



Office of
General Services

Business
Services Center

Information Announcement

TRAINING AVAILABLE ON USING NEW OGS CONTRACTS AND SERVICES

March 18, 2016

The BSC would like to share information about training being offered by OGS Procurement Services on using some of the new OGS contracts for IT products and services, cars and trucks and information about using the online eMarketplace. Please share this information with members of your agency that handle purchasing both here in Albany and across the state.

The training will be conducted in ten locations across New York State during day-long sessions that will explain how to:

- Buy vehicles from the online Vehicle Marketplace
- Buy commodities such as green cleaning products, office supplies, and recycled paper online using the new eMarketplace
- Use the new IT contracts

The next two trainings are scheduled for Utica on March 31 and in Stony Brook on April 7. Detailed information on upcoming events, and instructions on how to register can be found at <https://nyspro.ogs.ny.gov/roadshow>.

If staff can't attend in person there are also training videos on the web on the following topics here <https://nyspro.ogs.ny.gov/roadshow>:

- [General Overview & Contract Updates](#)
- [Vehicle Marketplace Overview](#)
- [Marketplace Demo & Helpful Resources](#)
- IT Contracts Training:
 - [IT Overview](#)
 - [PBITS Training](#)
 - [IT Umbrella Manufacturer](#)

If you have any questions or would like additional information, please email customer.services@ogs.ny.gov.