Welcome to the 2018 Wisconsin State Procurement Conference!

Conference materials are available online at:
https://doa.wi.gov/pages/StateEmployees/ProConference.aspx

One Procurement: 1ˢᵗ Year

- In 2017, SBOP started working with agencies on a shared services model called One Procurement

- Published a 2017-18 Initiative Roadmap last fall containing 17 projects

- To date, progress has made or fully completed in 13 of the 17 projects

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One Procurement
Collaboration & Professional Development

Assistance from Enterprise IT Sourcing staff on complex IT contracts, negotiations

CAPS will **pilot a "mini" enterprise contract** through a combined agency RFx

One Procurement **SharePoint**

One Procurement
Collaboration & Professional Development
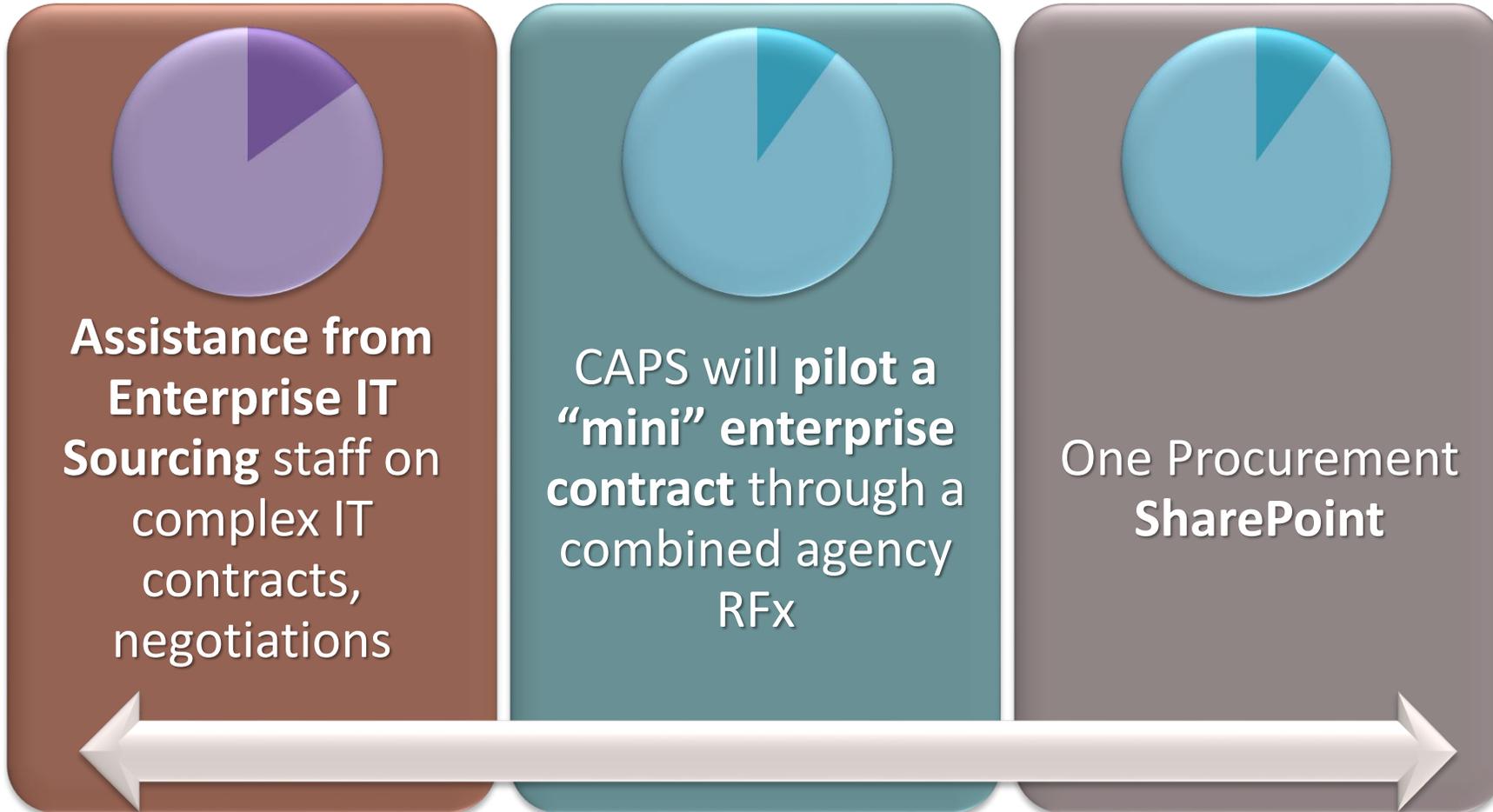
Refresh the RFP class in a workshop style

