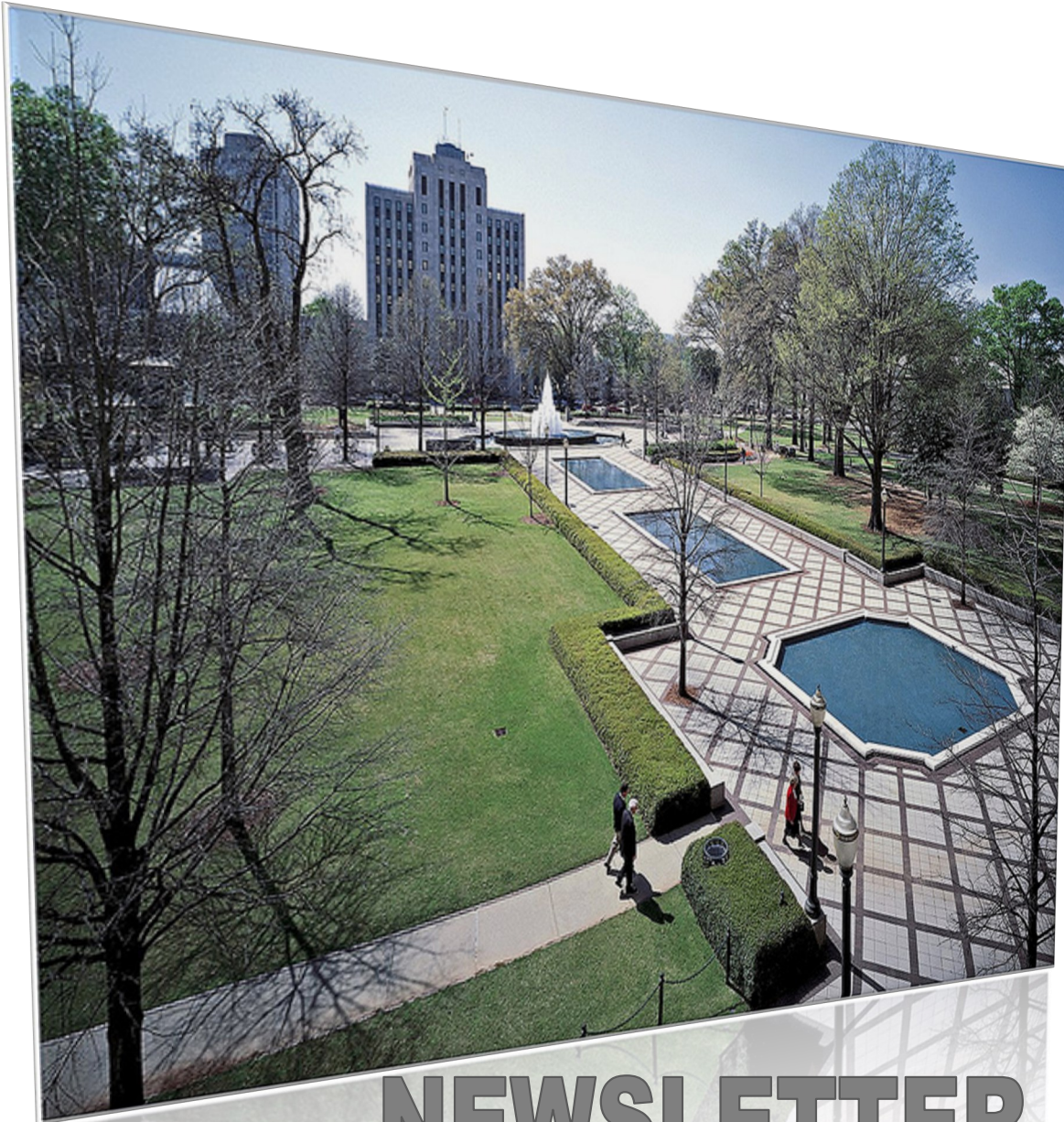




Purchasing Association of Central Alabama



NEWSLETTER

JUNE 2019 EDITION, VOL. 1 , ISSUE 2

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Purchasing Agent, Ph.D., C.P.M.

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Hosted by the Jefferson County Commission

WELCOME NEW MEMBERS

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Visit our website at
<https://paca.jccal.org>



WEBSITE IMPROVEMENTS

- ◆ Easier new member registration and password set-up
- ◆ Improved search engine (search bids using key words, bid number, bid title or buyer name)
- ◆ All documents are PDF file format (maintains the file format and easier to view and share)
- ◆ Ability to upload multiple documents (amendments, addendum, exhibits etc.)

