

Procurement Services Announcements
January 2012

1. Presentation from Airgas/Cuevas
2. "Regarding our discussion of streamlining travel requests and directing those to the experienced government ticketing agents within our company, please note we've assigned Lori Garcia - lgarcia@nationaltravelsystems.com – to be the lead agent for Texas Tech on our government team. If it can be communicated to the various departments to start using Lori & her team, then we can guarantee pricing under the State of Texas Travel Management contract, and we will be able to mitigate payment mistakes such as the one we were discussing yesterday.

State of Texas Pricing Terms (cc form of payment) – offered by our government team agents:

Domestic Air Ticket only	\$12.99
Domestic Air Ticket in conjunction with hotel and/or car reservation	\$12.99
Hotel reservation only	\$3.00
Car reservation only	\$3.00
International Air Ticket only	\$19.99
International Air Ticket in conjunction with hotel and/or car res	\$19.99

Check form of payment is not covered under the State Contract, but we offer \$25.00 per domestic ticket, and \$35.00 per international ticket.

3. New Drug Testing contract with Concentra. OccMed will no longer drug testing provider for the University. The cost of drug tests are outlined on the following page.
4. The Best Buy punchout went live on November 21, 2011. Please remember that our discounted pricing is listed in the punchout (and not accessible through normal websites or through the local store).
5. Punch-out for Complete Books went live on 1/23/12. Complete Books is a registered HUB vendor for the State of Texas and the largest business to business source for over 2,500,000 books publications, government documents, videos, and audio recordings with the following benefits: A. All orders must exceed a total of \$15. All standard ground orders will ship for FREE FREIGHT. B. Additional discounting on most bulk orders (of 25 or more of the same title) C. Great customer service and quick responses for "hard to find" title inquiries and order tracking. D. The largest selection of publications exclusively for academic and business markets. E. Subscription Management Services for all of your journals, periodicals and subscriptions. F. Discounted rates for expedited service. Please access the Complete Books contract through the Techbuy punch-out.
6. Janice Forburger Brumley left our department in December. Cathy Limon Clifford has been promoted to Section Manager of Purchasing and Contracting. Lora Turpin will start as Section Coordinator – Systems Support (Cathy's previous position) in the next few weeks as we get her trained. We are currently searching for a replacement for Lora's position. We will make an announcement about this as soon as the position is filled. It is very important that you email techbuy.purchasing@ttu.edu during this time of transition.

7. Promotions:

Group Buys Period 1-2012

If you have a member that is planning to purchase any of the equipment listed below now or in the coming months, additional savings and value may be realized by purchasing it as part of the national group buy. January 1 – March 31, 2012, members can save up to 48.97% on these categories of equipment.

Category	Supplier	Contract Number	Savings off list
Anesthesia Machines	GE – Datex-Ohmeda	CE91091	20-24%
Cold Storage*	Cardinal Laboratory	DL91000	34.95-42.79%
CT Scanners	Toshiba	XR11014	37-48.97%
CV Suites	Toshiba	XR11024	37-44.89%
Defibrillators	Physio-Control	CE91082	17.35-18.71%
Digital Radiography	Carestream	XR0012	36-48%
MRI	Toshiba	XR0055	37%
R/F Equipment	Toshiba	XR11054	37%
Ultrasound Equipment	Toshiba	XR0032	37-40%

**begins February 1, 2012, ends May 31, 2012*

8. Tonya Bolt and Kathy Fanning have been promoted from Purchaser to Senior Purchaser. This was done because of an increase in their job duties as well as both of them becoming certified as CTPM’s by the State of Texas.

9. In the next few weeks, we will be modifying all of the purchaser’s assigned commodities. We are doing this to break the monotony of the purchaser’s workload. Please make sure you are choosing the correct categories on the form (and not the category that was previously assigned to a purchaser). Selecting the correct category will result in your orders being expedited. We will revise the commodity list and make it more user-friendly when we reassign the commodities to the purchasers.

10. We are posting the How To Guide for renting vehicles on the Purchasing & Contracting website at <http://www.depts.ttu.edu/procurement/purchasingContracting/howToGuides/index.asp> This is available for business use, including official individual travel, from Enterprise or National Car Rental in the US or Canada. One key advantage is that vehicles rented here in Texas will be exempt from the 10% vehicle use tax on the final bill.

- 11. Future dates for the Procurement Services Forum are (all in Room 214 at the Ag Sciences Building at 3 pm):**
 - a. Wednesday, February 29, 2012
 - b. Wednesday, March 28, 2012

Concentra Testing Price List

Drug Testing

DOT Drug Screen (5 Panel)	\$33.00	Per specimen
Non-DOT Drug Screen (10 Panel)	\$32.00	Per specimen
Non-DOT Drug Screen (9 Panel Rapid)	\$32.00	Per specimen
Non-DOT Drug Screen (5 Panel Rapid)	\$32.00	Per specimen
Hair Follicle Test	\$66.00	Per specimen

Alcohol Testing

Breath Alcohol Test (BAT)	\$15.00	Each
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ADA-Compliant Human Performance Evaluations (HPE's)

Level I	29.00	Each
Level II	\$45.00	Each
Level III	\$68.00	Each
Level IV	\$91.00	Each

Physical Examinations

DOT/Recertification	\$35.00	Each
Asbestos	\$35.00	Each
Respirator	\$35.00	Each

Spirometry – Pulmonary Function Test

Pulmonary Function Text	\$25.00	Each
OSHA Questionnaires	\$10.00	Each
Respirator Fit Test (Qualitative)	\$20.00	Each

Audiograms

Audiograms	\$15.00	Each
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Expert Witness Testimony

Deposition	\$200.00	Per hour
Live Testimony	Judge determines fee	

Additional Requested Services

Drug Screen Results Reporting (fax or web)	0.00	
Technical Support – website	0.00	
Customer Service Support (telephone)	0.00	
Drug Screen Process Training	0.00	
Specimen Pick Up (3:00 p.m. daily)	0.00	
Cut Off Levels Specified by TTU	0.00	
Positive Sample Storage for 1 year	0.00	
Individualized Departmental Billing	0.00	
Schedule Random Sampling for DOT Testing	\$250.00	Per Year
Quarterly Statistical Lab Reports (Quantitative)	0.00	

Concentra will charge no fees to the University for obtaining copies of medical files for University employees from OCC Med or any other provider.