

CES PROCUREMENT PARTNER NEWSLETTER

August 2023



Exciting News: CES Welcomes Procurement & Member Analyst to Elevate Construction Project Success!

Cooperative Educational Services (CES) is thrilled to announce the addition of a dynamic and dedicated Procurement & Member Analyst, Mr. John King, to the team. This visionary professional will play a pivotal role in catapulting CES's vendor services to new heights by revolutionizing JOC Core (RS Means) assistance and ensuring highly successful construction projects for its esteemed vendors.

As CES continues its commitment to excellence in the public sector, the Procurement & Member Analyst takes center stage in supporting vendors' development by providing assistance and training to ensure accurate cost proposals through JOC Core (RS Means) for construction, maintenance, and operational projects. This specialist goes above and beyond, striving to enhance the cooperative's efficiency and effectiveness in fulfilling its vital mission.

One of the Analyst's core responsibilities is to empower CES vendors to embark on prosperous construction projects. With an eagle-eyed focus on detail, the Analyst reviews scopes of work and vendors' proposals with meticulous precision. By helping to align project objectives with the

member's vision, the Analyst ensures that every initiative is not just successful but also directly contributes to CES's broader mission.

Moreover, the Analyst's expertise in evaluating vendor proposals guarantees that cost effectiveness and top-notch quality are attained for CES vendors. Armed with experience and insights, the Analyst expertly guides vendors throughout the cost proposal process, instilling a sense of confidence and fostering informed decision-making. This results in a collaborative and streamlined approach to achieving exceptional project outcomes and providing accurate and comprehensive cost proposals through the JOC Core platform.

Furthermore, the Procurement & Member Analyst assumes the crucial role of a bridge builder, serving as a key liaison between CES members and vendors. Through open lines of communication, the Analyst ensures seamless collaboration, leaving no room for misunderstandings. The result? An ecosystem of productive partnerships that drive construction projects towards unprecedented success. In the pursuit of excellence, CES recognizes that a visionary team is vital, and the Procurement & Member Analyst is a



shining example of this philosophy. His unwavering dedication and enormous expertise will elevate vendors' ability to market and utilize their JOC Core contracts, unlocking new opportunities. CES is excited to welcome the Procurement & Member Analyst on board

and anticipates his profound impact on CES vendors' construction projects. With this remarkable addition to the team, CES reaffirms its commitment to excellence and innovation in the cooperatively procured construction landscape.

Vendor Housekeeping Items

Bluebook Profiles are not up to date:

Procurement Partners, please keep your Bluebook Profiles up to date. We are getting certificates of liability insurance forms mailed to us by your insurance company. We no longer need them mailed to us. It will save trees and postage if they are emailed to: lisa@ces.org. You are now able to upload your yearly COLI information yourselves to your Bluebook Profiles under the Additional Documents tab. Here is a short video that goes over all the information below: <https://youtu.be/it6MLyjclto>.

BLUEBOOK PROFILE:

Please make sure your Bluebook profile is always updated with the following, if not currently on file.

1. **LOGO:** For ease of identification of your company by the members.
2. **NAME CHANGE:** If you have changed your name or ownership, please contact CES Procurement Department as soon as you can. There are documents CES needs in order to update your contract and Bluebook profile.
3. **CERTIFICATE OF LIABILITY INSURANCE:** CES and its members need your insurance updated yearly.
4. **PRICING:** Please update pricing as needed. If pricing does not match a quote, you will be contacted by a Procurement Specialist and your quote and the member's PO will be placed on hold.
5. **W-9:** If you have recently updated your company information, please let CES know as well.

For questions and general assistance, please contact

Lisa Romo, Procurement Department

505-345-2470 ext. 116

lisa@ces.org



Letter of Appreciation and Gratitude to CES Procurement Partners

Our cooperative has thrived over the years due to the strong alliances we have formed with our procurement partners. We owe a great deal to your relentless support and unwavering commitment to excellence. Thanks to these solid partnerships, CES has been able to broaden the range of services we offer to our member organizations and the students attending public schools in New Mexico. It is through your support that we have been able to provide these vital complementary services to school districts, cities, and counties.

I am delighted to inform you that CES will be hosting the much-anticipated annual Facility Manager's Workshop once again this year. The workshop is scheduled to take place from October 16 to October 18 at Embassy Suites. We invite you to participate by registering for vendor booths, which will be available during the week of August 15th. This event provides an excellent platform for us to gather feedback and ideas from our esteemed vendors on how we can enhance the services we offer. I look

forward to personally meeting with select vendors to discuss their valuable insights on how CES can better serve its procurement partners.

At CES, we always strive to improve and adapt to the ever-changing needs of our stakeholders. If there are any areas where we can enhance your experience or make it easier for you to serve our mutual customers, please do not hesitate to reach out. We appreciate your feedback and are eager to explore ways in which we can be of assistance.

Once again, please accept our sincere appreciation for your continuous support, dedication, and professionalism throughout our fruitful relationship. We look forward to many more years of collaboration and success together.

