

Cooperative Buyline

Official Newsletter for the State of Missouri's Cooperative Procurement Program



Buyer Beware! Some Tips for Navigating COVID-19 Purchases

The COVID-19 era has produced extraordinary procurement challenges – not only supply shortages of critically-needed Personal Protective Equipment (PPE) but also market conditions that are resulting in unfamiliar suppliers insisting on risky payment terms. While established vendors under statewide contracts that include normal state terms and conditions are a preferred source of supply, those vendors have been hit hard with product demand and often are out of supply. Likewise other familiar local vendors may not have adequate supply either. This has forced many to seek unfamiliar sources of supply. Additionally, many new business start-ups are offering the products in short supply because of relationships they have with overseas companies who produce the needed products. The Division of Purchasing offers these recommendations before proceeding with order placement:

1. Search the vendor's address to confirm there is a physical building at that location that looks like their business.
2. Determine if the vendor has ever done business with your organization or another city, county, state government that you can verify.
3. If the vendor is not listed on the Missouri Secretary of State's (SOS) business listing, ask them with what state(s) they are currently registered ([https://](https://bsd.sos.mo.gov/BusinessEntity/BEsearch.aspx?SearchType=0)

bsd.sos.mo.gov/BusinessEntity/BEsearch.aspx?SearchType=0). Verify with that state SOS.

4. Does the vendor have any certifications that you can verify with the certifying entity that matches the information they provided to you.
5. Ask for detailed specification sheets on the items you are purchasing; ask for a product sample of the specific product/service they are proposing for your entity. Retain the sample to confirm with product delivered.
6. Get the vendor's written agreement to your standard terms and conditions.
7. Seek payment terms that allow you to pay after receipt of product rather than advance payment if at all possible. If advance payment is required, start with a small order and confirm it is delivered and then only agree to less than 50% down and the balance due upon product delivery. Do NOT agree to advance payments if you cannot successfully vet the vendor with the items in 1-6 above. For anything other than payment in arrears, work closely with your accounting department to ensure non-traditional payment terms can be accommodated. Procurement cards typically offer fraud protection that wired payments do not.

Recently Awarded Statewide Contracts

Contract Number	Contract Title
CC200692001-029	Aggregate Surfacing Material and Hauling Services QVL
CC181185003-004	Automatic External Defibrillators & Accessories—NASPO ValuePoint
CC201659001	Automotive Glass Repair/Replacement Services
CC200891001	Construction Equipment—NASPO ValuePoint
CC200109001	Mailroom Equipment, Supplies & Maintenance
CT200537001	Microfilm Reader Printers
CC201105001	Pharmaceutical Prime Wholesaler Services
CC201400001-004,007-008	Public Safety Vehicle Accessories & LED Light Bars, Siren Warning Accessories—NASPO ValuePoint
CS200772001-004	Sign Language Interpretation Svcs (in addition to renewed CS181066002, 007, 010-011, 014-015)
CS200633001-024	Temporary Medical Professional Services

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Now that winter is over, do you have roads that are suffering from potholes? As a cooperative procurement program member, you can utilize Missouri's 'Aggregate Surfacing Material and Hauling Services QVL' statewide contracts. See Page 3 for a list of recently-awarded contracts and additional information.

Statewide Contract Team Member Spotlight



Chris Downing

Hello, I'm Chris Downing, a Buyer II with the Statewide Team in the Division of Purchasing.

My career with the State of Missouri began in 2017 when I started working for the Division of Purchasing as a Buyer I for the Services Section (non Agency/Non IT). Currently, as a Buyer II, I handle Building, Maintenance, Repair and Operating Supplies; Electrical and Lighting Supplies; HVAC Maintenance and Systems; Security Systems; Environmental Services; and Safety and Emergency Supplies. If you have any questions, contact me at chris.downing@oa.mo.gov.

Chris Downing

Spotlight on Building and Construction Contracts



The spotlight this quarter is on statewide contracts related to building and construction. Additional information on these contracts can be found at <https://missouribuy.com/contractboard> or at <https://archive.oa.mo.gov/purch/contracts/>.