PACA ROUND TABLE DISCUSSION

The first “PACA Round Table Discussion” lunch meeting was held at Linn-Henley Library on March 21, 2019 with PACA School Board Members. The key purpose of the round table format was to provide a smaller setting to promote open dialogue and knowledge sharing. The theme of the meeting was “Producing Quality Bids”, and the meeting was facilitated by Dorothea Pruitt, Purchasing/PACA Coordinator.



Sandra Tellis, Principal Buyer and Ericka Andrew, Buyer provided a review of frequently used bids by school board members. The members discussed various topics such as vendor performance, products and bid language, and exchanged ideas on how to improve the current bids.



Dr. Michael Matthews, Jefferson County Purchasing Agent addressed the group regarding State & Federal bid requirements and solicited feedback regarding any changes or new requirements. He communicated that PACA is working to ensure all bids are compliant with State & Federal guidelines so that members approach audits with confidence. He also conveyed vendors are vetted through SAM List (System for Award Management) to confirm they are not debarred or partially debarred from doing business with the federal government.



The final topic for review and discussion was joint bidding. When a good or service is not available through piggybacking off an existing Jefferson County bid, PACA members may request a joint bid. Members interested in a joint bid should contact the PACA coordinator at least 60 days in advance of the need date and submit any specifications. The Coordinator will send out a joint bid poll to see if other entities are interested in participating in the bid. If you know other members who will be participating in the bid, send the names to the Coordinator, to expedite the process. If enough interest is obtained (two

or more members), the bid will be assigned to a principal buyer within the Purchasing Division to create. The Principal Buyer will communicate with all interested participants to further define the specifications and other aspects of the bid. The group identified the need for a kitchen equipment bid. PACA is currently gathering specifications to move this bid forward.

Based on survey feedback from the participants, the meeting was very successful.



PACA MISSION



To provide innovative,
world class procurement
services to the
Jefferson County
Commission, its
constituency, and public
entities in the State of
Alabama; to be
an example of
public procurement
excellent for
government organizations .

EXPIRING BIDS

OFFICE EQUIPMENT LEASING Bid No. 37-16 (RENEWED 86-19) Southlake Capital, LLC

Contact: Mike Seals—205.682.2815
Principal Buyer: Charles Lindsey
Expires: May 31, 2019

FRESH MEATS Bid No. 80-16 Evans Meats (RENEWED 65-19) Butch Evans—205.324.7166. Buyer: Ericka Andrews Expires: June 30, 2019

GASOLINE, DIESEL & FUEL SERVICE Bid No. 63-16 The McPherson Companies Contact: Ryan Harrison—205.661.4527 Principal Buyer: Sandra Tellis Expires: September 30, 2019

MATTRESS COVERS Bid No. 69-16 (RENEWED 68-19) Charm-Tex Contact: Stan Danzger –718.252.6017 Principal Buyer: Regina Johnson Expires: June 8, 2019

MICROCOMPUTER EQUIPMENT & ACCESSORIES Bid No. 26-16 Dell Marketing, LP Chris Herbert—512.512.9033 Principal Buyer: Charles Lindsey Expires: June 30, 2019

WAREWASHING INSTITUTIONAL CLEANING SUPPLIES Bid No. 41-16 Central Paper Company, Inc. Contact: Paul J. Ross— 205.942.6333 Principal Buyer: Dorothea Robinson Expires: September 30, 2019

FEATURED BIDS

Beverages, Juice, Tea & Coffee Bid No. 108-18 TRIDENT BEVERAGE, INC. Contact: Patrick Walker Phone: 800.890.0455



Purchase, Lease, & Rental of Digital Multifunctional Copier Bid No. 15-17 SPR-INC d.b.a AMERITEK Contact: David Fowler Phone: 205.856.9925

