



Custodial and Hospitality Supplies

Statewide Contract Webinar – December 15, 2011

Your Presenter

State Purchasing Division – Statewide Contracts



Trina E. Williams

Associate Category Manager

Experience

Background – 5 years in Procurement

Joined DOAS in January, 2008

Education

*Keller Graduate School of Management –
MBA*

DeVry Institute of Technology – BS

*Georgia Certified Purchasing Associate
(GCPA)*

Contact Information

Trina.Williams@doas.ga.gov

404-656-5452

Purpose of this Webinar

State Purchasing Division – Statewide Contracts



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Purpose:

The purpose of this webinar is to present the new statewide contract: Custodial and Hospitality Supplies.

I will discuss what this new contract provides and how to use it.

I will introduce the Suppliers: Dade Paper Company and Southeastern Paper Group.

Please use the webinar tool to submit any questions you may have and, I will answer them at the conclusion of the webinar.

Statewide Contract Details

State Purchasing Division – Statewide Contracts



What is the Contract Number?	Contract #99999-SPD-SPD0000061
Is it a Renewal?	No
Does it Replace Existing Contracts?	Yes. Can Liners #70767, Personal Paper #50241 & Disposable Food Service Items #80769
What is the Contract Term?	1 Year with 4 (1) year options to renew
What is the Expiration Date?	12-31-2012
Does it Allow the Use of the P-Card?	Yes
Who is the Person to Contact with Questions:	Trina E. Williams Trina.Williams@doas.ga.gov (404) 656-5452

Key Benefits

State Purchasing Division – Statewide Contracts



- Deep discounts from 15% to 30% off list prices; on average 7.5% cheaper than previous SWC.
- Free delivery available on orders of five (5) cases or more.
- Expanded product offerings in all three categories.
- The Can Liners and Personal Paper Categories offer proprietary consultation services and training, including Eat Safe, Hy-Protection Zone, Environmental and GreenSafe programs.
- Accepting of the Procurement Card (PCard)

Where to Find this Statewide Contract

State Purchasing Division – Statewide Contracts



1. Visit the DOAS website at www.doas.ga.gov.

Where to Find this Statewide Contract

State Purchasing Division – Statewide Contracts



2. Hover over the **State and Local** section of the screen.
3. Click on **State Purchasing**.

Where to Find this Statewide Contract

State Purchasing Division – Statewide Contracts



Click on Statewide Contracts

4. In the Direct Links section, click on **Statewide Contracts**.

SWC Index for Public



Team Georgia Marketplace

Statewide Contract Index

Georgia Department of Administrative Services

DOAS Home About Us State and Local Suppliers Public and Non-Profit

Home > State and Local > State Purchasing > Statewide Contract Index

Statewide Contracts

State Purchasing establishes competitive statewide contracts for a wide variety of products, services, and equipment. These contracts cover commonly used commodities such as office supplies, furniture, motor vehicles, natural gas, liquid petroleum, paint, ammunition, asphalt, and much more. In order to find the contract that best fits your needs, you will need to access Team Georgia Marketplace™ using one of the following methods:

- ▶ **State of Georgia Employees**

If you are a State of Georgia employee who has not completed training or has not requested your window shopper login click here to view [Statewide Contracts](#)
- ▶ **General Public**

Click on the Team Georgia Marketplace™ icon and log in using the following guest ID and password. First time users should review the Training Presentation provided below.

 ID: tgmquest
Password: tgmquest

[Click Here](#)

View the [Training Presentation](#)

Print and Review the [Quick Reference Guide](#)
- ▶ **Window Shoppers**

Click on the Team Georgia Marketplace™ icon using your Window Shopper ID and navigate to the "Contracts" tab to search or browse available contracts. Additional instructions can be found in the Window Shopper Quick Reference Guide.

5. To access contract information, click on the **Team Georgia Marketplace™** icon to access the Login screen. This User Name and Password is generic and only provides access to contract information.

Statewide Contracts Index



6. When the Login screen displays, use **tgmguest** as the User Name and the Password. This generic ID and Password allows access to contract information only.

SciQuest Applications
Version 10.1

Team Georgia Marketplace

Use tgmguest as the User Name and the Password

User Name

Password

[Forgot your Password?](#)

Note: User Name and Password are case-sensitive.
This application is accessible only to registered users.
If this is your first visit, please register here.

SWC Index for Window Shoppers



Team Georgia Marketplace

Statewide Contract Index


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You can also click on the Team Georgia Marketplace™ icon to access the same Login screen, but enter your personal Window Shopper User Name and Password. This allows you to access the Statewide Contract Index as well as to shop for items available from the Statewide Contracts.

SWC for Window Shoppers



If you are a Window Shopper user, you can access the Statewide Contract Index by entering your personal User Name and the Password once the Login screen displays. Then, click on the **Contracts tab**.