Share NASPO training resources wherever possible

Review classes to move **intro material online/on-demand**

One Procurement
IT Procurement Management

Charter **Vendor Management Program with DET**
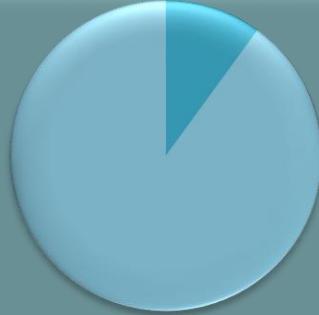
Create an **IT Edition** of the existing Procurement Desk Guide

Enhance VendorNet to showcase IT contract resources

One Procurement
Operational Reform and Policy

Reset current agreements with delegated agencies

State Procurement Manual reform

CAPS agencies sub-delegation agreements/ MOU

One Procurement
Systems Management

| RPA.wi.gov enhancements, additions | Enterprise license for an **electronic signature solution** | Requirements for a **supplier contract management solution** |
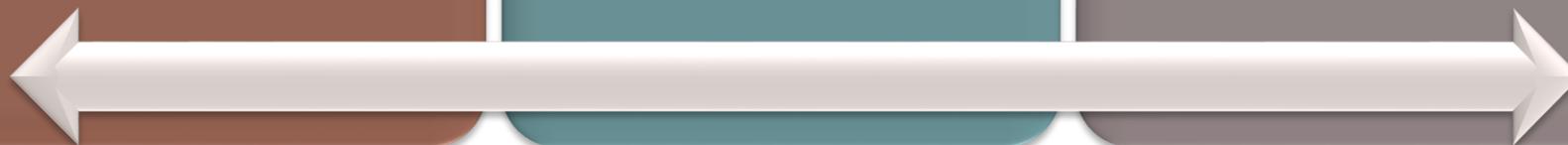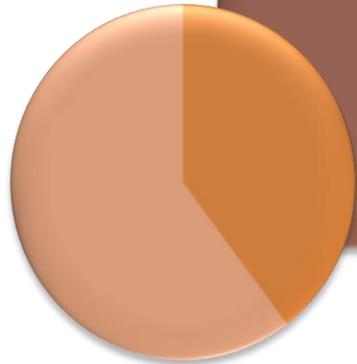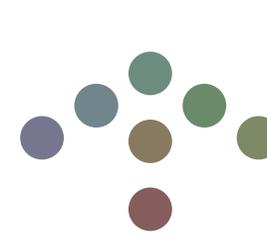
Improve **piggybacking process**

Kickoff **STAR Benefits Realization Program** and project charter

SBOP will **survey agencies** for new enterprise contract ideas

One Procurement
Strategic Sourcing/Benefits Realization

One Procurement
Performance Benchmarking

Updated Templates, Forms

Official Templates & Forms

- New RFB Template (02/18)
- DOA-3054: Standard Terms & Conditions (R1/2018)
- DOA-3046: RPA Template (R09/2017)
- DOA-3832: Bidder Required Form (C01/2018)
- DOA-3310: Request for IT or Consultant Purchases over $150,000

"One standard is worth a thousand committee meetings"

~ Dale Dauten

Find the latest standardized RFB and RFP templates on VendorNet and built into the Strategic Sourcing module.

