



DESE K-12 Health Safety Supply/PPE Program

July 2020

Overview

Through a joint venture with the Massachusetts Department of Elementary and Secondary Education (DESE), the Operational Services Division (OSD) is pleased to announce the launch of the DESE K-12 Health Safety Supply/PPE Program, set up to facilitate the purchase of safety/PPE supplies for school reopening. Program vendors are ready to accept purchase orders.

Below OSD has provided information to make program purchases and related FAQs:

- The DESE K-12 Health Safety/PPE Program [Contract User Guide](#) is a resource for buyers to identify available products and vendors, as well as options to purchase. This resource is available from the [COMMBUYS.com](#) home page. Select [Contract User Guides](#). We anticipate additional vendors joining the DESE program. Always download the most recent Contract User Guide for up-to-date information;
- OSD has prepared a DESE Program Summary Sheet, providing a quick view of products and pricing by vendor. Find that resource in [COMMBUYS](#);
- When speaking with vendors, be sure to mention the DESE K-12 Health Safety/PPE Program to ensure you receive Statewide Contract pricing;
- There are three purchasing options:
 - [COMMBUYS PunchOut purchasing](#): online shopping experience through dedicated DESE shopping sites; view pricing and current product availability; portal forwards purchase orders for immediate processing; three PunchOuts currently available with seven anticipated;
 - [COMMBUYS line item ordering](#): determine price from price sheets posted in COMMBUYS (linkable from the Contract User Guide); easily clone requisitions for recurring orders; portal forwards purchase orders for immediate processing;
 - Contact vendors by phone/email: find contact information at the end of the Contract User Guide;
- Contact COMMBUYSEnablement@mass.gov to set up a COMMBUYS purchasing account;
- Refer purchasing questions to the OSD Help Desk: 888-MA-State (627-8283) or OSDHelpDesk@mass.gov.

FAQs

Q: What products are offered through the DESE contract?

A: DESE identified nine products for inclusion in the program. Find the list of products on p. 2 of the [Contract User Guide](#).

Q: How can I obtain product pricing?

A: OSD has summarized products and pricing by vendor on the DESE Summary Sheet. Link to this document from the Contract User Guide and in [COMMBUYS](#). Price sheets also are attached to vendors' MBPOs in COMMBUYS, linkable from the Contract User Guide.

Continued on Page 2

FAQs Continued

Q: Where do I go if we need PPE that is not offered through the DESE contract?

A: OSD has a list of PPE Steady State Vendors on our [website](#) who offer a wider inventory of PPE.

Q: What should organizations do if a product is not currently available?

A: Demand for PPE continues to be high worldwide and organizations are advised to place PPE orders as soon as your needs are known. Anticipated program order volumes were shared with DESE Statewide Contract Vendors and they are working to have inventory in place for early August delivery, if not sooner.

Q: How do we know what glove sizes to order?

A: Refer to glove sizing guidance [here](#).*

Related Resources

- [Healthy Schools.org Disinfecting Wipes Guide](#);
- All [Statewide Contract User Guides](#);
- COVID-19 Furniture Solutions: [OFF38](#);
- Infrared Thermometers: [HSP40](#) & [HSP41](#);
- Tablets and Chromebooks equipped with internet access; Virtual Private Network (VPN) services; audio and web conferencing, video streaming and online learning services: [ITT46](#);
- Desktops, Laptops, Netbooks, and Tablets; off-lease, refurbished laptops; authorized resellers of IT equipment; Apple products and services: [ITC47](#);
- Art and Instructional School Supplies: [OFF45](#);
- [Job Aids for Buyers Using COMMBUYS](#).

Contact Us!

OSD Help Desk: 888-MA-State (627-8283) or OSDHelpDesk@mass.gov;

Reach the OSD Contract Manager, Gustav Pearson: Gustav.Pearson@mass.gov;

Set up your organization to purchase through COMMBUYS: Email COMMBUYSEnablement@mass.gov.

* Glove guidance provided by [Nitrile Gloves.com](#).