



Virginia Information Technologies Agency

How IT Organizations Do Business with the Commonwealth





Agenda

- VITA's IT procurement responsibilities
- COVA's relationship with Northrop Grumman
- Rules of doing IT business with the Commonwealth
- Existing contracts
- eVA
- Types of solicitations
- Small Business participation
- Subcontracting



Procurement Authority

- VITA has authority for procurement of IT and telecommunications goods and services on behalf of other state agencies and institutions. Counties, localities and all other public bodies are able to use all statewide contracts.
- VITA is the only agency that can create statewide IT contracts available to all public bodies.
- VITA can delegate authority for agency-specific IT procurements.
- Local governments and Charter Universities are not under VITA's authority, but they can utilize its contracts.



VITA/NG Partnership

- A 13-year, \$2 billion public-private partnership between Commonwealth and Northrop Grumman
- Transformed state government's IT infrastructure from more than 80 Executive-branch agency systems to an enterprise-wide and more cohesive, secure and efficient infrastructure
- Transformation included messaging services, desktop, helpdesk, mainframe/servers, tier 3 & 4 facilities, networking, voice/video and security



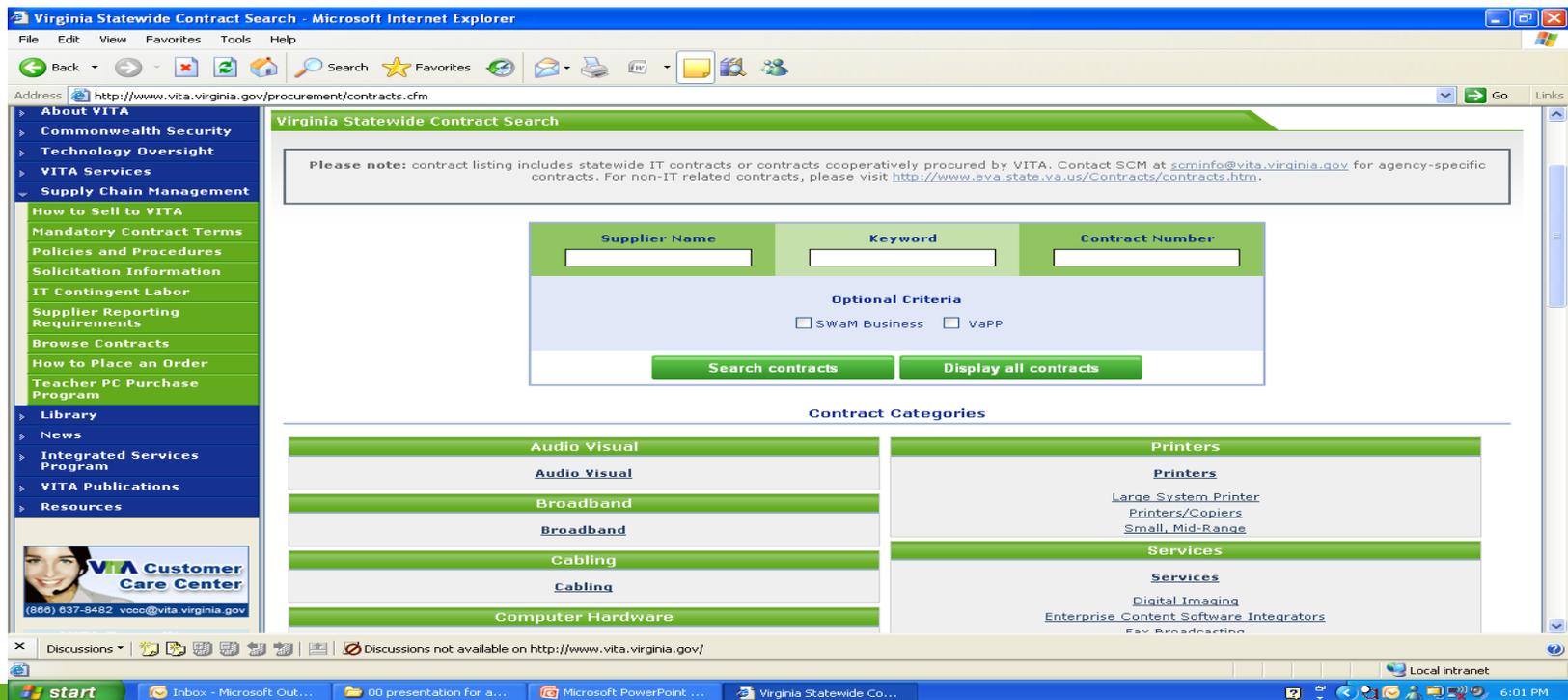
Rules of Doing IT business with the Commonwealth

