

# TRAINING TUESDAY

06/09/2020



- **Monthly BidBuy Training: Wednesday June 17**
- **Procurement Resource Highlight: Certification of No Change for Contract Renewal**
- **Fun Fact of the Day**
- **BidBuy Activity: Legacy Contract Load**

**BRACE YOURSELVES**



**FISCAL YEAR END IS COMING**



## VENDOR TRAINING VIDEO: HOW TO RESPOND TO RFPS

- <https://youtu.be/6LSsA8VsMwg>
- This link has been added to the RFP attachments “Vendor Instructions”
- Please use the updated Vendor Instructions



## MONTHLY BIDBUY TRAINING: WEDNESDAY JUNE 17<sup>TH</sup> - 9:00AM

- 9:00 AM – Introduction, Overview, General Navigation
- 10:00 AM – Small Purchase Under \$10,000
- 11:00 AM – Small Purchase \$10,000 and Over
- 1:00 PM – Release Off Master
- <https://illinois.webex.com/illinois/j.php?MTID=m608b181853ac3f0d19d536bc7d06c00c>





## WEEKLY RESOURCE HIGHLIGHT

- Certification of No Change for Contract Renewal
- <https://www2.illinois.gov/cpo/general/Documents/V.15.2%20Templates/Certification%20of%20No%20Change%20for%20Contract%20Renewal%20V.15.2.docx>



## FUN FACT OF THE DAY

- June 9, 1650 - The Harvard Corporation, one of the two administrative boards of Harvard, was established. It was the first legal corporation in the Americas.



- June 9, 1934 – Donald Duck's birthday: Donald Duck debuted in *The Wise Little Hen*. So, today is National Donald Duck Day!



## BIDBUY ACTIVITY: LEGACY CONTRACT LOAD

- Any older contract not loaded into BidBuy but needs renewed/contract amendment/change order.



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**QUESTIONS?**

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