UPCOMING BID RENEWALS

FRESH PRODUCE Bid No. 77-17 Renewal Date: 05/23/2019 Under Evaluation



MILK, DAIRY AND RELATED ITEMS Bid No. 101-17 Renewal Date: 07/13/2019

BOTTLED/CANNED BEVERAGES Bid No. 103-17R Renewal Date: 08/01/2019

NEW BID AWARD

BID NO. 76-19 SINGLE ACCESS MILK COOLERS

**BEVERAGE AIR MODELS, WHITE & STAINLESS STEEL
CASE CAPACITY 12 & 16**

AWARDED TO: BIRMINGHAM RESTAURANT SUPPLY, INC.
(BRESKO)
CONTACT: GEORGE TOBIA
PHONE: 205. 252.0076
EMAIL: gtobia@bresco.com
CONTRACT PERIOD: MAY 9, 2019 –MAY 8, 2020



DOROTHEA PRUITT, PURCHASING/PACA COORDINATOR

BID NO. 75-19 CAFETERIA TABLES

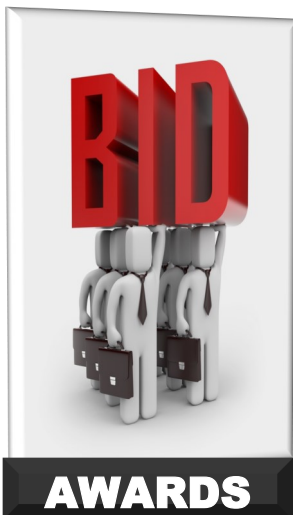
Mfg. SICO—PURCHASE & INSTALLATION



AWARDED TO: TERRELL ENTERPRISES, INC.
CONTACT: AL BRANNON
PHONE: 1-800-882-7009
EMAIL: al@terrellenterprises.com
CONTRACT PERIOD: JUNE 6, 2019- JUNE 5, 2020

FLORENCIE PATTON, PRINCIPAL BUYER

UPCOMING BID AWARDS



BID NO. 73-19

AUTOMATED EXTERNAL DEFIBRILLATORS

REGINA JOHNSON, PRINCIPAL BUYER



BID NO. 106-19

KITCHEN EQUIPMENT

DOROTHEA PRUITT
PURCHASING/PACA COORDINATOR



Time to tune UP!

SUMMER IS ALMOST HERE. IS YOUR HVAC UNIT READY?

Summer Maintenance Tips

Replace your filters: Filters are a cost effective way to prepare your AC for the summer months. Ideally, you should replace your filters every 2–3 months. Replacing your filter will ensure that the air flow from your AC system is not restricted.

Clear the area around your outdoor unit: You don't want to start dismantling your AC unit, however you can clear the area around the unit to help with air flow and efficiency. Clear any leaves and debris from the surrounding area.

Check the insulation: On the back of your unit there will be coolant lines that connect to your office building. These lines should have insulation on them. If there is insulation missing or it is cracked, peeling, or frayed, have them repaired as soon as possible.

Turn your unit on: Turn your unit on early in the season to make sure it is running correctly before you need it most. You don't have to cool off your office to do this. Just switch on your AC using the thermostat, check that cold air is coming from the vents, then turn the air off again. If it is still cold in your area, don't forget to switch the heat back on.

Schedule a tune-up: Once a year, have a professional come out to your office to do a full check on your system. By having your system maintained you can make sure that it is running safely and efficiently. Regular tune-ups will also help extend the life of your air conditioning system.



HVAC PARTS & SUPPLIES

(MISCELLANEOUS)

Bid No. 74-17

Regina Johnson, Principal Buyer
johnsonre@jccal.org



WANT TO REDUCE THE AMOUNT OF PAPERWORK

&

UNNECESSARY FILING CABINETS?

BID NO. 19-18

DOCUMENT SCANNING SERVICES



Document Scanning Benefits

- ◆ Reduce costs through less manual sorting and keying
- ◆ Fewer downstream exceptions
- ◆ Faster delivery of images and data to downstream systems
- ◆ Increase straight-through processing (STP)
- ◆ Better return on investment on downstream systems

Reduce operational costs while digitizing content fast

- ◆ Free up valuable resources
- ◆ Digitize virtually any document
- ◆ Ensure compliance and control



Charles Lindsey, Principal Buyer—lindseyc@jccal.org
Valerie Henderson, Buyer—hendersonv@jccal.org



The PACA Newsletter is written for and about
PACA members and events.
If you have information or news you would like
to share, contact Regina Mitchell.
E: mitchellr@jccal.org



HAS YOUR INFORMATION CHANGED?
If your email address, mailing address or phone number
has changed, please contact Regina Mitchell to update your information.

P: (205)325-8771
E: mitchellr@jccal.org