SciQuest Applications
Version 10.1

Team Georgia Marketplace



Use your Window Shopper User Name and Password

User Name

Password

[Forgot your Password?](#)

Note: User Name and Password are case-sensitive.
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[If this is your first visit, please register here.](#)

Team Georgia Marketplace Contracts



A screenshot of the Team Georgia Marketplace website. The page has a blue header with the "Team Georgia Marketplace Home/Shop" logo on the left and a shopping cart icon on the right showing "2010-06-21 tgmguest 01 | 0 item(s), 0.00 USD". Below the header is a navigation bar with tabs for "home/shop", "favorites", "carts", and "contracts". The "contracts" tab is highlighted with a red box. A red callout box with a yellow background points to the "contracts" tab, containing the text "Click on the Contracts tab". The main content area has a left sidebar with the heading "Team Georgia Marketplace" and a welcome message. The footer contains "My Resources" and contact information: "email: ProcurementHelp@doas.ga.gov phone: +1 (404) 657-6000".

Once you access the system using the generic or your personal User Name and Password, click on the **Contracts** tab to access the Statewide Contracts.

How to use this contract

State Purchasing Division – Statewide Contracts



- For all line items, process your P. O. through Team GA Marketplace (TGM). Each supplier has their own line item schedule in TGM. Their contract numbers are 99999-SPD-SPD0000061-0001 (Dade Paper) and 99999-SPD-SPD0000061 – 00002 (Southeastern Paper Group).
- Both Supplier's catalogs, which offer a fixed percent discount off the list price, have been made available through Team Georgia Marketplace for purchase.

Dade Paper Company

Awarded: Can Liners and Personal Paper Categories



Presenter: Kristina McSpadden, C.P.M.

- ▶ Dade Paper, - Bid Specialist
- ▶ 20 years experience
- ▶ Kristina.Mcspadden@dadepaper.com
- ▶ 678-322-4436 or 1-800-696-6919 ext. 4436

Who we are

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- Dade Paper is the largest independent supply systems distributor in the Eastern United States and has ***the longest tenure in Georgia.***
- Dade Paper was founded in 1939 and remains a family owned and operated business with 950 employees, ***135 in Georgia***
- Dade Paper serves over 25,000 customers, ***approximately 5200 in Georgia***
- Dade Paper operates 8 distribution centers and 10 depots, ***5 of which service Georgia***
- Dade Paper's fleet includes over 200 vehicles, ***40 in Georgia***

Key Benefits

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- At **minimum** Dade Paper Company offers a committed 3 person staff with a combined 22+ years experience handling state and local governmental agencies.
- Complete state coverage utilizing 3 distribution centers and 2 depots.
- Discounts of 20-30% off of list catalog pricing.
- Dade Paper offers on line ordering capabilities by contacting your contract administrator or using Team Georgia Marketplace.
- Contract Administrator and/or bid coordinator will be readily available for proprietary consultation services and/or training. Including EatSafe, HYprotection Zone, Environmental Service and GreenSafe programs.
- Currently we have many experts on staff with credentials which include Leadership in Energy and Environmental Design (LEED AP), Cleaning Industry Management Standard (CIMS) and ServSafe.

Frequently Asked Questions

State Purchasing Division – Statewide Contracts

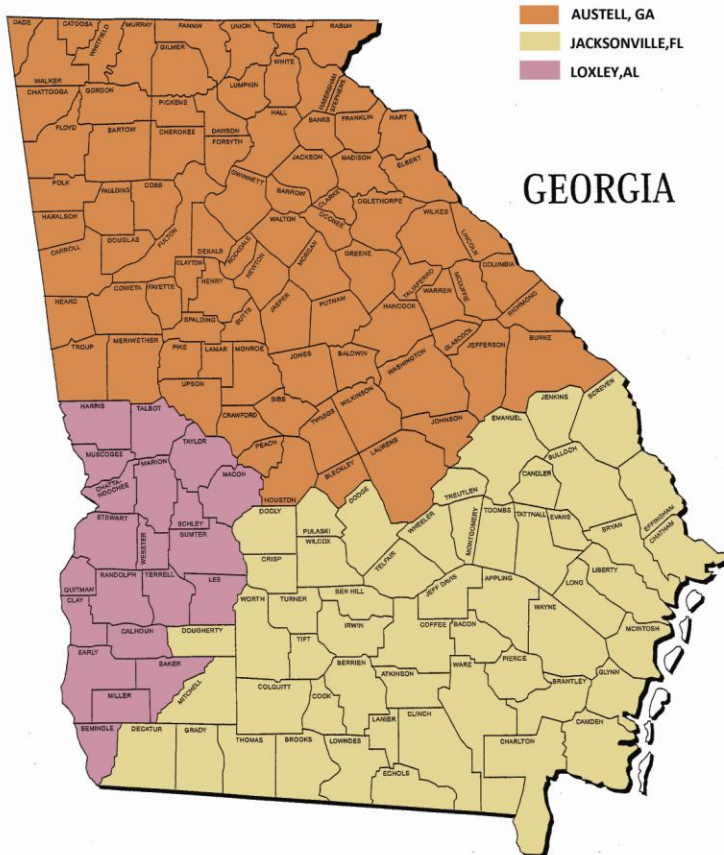


Question	Answer
Who owns Dade Paper?	Dade Paper is wholly-owned by the Genet family since its founding in 1939.
Which Dade Paper distribution centers will service the State of Georgia?	Austell, GA; Jacksonville, FL; Loxley, AL along with 2 support depots in Savannah and Auburn.
Does Dade Paper have experience serving government agencies?	Currently Austell and Loxley services several State of Alabama contracts, Austell services the State of South Carolina towel and tissue contract and Jacksonville services several State of Florida contracts.
Does Dade Paper offer other programs servicing government agencies? What are those?	Dade Paper is a GSA contract holder, as well as a National Intergovernmental Purchasing Alliance (NIPA) distributor.
What is my lead-time on orders placed before 5 pm Monday-Friday?	Orders will be delivered within 10 business days.
Who will handle my orders?	All orders will be processed through the Austell, GA facility. Contacts are noted on the next presentation slide.

