

# Procurement Services

## Campus News & Information



January 2022

### IN THIS ISSUE:

- **Important Change to ARIBA PunchOut Catalog Browser Recommendation**
- **Charter Coach and School Buses-New Contracts! Eff. Jan. 1st**
- **February "Ask Us Anything About Purchasing!" Webinar**
- **Don't Forget About DES!**

## IMPORTANT CHANGE TO ARIBA PUNCHOUT CATALOG BROWSER RECOMMENDATION

When using the newest version of Firefox, 96.0.1, some PunchOut catalogs are returning a "Token Expired" error when checking out. As alternatives, the Microsoft Internet Explorer or the Firefox Extended Release Support (ESR) version can be used instead. Check the "Ariba Catalog News" section at <https://finance.uw.edu/ps/how-to-buy/ariba/catalog-purchases#news> for more information.

## CHARTER COACH AND SCHOOL BUSES – NEW CONTRACTS! EFFECTING JANUARY 1, 2022

Coach and school bus charter contracts expired December 31<sup>st</sup> of 2021. Procurement Services worked in partnership with ICA and Transportation Services to issue a RFP for bus charter services. Campus can use these new contracts going forward to hire a charter bus. Please use the new contract numbers listed when requesting services.

**Beeline Tours: CW2242578**

- The Green Office Program
- Diversity Supplier News – Ovation Technology LLC and Brand I Pride

Charters to be booked by email at: [Gloria@Beelinetours.com](mailto:Gloria@Beelinetours.com) or [info@beelinetours.com](mailto:info@beelinetours.com).

For urgent issues call Dispatch 206-659-2703.

Pricing:

Coach Size	3-Hour Minimum	Additional Hourly
14 Passenger Coach	\$420.00	\$99.00
23 Passenger Coach	\$507.00	\$105.00
31-36 Passenger Coach	\$575.00	\$110.00
40-56 Passenger Coach	\$694.00	\$120.00

Gratuity included.

Website: <https://beelinetours.com/>

**MTR Western: CW2242576**

Charters to be booked through Courtney Tucker, [courtneyt@mtrwestern.com](mailto:courtneyt@mtrwestern.com).

ICA Charters to be booked through Melissa Davis, [melissad@mtrwestern.com](mailto:melissad@mtrwestern.com).

If you need immediate assistance regarding a running charter, call, Seattle: 206-612-6864, Spokane: 509-624-1422, Portland: 206-438-8345, Eugene: 541-514-1039.

Coach Size	One-way transfer	4-Hour Minimum	Additional Hourly	Full-Day Rate (10+ hours)
56 Passenger Coach	\$480	\$675.00	\$120.00	\$1260 + 5% fuel surcharge
22 Passenger Coach	\$432	\$608.00	\$108.00	\$1134 + 5% fuel surcharge

Includes gratuity.

\$42 Sea-Tac Airport, additional for pick-ups

Tolls and travel fees are additional.

Website: <https://mtrwestern.com/>

**School Bus Charters:**

First Student: CW2242605

Contact: Brandon Dudley, 513-545-5542 or [Brandon.Dudley@firstgroup.com](mailto:Brandon.Dudley@firstgroup.com)

2021-2022 pricing will be based upon a 4-hour minimum based upon gate-to-gate time (time the bus leaves the garage to return it returns to the garage) with an additional hourly rate after the 4-hour minimum.

School Bus	4-hour	Additional Hourly
56 Passenger Bus	\$495.00	\$95.00
46 Passenger Bus	\$425.00	\$85.00

Trips over 150 miles will be charged a mileage rate of \$1.25 per mile.

3% increase (year over year) in base rate, additional hour and mileage rate for 22-23 school year and 3% increase for the 23-24 school year.

Fees: tolls, airport fees, ferries & parking.

- A surcharge of \$125 will be charged on state or national holidays.
- During this COVID period, there is an additional cleaning fee of \$40 per bus.
- Excessive cleaning/alcohol fee is \$150 per bus
- Any overnight/multi-day trips will be charged a daily per diem of \$125 and customer will be responsible driver lodging.

Website: <https://firststudentinc.com>

## FEBRUARY “ASK US ANYTHING ABOUT PURCHASING!” WEBINAR

Join our free-form monthly Zoom sessions to learn and ask questions about Contracting, Sourcing, and Purchasing processes. Our lead off topics are discussion starters, but we really want to focus on your questions. We meet the third Thursday of every month from 1-2pm.

**On February 17, 2022, our conversation starter will be: *IT Accessibility***

**HOT TOPIC:** We are very excited to have the UW IT Accessibility Services Team as our special guests this month to answer your questions about accessibility, and what best practices to follow.

