

DCAS Commissioner
Edna Wells Handy

Inside This Issue:

Remi

Green Products Web
Portal

Pre-Fiscal Year ACCO
Meetings

Savings – Thermometer

DCAS Logistics

Hurricane Preparedness
Response

OCP Contact List:

Sergio Paneque, Chief
Acquisition Officer
(212) 386-0225

Robert Cleary, Citywide
ACCO
(212) 386-0228

Carol Green, A/C,
Knowledge
Management
(212) 669-8530

Remi

The Office of Citywide Purchasing (OCP) recently awarded a five-year requirement contract for an electronic equipment management program with the Remi Group, LLC. The program offers City agencies the opportunity to realize annual savings in excess of 20% by consolidating a wide variety of original equipment manufacturer and third party equipment maintenance expenditures. Remi offers more than 125 types of electronic equipment from simple office machines to sophisticated security, communications, and medical equipment.

Not only does the contract reduce costs and administrative time, but it also provides for life cycle management to ensure performance quality and increase the useful life of each piece of equipment. Access to online reports will allow agencies to monitor preventive maintenance, track and assess performance, and analyze the real costs of maintaining equipment.

Agencies can choose from two plans – one which allows an agency to purchase goods and services directly from vendors in the Remi portfolio or a second plan wherein Remi brokers all goods and service purchases. The contract is accessible through the Direct Order system.

For more information, please visit www.theremigroup.com or contact Remi Project Manager, Jim Ahern, at jahern@theremigroup.com or (484) 228-8042.

To view the contract, please click on the following link:
<http://extranet.dcas.nycnet/nycprocurement/dmss/home.asp>

Requirement Contract #: 20121200451

Green Products Web Portal

In furtherance of Local Laws of 2005 governing Environmentally Preferable Purchasing (EPP), OCP staff has recently begun using a new tool from the US Environmental Protection Agency (US EPA) to research the availability of and expand the procurement of environmentally preferable products. This new web portal (www.epa.gov/greenerproducts) allows tailored searches linking users to detailed information about WaterSense, Energy Star, and other green products and services that will advance the City's sustainability program.

Please explore the site as it provides a multitude of useful information and links to help manage your green purchasing process.



Drive down overall net costs by leveraging Citywide spend data; introduce the OCP procurement liaison to agency staff; obtain feedback on how OCP could provide better service

Pre-Fiscal Year ACCO Meetings

OCP has a renewed focus on providing world-class customer service and meeting customer needs.

In order to better understand the needs of the City's largest agencies (agencies that comprise 80% of the City spend), pre-fiscal year meetings were held with the Agency Chief Contracting Officers (ACCOs) and other key representatives of 12 agencies.¹ The purpose of the meetings was to let agencies know about OCP's commitment to drive down overall net costs by leveraging Citywide spend data; introduce the OCP procurement liaison to agency procurement staff; and obtain agency feedback on how OCP may provide better service.

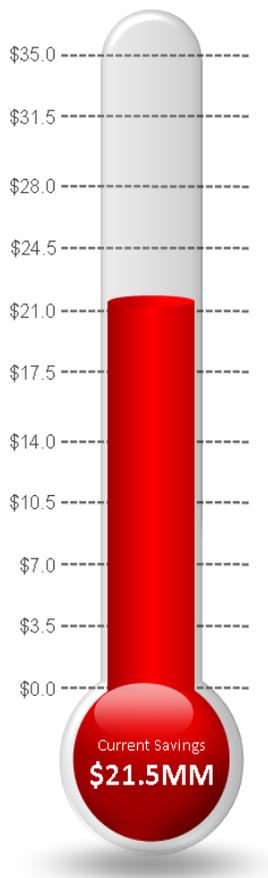
Among the recommendations made by agencies was for OCP to:

- Provide better communication and feedback to end user agencies on the status of procurements;
- Create citywide requirement contracts (RC) from high usage OGS and GSA contracts; and
- Expand products and services that are available on RC.

OCP is looking forward to continuing these meetings and providing updates.

¹ OCP met with: HPD, DHS, NYPD, DSNY, FDNY, HRA, DOT, DOHMH, DEP, Parks, ACS and DOC.

Savings – Thermometer



In July 2010, Mayor Bloomberg announced a plan to consolidate and modernize the City's back-office operation.

As a key part of the reform efforts, OCP is working to identify savings opportunities and leverage the City's buying power in the following ways:

- Negotiate savings
- Negotiate improved terms with existing vendors
- Consolidate contracts more effectively
- Increase the use of catalog/direct delivery contracts wherever applicable
- Leverage existing state/consortium contracts

Strategic efforts to date have resulted in citywide savings of approximately \$21.5 million over the life of the affected contracts, with \$8 million in annual contract savings.

DCAS Logistics

The Central Storehouse (CSH), Office of Surplus Activities, and a new offering of Logistics Consulting Services will now fall under DCAS Logistics. The recent addition of this in-house consulting service allows agencies to further streamline their supply chain including Just-In-Time modeling; storage; and surplus.

To schedule a logistics consulting engagement, please contact Logistics Consulting Services at (718) 417-2004.

Upcoming Lean Six Sigma (LSS) Invite

DCAS Logistics has two active Lean Six Sigma Teams. Both teams are tasked with improving the efficiency of DCAS Logistics. Customer service panels that will consist of citywide agency operations and maintenance staff are being convened to review existing inventory for deletions, additions, or modifications. The customer service panels will begin meeting in November. Please be on the lookout for your invitation.

Hurricane Preparedness Response

OCP's emergency preparedness was tested during the onset of Hurricane Irene from August 25th through 29th. OCP worked in close coordination with fellow DCAS Lines of Service and OEM to prepare for the storm.

OCP identified 24hr emergency staffing rotations for procurement, executive management, CSH, and fuel inspectors for the duration and aftermath of the storm. Procurement staff activated preparation steps by reaching out to critical vendors to verify contacts, stock levels, and delivery capability. Procurement staff was also deployed to the CSH to conduct emergency procurements. The executive team manned OEM's Emergency Operations Center and Unified Operations and Resource Center to prioritize procurement and logistics requirements. OEM's Logistics Cell was manned by CSH to streamline logistical and delivery support requirements for City agencies and shelters. CSH remained open continuously to support deliveries and walk-in service. Fuel inspectors staffed the Logistics Cell and worked with agencies and vendors to ensure emergency generators and fueling facilities were filled to capacity and catch basins cleared at vendors' fuel terminals to mitigate any adverse impacts. The inspectors also ensured the continued availability of fuel.

The preparedness response was a success and the experience enabled OCP to identify new emergency preparedness best practices. OCP is developing preparedness plans for a number of potential emergencies. As you prepare your After-Action-Reports (AAR) and review Continuity of Operations Planning (COOP) plans, please contact Robert Cleary, Citywide ACCO for assistance in plan development or to add any necessary items for incorporation into OCP's emergency critical commodity list.