- All IT procurements fall under the Virginia Public Procurement Act (VPPA).
- All VITA contracts are awarded in accordance with requirements of the VPPA or PPEA:
 - Procurements must be conducted in a fair and impartial manner; avoid even the appearance of impropriety.
 - All qualified vendors have access to public business.
 - No offeror is arbitrarily or capriciously excluded.
 - Competition must be sought to the maximum feasible degree.
 - Specifications reflect the procurement needs of the agency rather than being drawn to favor a particular vendor.



VITA Statewide Contracts

Information about VITA statewide contracts is available on the VITA website
<http://www.vita2.virginia.gov/procurement/contracts.cfm>
Searchable by supplier, keyword and contract number



Virginia.gov Online Services | Commonwealth Sites | Help | Governor

Virginia Information Technologies Agency

VITA

IT Service Catalog IT Infrastructure Partnership Statewide Contracts

Home > Supply Chain Management

- About VITA
- Commonwealth Security
- Technology Oversight
- VITA Services
- Supply Chain Management
 - How to Sell to VITA
 - Mandatory Contract Terms
 - Policies and Procedures
 - Solicitation Information
 - IT Contingent Labor
 - Supplier Reporting Requirements
 - Browse Contracts
 - How to Place an Order
 - Teacher PC Purchase Program
- Library
- News
- Integrated Services

Contract: VA-101108-VBS - Statewide High Speed Production Devices

[Search for a different contract](#)

What is the contract scope?
What is the current Contract Pricing?

This contract can be used to purchase

- HIGH SPEED PRODUCTION DEVICES

+ Expand All

- Who can use the contract?
- Who is the supplier?
- What are the benefits of this contract?



Opportunity: eVA solicitations

- Agencies are required to use eVA to publish solicitations.
- Procurement link: www.eva.virginia.gov
- Planned solicitations are also posted under “Future Procurements”.
- eVA registration and correct commodity code references are critical on orders to receive notification of solicitations.



eVA has Quick Links

The screenshot shows the eVA Home Page with the following elements:

- Navigation Menu (Left):** BUYER, SWAM, VENDOR, BILLING, SIGN-UP, eVA TRAINING, VIP TRAINING, ARIBA SUPPLIER, FORUM 2010, NIGP Code Look Up, UNSPSC Code Look Up, Recommended Browsers, DPS WEBSITE, Virginia Institute of Procurement.
- Main Content Area:**
 - Home | SWaM | Buyer | Vendor | Billing Portal | Sign-Up
 - Local Government | Training | eVA Customer Care
 - Welcome to eVA!
 - Vendor Benefits**
 - [SWaM Benefits PDF](#)
 - [Testimonials PDF](#)
 - Renowned Procurement Expert, Jon Hansen, Touts Value of eVA
 - ...the Commonwealth of Virginia's eVA program is still a coruscating example of what can happen when you get it right! [Read More...](#)
 - [READ MORE ARTICLES ON eVA BY JON HANSEN](#)
 - [Login](#)
 - Quick Links**
 - What is eVA?
 - eVA News
 - State Contracts
 - **Solicitations & Awards (VBO)**
 - Future Business Opportunities
 - Billing & Payment Portal
 - eVA e-TRIP Dashboard
 - Public Reports & PPEA Opportunities
 - Local Government & Public Schools
 - Vendor Resource Center
 - Procurement Office Lookup
 - eVA Vendor Data Standards Support Page
 - Chief of Staff 10/08/08 Memo Regarding Required Use Of eVA... [More Info](#)
 - Transition Plan template... [Click here](#)
- Right Sidebar:** eVA Newsletter (October Issue), eVA Spotlight (Virginia Institute of Procurement 2010 Class Schedule), U.S. & State Flags (Buy A State Flag), ARRA, eVA Facts.

Links to solicitations (Solicitations and Awards) and Future Business Opportunities

Virginia.gov

- BUYER
- SWAM
- VENDOR
- BILLING
- SIGN-UP
- eVA TRAINING
- VIP TRAINING
- ARIBA SUPPLIER



FORUM 2010
Hampton Roads Convention Center

Thank you for attending!

