

# Contracting and Procurement with TFS

Texas Forest Service

12/03/10

# Contact Information

## 979-458-7380

- ▶ Alan Degelman – Purchasing Department Head
- ▶ Terry Smith – Contracts Officer
- ▶ James Polasek – Buyer III, Bidding Functions
- ▶ Lupita Pena– Purchasing Specialist  
(Telecommunications)
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# Delegated Purchasing Authority

- A. \$00.01 to \$4,999.99 . . . 87% of purchases (L-Docs or P-Card) All TFS employees.
- B. \$5,000.00 to \$24,999.99 . . .informal bidding process. Requisitions required. (3 bids, 2 of which are HUBs) P-Docs
- C. Over \$25,000.00. . . competitive bidding process performed by purchasing staff.
- D. All purchases for computers and peripherals go through I.R.

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# Searching for your Contacts

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- ▶ CHOOSE HOW TO SEARCH FOR YOUR TFS CONTACT

- ▶ **Welcome to the new TFS Contact Us!**

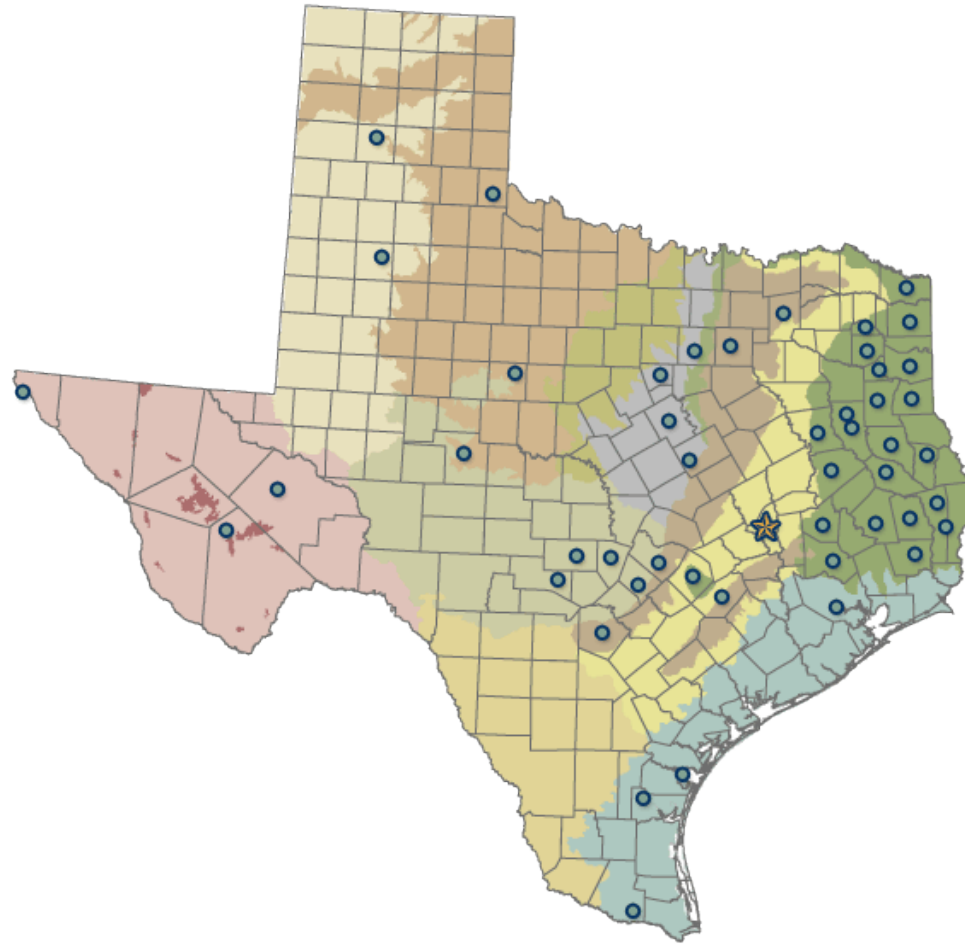
We offer many ways to search for TFS Contacts. Simply choose from the search options below.

You can search by...