Registration links are updated here: <https://finance.uw.edu/ps/upcoming-events>.

Please let us know if there is a topic you'd like us to address at an upcoming session by sending us an email: Lynn Magill [lmagill@uw.edu](mailto:lmagill@uw.edu).

## DON'T FORGET ABOUT DES!

Washington State requires all employees whose jobs include procurement-related duties to fulfill state training requirements per RCW 39.26.110. Please click the link below, to

determine the exact courses and timeframe that employees need to follow within your department/school. You can also, sign up for email and text updates from DES on their web page. DES site: <https://des.wa.gov/services/contracting-purchasing/policies-training/contracts-procurement-training-development>.

Once you have determined the courses that your department/school must keep on file, your department/school will need to designate a UW employee to coordinate DES access with the state. Your department/school's designated employee will email DES to have the appropriate staff gain access onto the DES training site as needed. For more information or clarification on any state training requirements and processes, please reach out to DES directly per their website.

## THE GREEN OFFICE PROGRAM

The Green Office program provides workspaces across the UW with information on ways they can operate more sustainably, while recognizing the good work they're already doing. Our quarterly events will provide actionable information for you to implement in your office, while also allowing time for discussion and sharing among participants. UW Sustainability will work to highlight innovative efforts and best practices by Green Offices, as well as providing resources to help all offices evaluate their current sustainability practices. By joining the Green Office program, you're helping ensure the UW remains a sustainability leader, while working to help us reach our sustainability goals!

Check out the ["Sustainable Spaces"](#) webpage to learn more or sign up.

## DIVERSITY SUPPLIER NEWS

### **University contract supplier, Ovation Technology LLC and owner Malcolm Waters receives Foster School 2021 William D. Bradford Minority of the Year Award!**

This award recognizes an outstanding business owned by a person of color that has demonstrated leadership through its revenue growth, management quality, and investments in effort to grow other businesses owned by people of color. The award was the premiere award of the 2021 UW Foster School Impact Awards, an event that draws more than 500 leaders in Washington's corporate community, small business owners, civic leaders and the University of Washington.

Listen to Malcom Waters accept the award at, <https://www.youtube.com/watch?v=czXk1Y8s4fs>

To learn more about IT products and services available from Ovation Technology LLC (OVT TECH in Ariba) based on their University contract CW2243029, contact Malcolm Waters at [malcolm@ovttech.com](mailto:malcolm@ovttech.com) or Val Garcia, [val@ovttech.com](mailto:val@ovttech.com) or visit their website, <https://www.ovttech.com/>.



**State of Washington Office of Minority and Women's Business Enterprises (OMWBE) Certified MBE Small Business**

**Brand | Pride, a University Trademarks and Licensing approved promotional and branded products contract supplier receives multiple awards.**

When the pandemic hit, they were not sure what they were going to do. Fearing that most of their customers would cut their marketing and advertising budgets, they immediately laid off three full time employees. They were an office of six getting ready to have their biggest Pride season ever. They had over 45 fortune 500 companies ready to use them for Pride and then the pandemic hit. All in-person Prides were canceled and millions of dollars in sales were lost.

Rather than lay back and see what happened, they got scrappy. They were one of the first distributors in the industry to get their hands on face masks. Not only did they sell thousands of masks to their customers, but they also donated thousands to hospitals across the country. When their large Fortune 500 customers asked for hand sanitizer, they found and sold hundreds of gallons (truckloads) of hand sanitizer when they needed it the most.

They also became experts in global logistics by shipping thousands of Work from Home and Pride Kits to thousands of employees both domestic and internationally. With a staff of just three, they knocked it out of the park and pushed themselves to the limit. They answered the call and had their best year of business ever.

When most in the industry saw a decrease in their sales, they more than doubled theirs. Because of their success in 2020 they received:

**The 2021 LGBT Supplier of the Year award from National Gay, Lesbian Chamber of Commerce (NGLCC).** This was the second time that Brand | Pride has won this award and the only LGBT supplier in the history of the National Gay, Lesbian Chamber of Commerce (NGLCC) to do so!

**Two recognitions from the Puget Sound Business Journal.** They made the list of top 25 Largest LGBTQ businesses in the Puget Sound and were named as one of the Fastest Growing Private Businesses in the Puget Sound.



Meet the team: <https://www.brand-pride.com/meet-the-team.htm>

UW Contract CW2240941

**Woman owned and LGBTQ small business – Certified by Women's Business Enterprise – National Council WBENC and the National LGBT Chamber of Commerce.**