With warmest regards,

David Chavez
CES Executive Director





Construction Quotes

When a member uses a "Gordian" or an "RS Means" contract to order construction services, it is crucial that your quote be in the appropriate format. If it's a "letterhead quote,"

there will be a delay in processing. This is one of the top two reasons purchase order processing is delayed! Please use the system.

SAMPLE GORDIAN QUOTE

Job Order Contract
Price Proposal Summary - CSI

Date: June 27, 2022
 Contract Number: 2020-11N-G102-56
 Job Order Number: 220622-2-00
 Contract:
 Proposal Value: \$431,761.12
 Proposal Name:
 Detailed Scope: Will be cleaning surface "existing hot mix", applying seal coat on top of existing surface some striping as well.

Category - 01 - General Requirements:	\$27,537.72
Category - 32 - Exterior Improvements:	\$404,223.40
Proposal Total	\$431,761.12

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percent of NPP on this Proposal: 0.00%

Job Order Contract
Price Proposal Detail - CSI

Date: June 27, 2022
 Contract Number: 2020-11N-G102-56
 Job Order Number: 220622-2-00
 Contract:
 Proposal Value: \$431,761.12
 Proposal Name:
 Adjustment Factor(s) Used: 1.0000 No Adjustment, 1.2750-NWH Reg State Wage Rates (Outside Tribal Land) > \$60,000

Inst	CSI Number	Mod.	UOM	Description	Line Total
CSI - 01 - General Requirements					
1	01 22 10 00 004	EA		New Mexico Gross Roadside Tax - Varies by County	\$27,537.72
			Installation	Quantity: 27,537.72 x Unit Price: \$1.00 x Factor: 1.0000 =	\$27,537.72
Subtotal for CSI - 01 - General Requirements:					\$27,537.72
CSI - 32 - Exterior Improvements					
2	32 01 13 61 0014	SY		+10,000 SY, Type III Slurry Seal Asphalt Coating, Per Coat3/8" thick, 20 to 30 lbs/SY.	\$367,596.12
			Installation	Quantity: 80,888.00 x Unit Price: \$3.42 x Factor: 1.2750 =	\$367,596.12
3	32 17 23 13 0066	LF		Single 4" Wide Solid Line, Painted Pavement Striping For Parking Areas	\$16,627.28
			Installation	Quantity: 18,800.00 x Unit Price: \$0.88 x Factor: 1.2750 =	\$16,627.28
Subtotal for CSI - 32 - Exterior Improvements:					\$404,223.40
Proposal Total					\$431,761.12

SAMPLE JOC-CORE (RS MEANS) QUOTE

GORDIAN Job Order Contracting Core

Price Proposal - Cooperative Educational Services - JOC General Contract 2021

This proposal was prepared exclusively for Cooperative Educational Services

Job Number: 0102
 Job Name:
 Contract:
 Date Created: 01/13/2022
 Last Update: 01/13/2022
 Proposal Value: \$14,800.00
 Construction Payment Category: Year 2022 Quarter 2 - LAD PROJES, MW

Summary By Division

Division	Line Total
01 General Requirements	\$219.01
10 Specifications	\$6,416.12
21 Earthwork	\$2,217.58
32 Exterior Improvements	\$6,757.39

Non-Proprietary Items

Item Name	Division	QTY	Unit Price	Factor	Line Total
Tax	01 General Requirements	1.000000	\$919.01	1.0000	\$919.01
Description of Unexcused Goods	10 Specifications	72.000000	\$87.50	1.2076	\$6,416.12
Description of Unexcused Goods	10 Specifications	72.000000	\$92.89	1.2076	\$6,334.27

Detailed Price Proposal

Ln #	Division	Line Item #	Unit	UOM	Description	Line Total	
1	General Requirements	Non-Proprietary	EA	Tax		\$919.01	
				QTY	Unit Price	Factor	Total
				1.000000	\$919.01	1.0000	\$919.01
2	Specifications	Non-Proprietary	EA	Description of Unexcused Goods		\$6,416.12	



Tips Relevant to Construction

Wage Decision paperwork:

When CES orders a wage decision, CES will complete the NOA. However, to complete the NOA CES needs specific information that you, the contractor, need to provide. The information needed is the project start date, project anticipated end date and your FEIN number. If you would provide this information when providing your quote, it would expedite the wage decision paperwork process. If you have any questions about this, please contact Monica, monica@ces.org, or Robin, robin@ces.org. Thank you for your assistance.

Construction Quotes:

Construction Procurement Partners, please remember that you need to provide quotes to CES' members in the same format that you stated in your contract. If you are quoting using Gordian EZIQ or JOC Core, your quote to CES' member needs to be in that format. CES cannot issue a PO unless the pricing corresponds to your contract. Your help with this will allow CES to issue PO's timelier and your help will be greatly appreciated.

