

Virginia Association of State College & University Purchasing Professionals “VASCUPP”

Updated September 2020

What is VASCUPP?

The [Virginia Association of State College and University Purchasing Professionals](#) “[VASCUPP](#)” was established in 1992 with the objective of identifying opportunities for cooperative procurements and cost savings for higher education institutions in Virginia. The current 11 member institutions of VASCUPP continuously collaborate on various issues that affect Institutes of Higher Education (IHE) in general, cooperative procurements, procurement best practices, and source selection, which ultimately allows for savings through leveraged spend and reduced administrative effort. VASCUPP cooperative contracts are open for use by all public bodies, foundations and healthcare organizations.



What Makes VASCUPP Different?

VASCUPP members have all received [Level II or Level III delegated purchasing authority](#) from the state's central purchasing agency and, as such, are subject to the following laws, policies, and procedures:

- *The Rules Governing Procurement of Goods, Services, Insurance, and Construction by a Public Institution of Higher Education of the Commonwealth of Virginia* (commonly referred to as the "[Governing Rules](#)") governs the procurement of goods, services, insurance, and construction for decentralized higher education institutions.
- *The Commonwealth of Virginia Procurement Manual for Institutions of Higher Education and their Vendors* (commonly referred to as the "[Higher Ed Manual](#)") specifies the procurement process for publicly-funded colleges and universities and their vendors. The Higher Ed Manual applies only to public educational institutions that have acquired Level II or Level III authority and is intended solely for purchases valued over \$200,000.
- Each school has developed its own small purchase procedures (purchases valued at \$200,000 or less) and can viewed at their respective websites.

VASCUPP Member Institutions

William & Mary | George Mason University | James Madison University
Longwood University | Old Dominion University | Radford University
University of Mary Washington | University of Virginia | Virginia Commonwealth University
Virginia Military Institute | Virginia Tech



VASCUPP Contracts Database

VASCUPP maintains a [public database](#) of all member institution's cooperative contracts. These contracts have been established for cooperative use, however *may* require modification to meet an individual institution's business needs.

Use the Search field to search for keywords within the entire database to find the contract you need.

Contracts - Advanced Search

SEARCH PRODUCT, VENDOR, KEY | - BUYER - | - INSTITUTION -



SEARCH | RESET



CONTRACT TITLE	VENDOR	BUYER	CATEGORY	FINAL EXPIRATION	OPEN
+ 403 (b) Tax Shelter Program	Fidelity Investments Institutional Operations Company Inc	John Spence	Services	*	🔗
+ A&E Drawing File Printing Mgmt.	T & N PRINTING INC	ToShun Campbell		02/20/2021	🔗
+ AB SCIEX LLC	AB SCIEX LLC	ToShun Campbell		01/01/2027	🔗




Best practice is to contact Procurement Services for guidance prior to accessing a VASCUPP contract for the first time.

VASCUPP Contracts Database

The contract records in the database will also show you the Institution's buyer info, whether the vendor on the contract is registered with DSBSD for certain business certifications, and when the current term of the contract expires.

When you find a contract you want to read more about, select the  icon next to the record for a quick information view, or click the  icon to open a full page information view.

CONTRACT TITLE	VENDOR	BUYER	CATEGORY	FINAL EXPIRATION	OPEN
 BLUE RIDGE BUILDERS SUPPLY	BLUE RIDGE BUILDERS SUPPLY	ToShun Campbell		04/01/2022	

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 BLUE RIDGE BUILDERS SUPPLY	BLUE RIDGE BUILDERS SUPPLY	ToShun Campbell		04/01/2022	
TITLE: BLUE RIDGE BUILDERS SUPPLY INSTITUTION: University of Virginia VENDOR: BLUE RIDGE BUILDERS SUPPLY BUYER: ToShun Campbell (434) 924-1346 to8yk@virginia.edu		CONTRACT #: UVA1576387 CATEGORY: CONTRACT TERM: 03/24/2015 - 04/01/2022 FINAL EXPIRATION DATE: 04/01/2022 RENEWALS REMAINING: LAST UPDATED: 08/18/2020 - 12:03pm			

If you need assistance navigating the VASCUPP website for contracts, contact anyone in the Procurement Services Department.

Exercise 1

VASCUPP member institutions follow what manual for policies and procedures related to procurement?

Go to the next slide for the answer.

Exercise 1

Answer: The Higher Ed Manual.

Exercise 2

True or False:

VASCUPP institutions work collaboratively together to issue cooperative procurements with competitive cost savings by leveraging spend and reducing administrative effort.

Go to the next slide for the answer.

Exercise 2

Answer: True.