RFB Template & User Guide

- Request for Bid Template

- RFB User Guide: Must login to VendorNet to access

- Benefits:
  - Legal review of terms and conditions

  - Consistency in wording, structure

  - Provides uniformity across agencies

  - Allows for easier review for bidders

New! RFB & RFP Process Maps

- Share with your RFB/RFP development team

- Helps ensure you cover all details of the process

Available on conference website, handouts at RFB and RFP classes
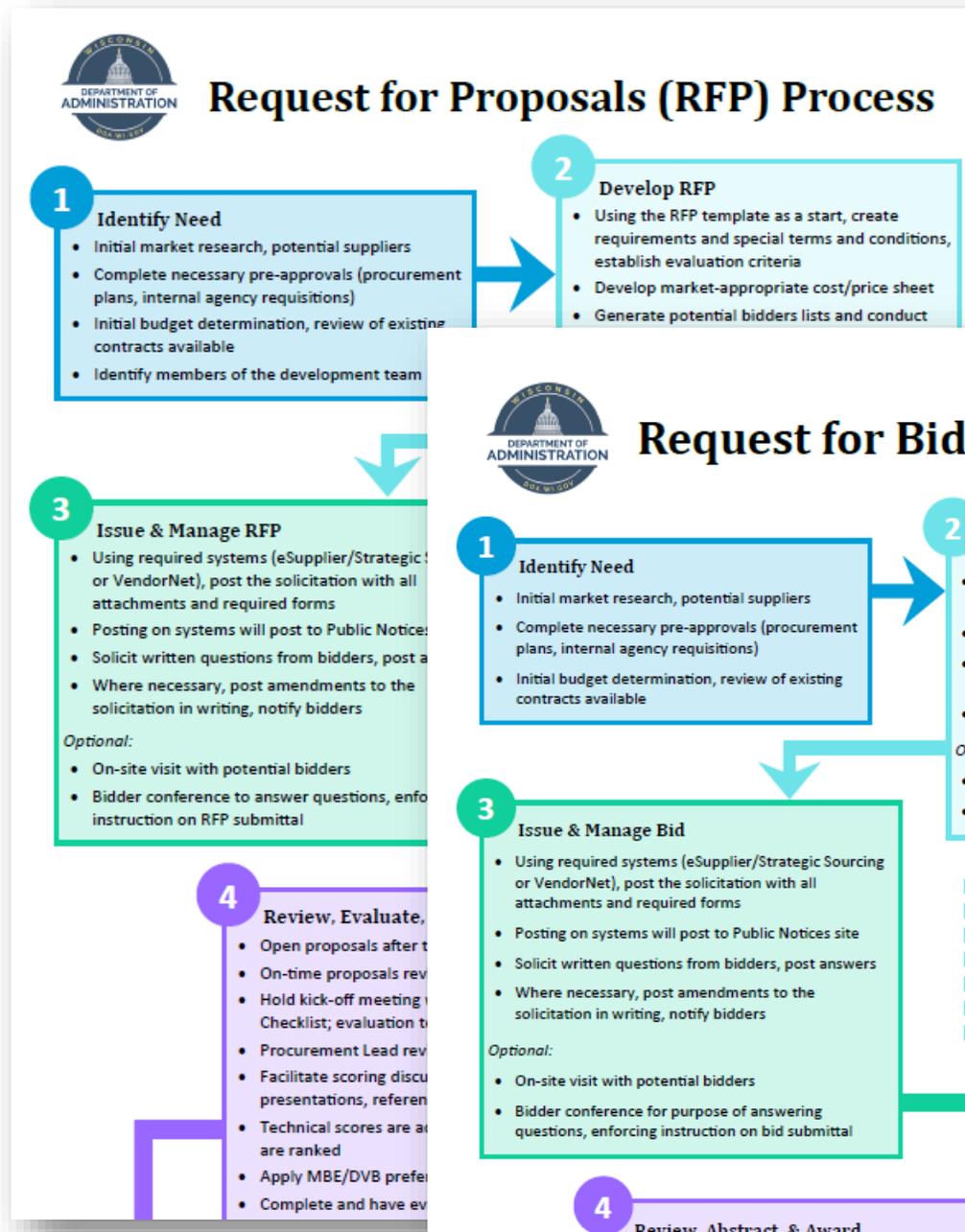
Reminder: New Bidder Form 3832