Non-Pre-Priced Line Items (NPP):

When using Gordian EZIQ or JOC Core to quote a project, there may be instances when you cannot find exactly what you want in either book. When this happens, you will choose to

use a Non-Pre-Priced line item. If you do need to use a NPP item, here is the process:

1. Check with the folks at Gordian to see if they can help you locate that item in the price books.
2. Definitely not in price books? Then:
 - a. If you use a NPP item(s), and the aggregate of those NPP items is 5% or less of the total project cost, CES will not require the price of that item(s) to be substantiated.
 - b. If the total cost of the NPP items exceeds 5% of the total project cost, you will need to substantiate those prices.
 - Substantiation will consist of providing CES with your supplier invoices, worker hours and pay rate, equipment rental invoices, and any other paperwork demonstrating how you determined the cost of the NPP item(s).
 - You are allowed your normal markup for overhead and profit on these items and show the CES discount.
 - Any questions concerning NPP items, please contact Robin, robin@ces.org,



Change Orders

Remember to notify CES if the member creates a change to the original order without CES processing/approving the change order. This

will help in getting the change order processed and you paid sooner.

New Staff



Teresa K. Salazar is a proud New Mexico native and CES' new Director of Operations. She received her BS from Eastern New Mexico University (ENMU) and her MA in Administration from New Mexico Highlands University (NMHU). Teresa spent 10 years teaching and 24 years in administration. She served as Elementary Principal, Curriculum Director, Director of Learning Services, and Assistant Superintendent. She recently retired as Superintendent with the Moriarty-Edgewood School District (MESD). She firmly believes in the transformative power of education and is passionate about ensuring that every student receives a high-quality education. In her role at CES, she eagerly anticipates contributing to the advancement of NM's education system.



My name is John King and I am the new Procurement & Member Analyst for CES. I have worked in the construction and procurement industry for 34 years as a contractor, PSFA Regional Manager, and Operations Director for a school district. I have worked with architects, contractors, PSFA, school districts, cities and counties across NM. I am dedicated to providing outstanding service to all public agencies across NM to achieve the best value and quality for all their project needs.

New Business Department Staff

- Kimberly Buckner, Purchasing Specialist, members E-K
- Bertha Ochoa, Purchasing Specialist, members E-K
- Janet Sisneros, Purchasing Specialist, members Q-Z
- Victoria Webb, Purchasing Specialist, members L-P

All these staff are shown in the contacts page of this newsletter.



Current & Upcoming Solicitations

RFP #	RFP Description	Release	Pre-Proposal	Due	Award
2023-19	<i>Utility Vehicles, Grounds Maintenance Equipment 2020-01 Exp. 8/14/23</i>	5/22/23	5/31/23	6/23/23	7/25/23 15-day protest period 5 awards
2023-20	<i>Structured Cabling Services, 2020-13 Exp. 10/24/23</i>	5/22/23	5/31/23	6/23/23	8/01/23 15-day protest period 30 awards
2023-21	<i>Manufactured Housing, 2020-16 Exp. 11/4/2023</i>	5/22/23	5/31/23	6/23/23	7/25/23 15-day protest period 2 awards
2024-02 <i>new category</i>	<i>Windows, Treatments, Glazing, Tint and Related</i>	7/7/23	7/12/23	8/18/23	9/5/23
2024-03 <i>new category</i>	<i>Solid Waste Mgt</i>	7/7/23	7/12/23	8/18/23	9/5/23
2024-04 <i>new category</i>	<i>Robotics</i>	7/7/23	7/12/23	8/18/23	9/5/23
2024-06 <i>new category</i>	<i>Six-Year Study for NM Schools Transformation</i>	7/7/23	7/12/23	7/28/23	8/11/23
AEPA 024 (CES 2024-01)	A-H* • 024-A Natural & Synthetic Surfaces for Sports Fields, Tracks, Courts, Playground & Landscaping Applications • 024-G Vehicles – Cars, SUVs, Light Duty Trucks/Vans, Emergency, Fuel, Hybrid, Electric	8/2/23	8/13/23	9/12/23	11/27/23

*Other categories for this round of AEPA RFPs (managed by other ESAs):

- 024-B Electric Vehicle Charging
- 024-C Digital Resources & Instructional Materials
- 024-D Computerized Maintenance Management System
- 024-E Lawn & Groundskeeping Equipment, Supplies, & Services
- 024-F Digital Display Solutions
- 024-H Audio Visual Integration



Exciting News for New Mexico!

CES, has issued a Request for Proposal for a multi-year contract to transform New Mexico schools into the highest performing school in the nation. The first phase would require selected school districts to undergo a comprehensive audit in the first six months, which would lead to the development and implementation of a five-year strategic plan. The subsequent five years would focus on implementing the plan to significantly

improve student achievement rates above their present levels. The selected districts must have a demonstrated commitment to educational excellence, be willing to work collaboratively to develop an effective strategic plan and be committed to implementing the plan over the study period.

This RFP is listed in the "Current Solicitations" section.

Upcoming Conferences

CES will attend:

8/30 – 9/1 NM Municipal League Annual Conference

9/28-30 NM Association of School Business Officials Fall Conference

10/16-18 CES Facility Managers Workshop

10/18-20 NM Public Procurement Association Fall Conference

CES Facility Managers Conference

We had a great turnout at the 2022 CES Facility Managers Conference, and we enjoyed seeing and spending some time with you all. Every year this conference gets bigger and better because of your participation. We look forward to seeing you again this year!



CES – Marketing/Procurement/Business Office Contacts

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