Contract No.	Contract Title	Vendor
CC190520001	Building Supplies-Mid MO Area	Mid-City Lumber Company Ltd
CC190520002	Building Supplies-Mid MO Area	Scruggs Guhleman Lumber Company
CC192236001	Concrete	Leo O'Laughlin Inc.
CC192236002	Concrete	Loch Sand & Construction Company
CC192236003	Concrete	Dredging Inc
CC200891001	Construction Equipment—NASPO ValuePoint	Caterpillar, Inc.
CC192581001	Electrical Supplies	Graybar Electric Company Inc
CC182584001	Facilities MRO & Industrial Supplies	Grainger Industrial Supply
CC182584002	Facilities MRO & Industrial Supplies	MSC Industrial Supply
CC182584003	Facilities MRO & Industrial Supplies	Fastenal Company
CC182584004	Facilities MRO & Industrial Supplies	Veritiv Operating Company
CC182584005	Facilities MRO & Industrial Supplies	Hilti, Inc
CC182584006	Facilities MRO & Industrial Supplies	Staples Business Advantage
CC180504001	Lighting Supplies	Graybar Electric Company Inc
CC180504002	Lighting Supplies	Voss Electric Co
CC182610001	Lighting Supplies	J&K Lighting Co DBA ShineRetrofits LLC
CC171287001	Walk-in Building Supplies—NASPO ValuePoint	Lowe's Home Centers, Inc.

To search for statewide contracts, go to <https://archive.oa.mo.gov/purch/contracts/>; the MissouriBUYS Contract Board (<https://missouribuy.com/contractboard>) and search for 'statewide'; or click on the Statewide Contract Search button at <https://oa.mo.gov/purchasing/cooperative-procurement-program>.



Have suggestions or topics for the Cooperative Buyline? Email us at purchmail@oa.mo.gov and include 'Cooperative Buyline' in the subject line.

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Are Potholes Causing You Problems?



Does your entity have potholes that surfaced this winter that need to be fixed? Purchasing recently awarded a new 'Aggregate Surfacing Material and Hauling Services QVL' statewide contract that can be utilized by cooperative procurement members. The chart below outlines

contractors with materials only; contractors that provide statewide hauling; and the hauling radius for other contractors around the state. We hope this information, including the contractor's location, is helpful to you!

Aggregate Surfacing Material and Hauling Services QVL			
Contract No.	Vendor	City/Location	Hauling Radius
CC200692001	AA Quarry LLC	Kingsville, MO	35 Miles
CC200692002	Anchor Stone Company	Tulsa, OK	45 Miles
CC200692003	Arab Aggregates LLC	St. Mary, MO	No Hauling
CC200692004	Ash Grove Aggregates	Overland Park, KS	50 Miles
CC200692005	Ballou Pavement Solutions Inc	Cape Girardeau, MO	No Hauling
CC200692006	BRM, LLC d.b.a. Base Rock Minerals	Bonne Terre, MO	30 Miles
CC200692007	Bobby Hoelscher Trucking Inc.	Warrenton, MO	Statewide
CC200692008	Fischer Quarry & Hauling, LLC d.b.a. Burfordville Quarry	St. Mary, MO	No Hauling
CC200692009	Bussen Quarries	Saint Louis, MO	30 Miles
CC200692010	Capital Materials LLC	Jefferson City, MO	Statewide
CC200692011	Central Stone Company	Fenton, MO	Statewide
CC200692012	ConAgg of Missouri	Columbia, MO	30 Miles
CC200692013	Conco Quarries Inc	Springfield, MO	45 Miles
CC200692014	Fischer Quarry & Hauling, LLC	St. Mary, MO	45 Miles
CC200692015	Fred Weber, Inc.	Maryland Heights, MO	Statewide
CC200692016	Gray Quarries, Inc.	Hamilton, IL	No Hauling
CC200692017	Hutchens Construction Co LLC	Cassville, MO	100 Miles
CC200692018	Indian Creek Materials LLC	St. Louis, MO	No Hauling
CC200692019	Iron Mountain Trap Rock	Maryland Heights, MO	Statewide
CC200692020	Joplin Stone Co.	Joplin, MO	No Hauling
CC200692021	Leo O'Laughlin Inc.	Shelbina, MO	Statewide
CC200692022	Magruder Limestone Co. Inc.	Troy, MO	30 Miles
CC200692023	Richard J. Mertens, Inc.	Warrenton, MO	30 Miles
CC200692024	Riverstone Quarry, Inc.	Villa Ridge, MO	35 Miles
CC200692025	Siegel Quarry LLC	Versailles, MO	30 Miles
CC200692026	Simpson Materials Co. LLC	Fenton, MO	25 Miles
CC200692027	Skyline Materials LTD	Decorah, IA	30 Miles
CC200692028	VS Services LLC	Kansas City, MO	150 Miles
CC200692029	Willard Quarries, Inc.	Lebanon, MO	No Hauling