Find on VendorNet's Forms page!

Bidder Required Form (DOA-3832)

RFB Cover (DOA-3070)

RFP Cover (DOA-3261)

Confidential Info (DOA-3027)

Vendor Info (DOA-3477)

Vendor Reference (DOA-3478)

Coop Purchasing (DOA-3333)

Supplier Diversity Website Updates

- Supplier Diversity worked with SBOP and DET to enhance their website: https://wisdp.wi.gov/

- Emails to newly certified businesses now includes link to eSupplier

- Created new buttons:

  ⭐ *Register for eSupplier*

  ⭐ *Current Goods/Services Bids – links to VendorNet's "Bids" tab*

WELCOME TO THE WISCONSIN SUPPLIER DIVERSITY PROGRAM – BUSINESS CERTIFICATIONS

CLICK HERE TO VIEW THE WISCONSIN SUPPLIER DIVERSITY PROGRAM'S MBE & DVB ANNUAL REPORT
2017 SUPPLIER DIVERSITY ANNUAL REPORT

ALL QUESTIONS APPLICABLE TO THE TYPE OF BUSINESS MUST BE ANSWERED ON THE ONLINE APPLICATION FORM

WE ENCOURAGE ALL INTERESTED BIDDERS TO REGISTER AND SEARCH FOR NEW OPPORTUNITIES IN THE NEW ESUPPLIER PORTAL IF YOU WOULD LIKE TO RECEIVE BID NOTICES FROM THE STATE OF WISCONSIN.

Search Certified Suppliers Database

Apply for Certification

Login

Register for eSupplier

Current Goods/Services Bids

New in 2018:
School Safety Contracts Website

https://SchoolSafetyContracts.wi.gov

- ☑ Benefits of State Contracts **+**
- ▣ Products **+**
- ⚙ Services **+**
- ☰ Resources and FAQs **+**
- ☝ Comments/Subscribe **+**

- This website was created in spring 2018 in conjunction with Governor Walker's $100 million School Safety Plan (EO 279)

- Directed SBOP to assist school districts by making available State contracts that provide security and safety supplies, equipment and services at competitively-bid prices and advantageous terms

Happy Anniversary,
RPA Automation *System*!

- The RPA Automation System went live in September 2017

- Since its release, the system has been used to process 170 number of waivers

Request Purchasing Authority Login

Username...

Password...

Accounts Domain

Login

UW System users please select Register.Wisconsin.Gov domain

Help | Request Access | I can't login

Happy Anniversary, eSupplier Portal for Bidders!

- Wisconsin eSupplier Portal for statewide bidder registration went live September 2017

- Now over 3,700 bidders!

- Registration information and other resources available at
https://esupplier.wi.gov/

Happy Anniversary, STAR Strategic Sourcing!