**County Program Questions, Feedback? Employee Organizational Unit TFS Locations**

- ▶ **“Persons with hearing or speech disabilities are invited to contact Texas Forest Service using the Dial 711 Telecommunications Relay Service through their local phone company provider.”**

# Office Locations



# Contract Authority

- Signing delegation regardless of price
  - Services
  - Agreements (rentals)
  - Contracts
  - MOU (memorandum of understanding)
  - Software Agreements
- Time for review
  - TFS review (we may ask questions)
  - Legal review

# Register

The CMBL

<http://www.window.state.tx.us/procurement/prog/cmbl/>

The HUB Program

<http://www.windowstate.tx.us/procurement/cmb/cmbhub.html>

ESBD

<http://esbd.cpa.state.tx.us/>



# Time for the Bidding Process

- ▶ Public Purchasing was created to be fair...not fast.



# Governor's Proclamation

- ▶ **TO ALL TO WHOM THESE PRESENTS SHALL COME:**
  
- ▶ I, RICK PERRY, Governor of Texas, do hereby certify that Hurricane Ike poses a threat of imminent disaster along the Texas Coast and in the counties of Anderson, Angelina, Aransas, Archer, Austin, Bee, Bell, Bexar, Bowie, Brazoria, Brazos, Brooks, Calhoun, Cameron, Cass, Chambers, Cherokee, Collin, Colorado, Comal, Dallas, Denton, DeWitt, Ellis, El Paso, Fort Bend, Franklin, Galveston, Goliad, Grayson, Gregg, Hardin, Harris, Harrison, Henderson, Hidalgo, Hill, Hopkins, Hunt, Jackson, Jasper, Jefferson, Jim Hogg, Jim Wells, Kaufman, Kenedy, Kleberg, Lamar, Lavaca, Liberty, Lubbock, Matagorda, McLennan, Montgomery, Nacogdoches, Navarro, Newton, Nueces, Orange, Panola, Parker, Polk, Potter, Randall, Refugio, Sabine, San Augustine, San Jacinto, San Patricio, Shelby, Smith, Starr, Tarrant, Titus, Tom Green, Travis, Trinity, Tyler, Van Zandt, Victoria, Waller, Walker, Webb, Wharton, Willacy, Williamson, Wise and Wood beginning September 7, 2008 and continuing.
- ▶ THEREFORE, in accordance with the authority vested in me by Section 418.014 of the Texas Government Code, I do hereby declare a state of disaster based on the existence of such threat and direct that all necessary measures both public and private as authorized under Section 418.017 of the code be implemented to meet that threat.
- ▶ As provided in Section 418.016, all rules and regulations that may inhibit or prevent prompt response to this threat are suspended for the duration of the state of disaster.
- ▶ In accordance with the statutory requirements, copies of this proclamation shall be filed with the applicable authorities.
- ▶ IN TESTIMONY WHEREOF, I have hereunto signed my name and have officially caused the Seal of State to be affixed at my Office in the City of Austin, Texas, this the 8th day of September, 2008.
- ▶ **RICK PERRY**  
Governor
- ▶ Attested by:  
**ESPERANZA "HOPE" ANDRADE**  
Secretary of State

# Emergency Response Justification

- ▶ EMERGENCY RESPONSE PURCHASE

- ▶ JUSTIFICATION STATEMENT

- ▶

- ▶

- ▶ Hurricane Ike poses a threat of imminent disaster to portions of the state of Texas.

- ▶

- ▶ Because of the severity of the situation the Governor has issued a State Disaster Proclamation for the State of Texas (copies attached).

- ▶

- ▶ Due to these conditions the Texas Forest Service has initiated Emergency Response operations for immediate response in the affected regions of the state. This purchase is immediately required to support those Emergency Response operations.

- ▶

- ▶ The need for Emergency Response cannot be accurately anticipated as incidents can occur any place or time and at different levels of severity depending on weather and other uncontrollable natural and human factors.

- ▶

- ▶ These actions exceed normal agency operations and are authorized under Section 418.016 of the Texas Government Code.

- ▶

- ▶

\_\_\_\_\_  
Purchasing Manager

\_\_\_\_\_  
Date

# Be Proactive

Every morning in Africa, a gazelle wakes up. It knows it must outrun the fastest lion or it will be killed.

Every morning in Africa, a lion wakes up. It knows it must run faster than the slowest gazelle or it will starve.

It doesn't matter whether you're a lion or a gazelle...when the sun comes up, you better hit the ground running.

**QUESTIONS?**