



The Source NC E-Procurement Newsletter

November 2017 Edition

Reminder: NC Division of Purchase & Contract's Procurement Conference 2017

The 2017 NC Division of Purchase & Contract's Procurement Conference will be held November 29 and 30 at the McKimmon Conference and Training Center in Raleigh. This year's theme is "Guiding You From Transactional to Strategic Procurement." The conference is designed for procurement professionals of state agencies, community colleges, K-12 schools, local government entities, and universities. If you have not yet registered for the conference, please be sure to sign up today! There are limited seats available and registration closes by end of day Monday, November 20. Registration is free and breakfast, lunch, and snacks will be provided. Please visit the [P&C conference webpage](#) for more information.

Holiday Reminder: Delegate Your Authority

Taking off for the holidays? Be sure to delegate your approval authority so your agency can still purchase what it needs in your absence.

A delegation of approval authority is a temporary change typically set up to handle any approvals when the original approver is out of the office. The delegation of approval authority allows another user, the "delegatee," to approve or deny items on behalf of another user, and can be set up at any time from any computer with Internet access.

For additional information on delegating approval authority, including detailed steps for setting up a delegation, please view the "Delegating Approval Authority" job aid located on the NC E-Procurement [User Training page](#) as well as the [Web-Based Training Courses page](#) by selecting the "Approving" training course.

State Term Contract Announcements

Statewide Term Contract 493A The Division of Purchase & Contract has established a new Statewide Term Contract [493A- Laboratory Supplies & Equipment](#). The term of this contract is November 1, 2017-October 31, 2020. It is a multi-vendor, mandatory contract for state agencies, departments, institutions, universities and community colleges – unless exempted by North Carolina General Statute. Non- mandatory entities, including schools and local government, may use this contract if allowed by general statute. If you have any questions related to this contract, contact Grant Braley at (919) 807-4519 or Grant.Braley@doa.nc.gov.

P&C's Training Roundup

The Division of Purchase & Contract (P&C) offers various training courses related to procurement throughout the year. Please see below for a list of upcoming trainings. For further course details and registration instructions, please refer to the [2017 course catalog](#). Also keep an eye out for P&C's training course schedule for the 2018 calendar year. A new catalog will be released soon.

DATE	COURSE TITLE	LOCATION	FACILITY & ADDRESS
12/5	E-Procurement	Raleigh	Wake Tech's Public Safety Education Campus (PSEC) 321 Chapanoke Road, Room 1401
12/5-6	RFP Development & Evaluation	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111-E
12/6	E-Procurement	Raleigh	Wake Tech's Public Safety Education Campus (PSEC) 321 Chapanoke Road, Room 1401
12/7	Solicitation Documents & The Law	Raleigh	Dept. of Administration 116 W. Jones St.,
12/12-14	NC Procurement	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111-E
12/19	NC Contract Administration & Monitoring	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111-E

Follow-Up

This newsletter was sent to all users.

Questions about information covered in this newsletter? Send an email to: ephelpdesk@its.nc.gov