMMBUYS is a Procurement Application – Centralized records ~ bids, requisitions, purchase orders, contracts. Offers transparency, oversight of purchasing and insures notification, compliance and adherence to contract terms, conditions, benefits of OSD state procured agreements including professional contract management support from Strategic Sourcing Team.
 - COMMBUYS is home to more than 100 Contracts, access to more than 1200 vendors on contract and nearly \$1.7M different goods/services. Great option to insure your purchases are 30B compliant without conducting community based costly public procurements. Quality Solutions from best in industry vendors.
 - More than 30,000 companies have registered (not awarded) to receive your public bid notices – increase competition, broaden vendors you are reaching/hiring.
- COMMBUYS Public Resources
 - Training Class Schedule for Buyers and Vendors for Web based Distance Learning During Covid-19 Crisis
 - When normalcy returns to our operations, I am your dedicated resource and will bring community based training to your offices
 - Contract User Guides
 - PPE Sourcing Tool
 - Punchout Vendor Link
 - OSD Help Desk Resources
- Your COMMBUYS Municipal Buyer Account
 - 37 Vendor Hosted online catalogs for commodity purchasing (pick/ship items). Using COMMBUYS to process orders with vendors insures your community is actually receiving all contract benefits (no shipping/surcharges/correct pricing, etc.) Using COMMBUYS guarantees your orders are routed to the vendor representative responsible to the state for contract performance. Ordering offline/vendor website outside of COMMBUYS/representative directly can lead to costly errors. COMMBUYS ordering insures pricing accuracy and leaves little exposure to contract errors.
 - Let’s navigate a few catalogs and look for Wipes
 - COMMBUYS supports soliciting contract vendors to create competition within a contract, making state wide contract purchases (non Punchout Ordering), Recording Purchases After the Fact with approx. 40% of the Statewide Contracts with transparency and ease.
- Procurated Trial Launch May 2020
 - OSD has partnered with Procurated to seek your feedback on your buyer experience and vendor performance.
 - Additionally, your feedback will help to identify opportunities to improve contract performance, and to inform Sourcing strategy moving forward.
 - Initially, purchases from FAC101 and OFF47 will be the target contracts will be used to solicit buyer feedback.
 - Additional updates and expanding the use of the Procurated tool at the conclusion of the pilot program.



Patricia L. Burke, MCPPO

Local Government Enablement Manager

Operational Services Division

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OSD Training classes available via webinar! Review our [Buyer](#) and [Vendor](#) Training Schedules and sign up.

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