Additional information on these contracts can be found at <https://missouribuys.mo.gov/contractboard> or at <https://archive.ia.mo.gov/purch/contracts/>.

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Recently Renewed Statewide Contracts	
Contract Number	Contract Title
CT160073001-002	Adaptive Technology Products
CC181514001	Automotive Repair and Parts—Chrysler Vehicles
CC181764001-002	Chemical Munitions
CC181209002-006	Dinnerware: Melamine & Polycarbonate
CC192451001-002	Dinnerware: Melamine & Polycarbonate
CS191021001-002	Elevator/Escalator Maintenance Services
CS181001002	Hazardous Waste Recycling and Disposal Services
CC190851001-002, 004	Industrial Laundry Equipment—QVL
CC191605001-004	Kitchen Tools & Smallwares—QVL
CC191157001-002	Material Handling Equipment Maintenance, Repair and Parts
CS180291001	Medical Monitoring Services
CC192606001	Metal Culverts
CC191684001-003	MMCAP Medical Supplies and Services
CT160891001-006, 008	Mobile Application Consulting & Development Services—QVL
CS190164002	Onsite Document Destruction and Disposal Services
CC191679001	Pepper Spray
CC180960001, 005	Personal Hygiene Products
CC190689001	Precast Concrete Restrooms and Shower Buildings
CT200012001-002, 004	Public Safety Video Systems—NASPO ValuePoint
CS180324001-003 / CS171476001	Security Guard Services / Security Guard Services—Greater St. Louis Region
CT170315001-004	Software Value-Added Contractor (SVAR)—NASPO ValuePoint
CS191017001-004	Trash Collection Services
CS191534001	Waste Management Services

Purchasing's Statewide Contract Team

Name	Statewide Category Assignment
Autumn Klauba, Buyer (573) 522-0001; autumn.klauba@oa.mo.gov	Some IT related contracts (i.e. radios and fax machines), aggregate surfacing material & hauling services, ground maintenance equipment, ATV/UTV's, and heavy equipment
Chris Downing, Buyer (573) 751-3331; chris.downing@oa.mo.gov	Facilities MRO, janitorial supplies, environmental services, security equipment and services, and elevator maintenance
Jason Kolks, Purchasing Manager (573) 522-1620; jason.kolks@oa.mo.gov	Vehicle related purchases, temporary staffing, mailing services
Jennie Rees, Purchasing Manager (573) 751-6442; jennie.rees@oa.mo.gov	Interpreter type services, office supplies, fuel card and fuel related purchases, furniture & furniture components, textiles
Melissa Sackett, Buyer (573) 526-2716; melissa.sackett@oa.mo.gov	All food or food related purchases, mailroom equipment supplies, paper, and advertising services
Tammy Michel, Buyer (573) 751-3114; tammy.michel@oa.mo.gov	Law enforcement related purchases, medical/lab supplies and equipment, trash collection services, and conference services
Teri Schulte, Team Manager (573) 522-3296; teri.schulte@oa.mo.gov	Statewide Team Manager Master lease services, IT related contracts, telephone
Kathryn (Kat) Taylor, Team Support (573) 751-4148; kathryn.taylor@oa.mo.gov	Handles our contract renewals, as well as data entry into the various systems we utilize

Not yet a member of the State's Cooperative Procurement Program? Go to



<https://oa.mo.gov/purchasing/cooperative-procurement-program>. Click on the 'Online Membership Application' button to register.

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