



Virginia Information Technologies Agency



How IT Organizations Do Business with the Commonwealth





Agenda

- VITA's IT procurement authority
- IT Infrastructure contracts
- Rules of doing IT business with the Commonwealth
- eVA
- Types of solicitations
- Small Business participation
- Subcontracting
- Ethics
- VITA's commitment



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.
- Select private institutions of higher learning may use VITA 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.



IT Infrastructure Contacts

- VITA has created contracts with eight suppliers to handle its infrastructure responsibilities to Executive Branch agencies.
- The eight infrastructure prime contractors utilize a variety of subcontractors to fulfill their roles.
- VITA and its primes place significant emphasis on the use of SWaMs.



IT Infrastructure Contacts

The new suppliers are:

Integrator (MSI)	SAIC
Messaging	Tempus Nova
Mainframe	Perspecta State & Local
Server/Storage	Unisys
Security	Atos
Network	Verizon
Desktop	Iron Bow
Printers	Xerox



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.



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 in order to receive notification of solicitations.



Types of solicitations

- Competitive solicitations
 - Small purchases – Less than \$10,000 – One quote required; \$10,000 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 receive approval from the CIO, and the contract must have been created by a public entity, not a consortium.
 - Typically limited use and most suited to commodities



Policies encourage Small Business participation

- Definition of a qualified Small Business: Department of Small Business and Supplier Diversity-certified businesses with 250 or fewer employees or gross receipts of \$10 million or less averaged over the past three years. These include Small Businesses and Small Businesses owned by minorities, women, and service-disabled veterans.
- Definition of Micro Businesses: 25 or fewer employees and receipts of \$3 million or less, averaged over past 3 years
- Small and Micro Businesses must be certified by DSBSD 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, and if the price is fair & reasonable
- Procurements from \$10,000 - \$100,000 are set aside for Small Businesses when a minimum of two such businesses are available and the price is fair & reasonable; VITA utilizes eVA Quick Quotes 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

- VITA Infrastructure agreements (SAIC, Tempus-Nova, Perspecta, Unisys, Verizon, ATOS, Xerox, Iron Bow)
- 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.sbsd.virginia.gov
- VITA contracts site: www.vita.virginia.gov/scm
- Computer Aid info:
<http://www.vita.virginia.gov/scm/default.aspx?id=11906>