PowerPoint Presentations Now Available

- NIGP Code Look Up
- UNSPSC Code Look Up
- Recommended Browsers
- DPS WEBSITE

Home SWaM Buyer **Vendor** Billing Portal Sign-Up

Local Government Training eVA Customer Care

Information Center

Vendor Benefits

- SWaM Benefits
- Testimonials

Vendor Password Problems? eVA or Ariba [click here](#)
AOL users are you having trouble receiving eVA emails

Vendors: Can't see the credit card number on your emailed orders?
[Click here](#) to learn more...

How do I sell to the Commonwealth Login

- Vendor Signup/Registration
- eVA Business Opportunities
- What buyers are looking for
- Vendor Strategies
- Vendor Resource Center

Register your company to do business with the Commonwealth of Virginia.

eVA Newsletter

December

Sneak Peek NEW Resource Center

eVA NEWSLETTER

eVA Spotlight

June 5 - 7 SAVE THE DATE

VDEM

2011 Emergency Management Procurement Forum and Workshop

U.S. & State Flags

Buy A State Flag

Order a variety of US & Virginia state flags in our public online store.

ARRA

AR



Types of procurements

- **Competitive solicitations**
 - Small purchases – Less than \$5,000 – One quote required; \$5,000 to \$100,000 utilize eVA Quick Quote system
 - Competitive sealed bidding (Invitation for Bids- IFB)
 - Competitive negotiations (Request for Proposals - RFP)
- **Cooperative Procurements (including G.S.A.)**
 - Joining with other states or public bodies for procurement (combined requirements)
 - To use cooperative contracts, an Agency receives approval from the CIO, and the contract must be performed by a public entity, not a consortium.
 - Typically limited use and most suited to commodities



Policies encourage small business participation

- Definition of a Micro business: No more than 25 employees and less than \$3 million in sales averaged over the past three years
- Definition of a qualified Small business: Department of Small Business and Supplier Diversity (SBSD)-certified business with 250 or fewer employees or gross receipts of \$10 million or less averaged over the past three years.
- Small businesses must be certified by SBSD to receive a set-aside award. For information, see www.SBSD.virginia.gov.

Small business participation is encouraged through direct participation and through subcontracting



Policies encourage small business participation

- Procurements less than \$10,000 are set aside for Micro businesses, if available.
- Procurements from \$10,000 - \$100,000 are set aside for small businesses when a minimum of four small businesses are solicited. VITA utilizes eVA Quick Quote to meet this requirement.
- Procurements greater than \$100,000 may be set aside; a minimum of six small businesses usually are solicited.
- Small business subcontract plans are required for solicitations greater than \$100,000.

All Executive Branch agencies and non-exempt institutions of higher education are subject to these policies



Opportunity: Contract Vehicles

VITA statewide contracts offer opportunities to subcontract

- Staff augmentation -- Computer Aid, Inc. is COVA's managed service provider for staff augmentation and SOW engagements.
- Subcontracting opportunities may exist on current contracts
- For subcontracting opportunities, work with the current contract holders



Ethics in Public Contracting – §2.2-4367 et seq.

- Addresses proscribed participation by public employees in procurement transactions
- Disclosure of subsequent employment
- Prohibition on solicitation or acceptance of gifts from contractors by procurement officers
- Kickbacks prohibited
- Participation in bid preparation, submitting bid for same procurement not allowed
- Misrepresentations – cannot conceal or misrepresent a material fact or make fraudulent statements
- **Avoidance of any appearance of impropriety**



VITA's commitment to the supplier community

- VITA values its suppliers of IT and telecommunications good and services and is committed to their success.
- VITA has worked diligently to improve the quality and ease of use of its solicitations and contracts to be more supplier and user-friendly.
- VITA has worked with the supplier community and the Office of the Attorney General to mold contractual terms and conditions which minimize risk to the Commonwealth while encouraging supplier performance.



Doing Business with VITA

- Virginia Business "One Stop": <http://www.bos.virginia.gov/>
- eVA: www.eva.virginia.gov
- State Corporation Commission: www.scc.virginia.gov
- Department of Minority Business Assistance:
www.dmbe.virginia.gov
- VITA contracts site:
<http://www.vita2.virginia.gov/procurement/contracts.cfm>
- Computer Aid info: <http://vaitcl.compaid.com>