



## The Source NC E-Procurement Newsletter

July 2017 Edition

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### New Release: View Supplier's HUB Status When Creating Non-Catalog Items

Updates to the NC E-Procurement application were made on July 13, 2017. One of the updates allows users to view a supplier's HUB status of "certified" or "none" when selecting a supplier for a non-catalog item.

Supplier Name	IRS Status	HUB Status	
(No Preference)			Select
1st Choice Medical Staffing	Verified	Certified	Select
1st Choice Solutions LLC	Not Verified	Certified	Select
21st Century School Supply	Verified	Certified	Select

### Tips & Tricks: Making Changes to an Order that is Closed in NCEP and NCAS

Before creating a change order in NC E-Procurement, it is important to check the status of the order in NCAS as this could affect your ability to make changes. If an order is closed to invoicing in NCAS, you should not make any changes to the order in NC E-Procurement, as this will cause the order to fail. Instead, consider closing the order in NC E-Procurement to avoid errors. If this doesn't meet your needs, please feel free to reach out to the Help Desk at 888-211-7440 option 1 for assistance with your particular scenario.

### State Term Contract Announcements

**Statewide Term Contract 550A** The Division of Purchase & Contract has established a new Statewide Term Contract [550A- Traffic Control Devices](#). The term of this contract is July 1, 2017-June 30, 2020. It is a multiple 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](mailto:grant.braley@doa.nc.gov).

**Statewide Term Contract 071B** The Division of Purchase & Contract has established a new Statewide Term Contract [071B- Type A School & Activity Buses](#). The term of this contract is June 28, 2017-June 27, 2020. It is a multiple 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 David O'Neal at (919) 807-4534 or [david.o-neal@doa.nc.gov](mailto:david.o-neal@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](#).

DATE	COURSE TITLE	LOCATION	FACILITY & ADDRESS
8/2	Determining Costs	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111-E
8/3	Specification Writing	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111-E
8/8	E-Procurement	Raleigh	Wake Tech's Public Safety Education Campus (PSEC) 321 Chapanoke Road, Room 1401
8/9	E-Procurement	Raleigh	Wake Tech's Public Safety Education Campus (PSEC) 321 Chapanoke Road, Room 1401
8/22-8/24	NC Procurement	Raleigh	Dept. of Administration 116 W. Jones St., P&C's Training Ctr., Room G111-E
8/29	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 NCAS users.

Questions about information covered in this newsletter? Send an email to: [ephelpdesk@its.nc.gov](mailto:ephelpdesk@its.nc.gov)