Distribution Points and Contacts



DISTRIBUTION POINTS



- **Bid Administrator:**
Kristina McSpadden, C.P.M.
kmcspadden@dadepaper.com
1-800-696-6919 ext. 4436
- **Bid Coordinator:**
Stacy Clayton
sclayton@dadepaper.com
1-800-696-6919 ext. 4435
- **Customer Service Representative:**
Kay Ross
kross@dadepaper.com
1-800-696-6919 ext. 4586

Southeastern Paper Group

**Awarded: Disposable Food Service Items
Category**



Presenter: Anthony Greco

- ▶ Southeastern Paper Group, - Government Contract/School Bid Manager
- ▶ 6 years experience
- ▶ Anthony.Greco@sepapergroup.com
- ▶ 1-800-858-7230 ext. 3437

Why Southeastern Paper Group?



How Does Southeastern Paper Group Determine Your Needs?



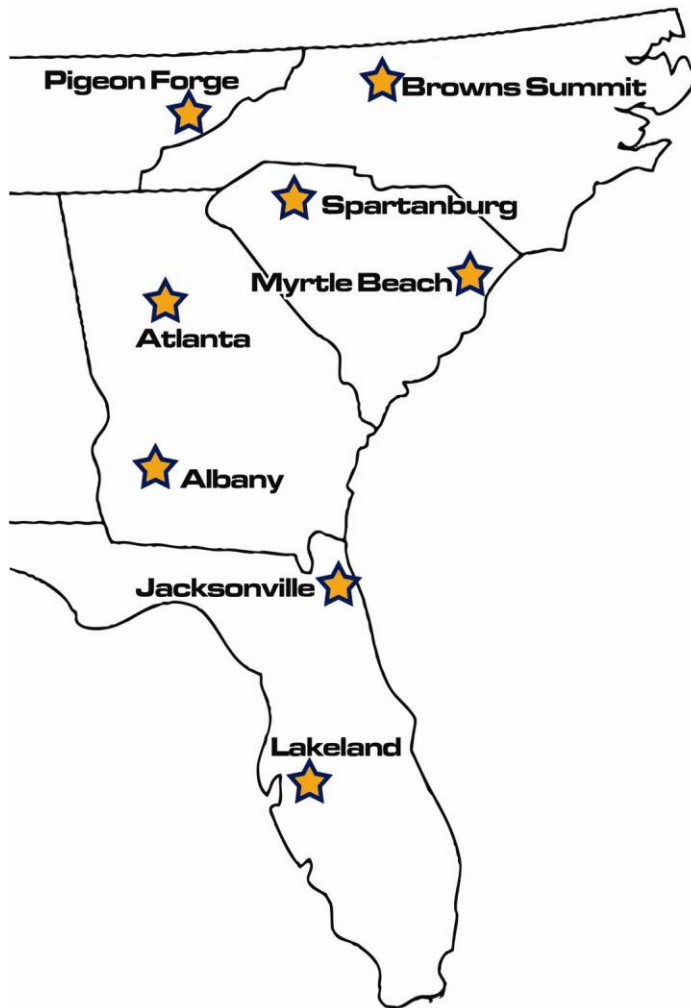
- We Ask
- We Listen
- We Survey
- We Research



Lower Your Risk

- 99.2% Fill Rate
- Dependable and Courteous Drivers
- Extensive Training
- In-House Service Department
- Clear and Accurate Invoicing
- Live On-Line Inventory and Ordering

Unparalleled Service



- 7 Distribution Centers
- Over a 1,000,000 sq. ft. of Warehouse
- 90 Sales Representatives
- 125 Delivery Vehicles
- Over 25,000 stocked products

For more information

State Purchasing Division – Statewide Contracts



Submit Questions To:

Trina E. Williams

Associate Category Manager

Telephone: (404) 656-5452

Email: Trina.Williams@doas.ga.gov

Dade Paper: Can Liners & Personal Paper Categories

Kristina McSpadden

Bid Coordinator

Telephone: 1-800-696-6919 ext. 4436

Email: kmcspadden@dadepaper.com

Southeastern Paper Group: Disposable Food Service Items

Anthony Greco

Government Contract/School Bid

Manager

Telephone: 1-800-858-7230 ext. 3437

Email:

Anthony.Greco@sepapergroup.com

This Webinar

A copy of this webinar will be posted on the State Purchasing Division website.

Questions...





Georgia