- STAR Strategic Sourcing statewide solicitation management system went live in September 2017

- Since its release, the system has been used to process 489 solicitations

Strategic Sourcing Count

Simplified Bids 16%

RFB 59%

RFP 22%

RFI 3%
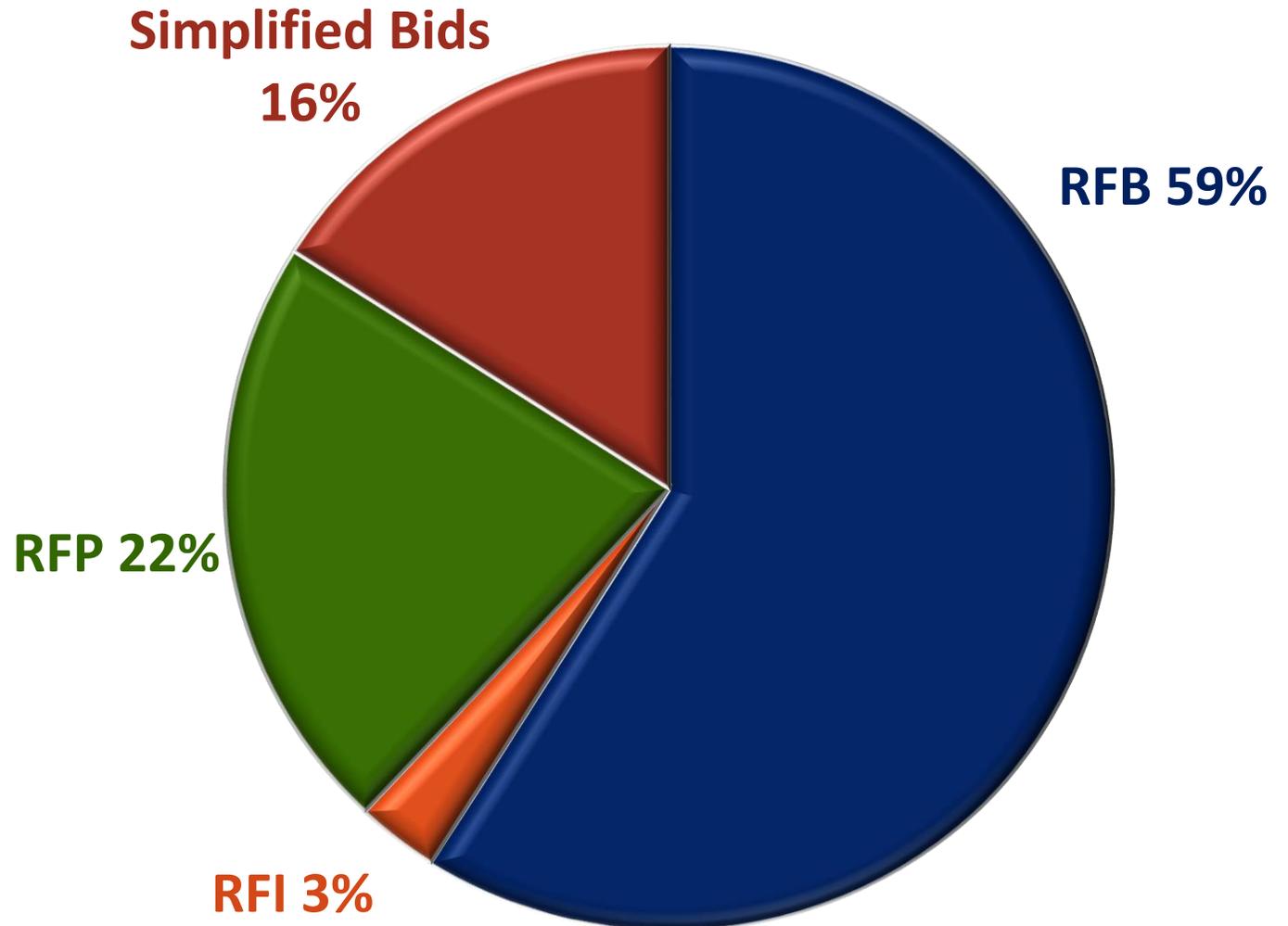
"Simplicity is the ultimate sophistication"
~Leonardo da Vinci

Find information with ease on the new DOA website at https://doa.wi.gov

THANK YOU!

- A big thanks to the agencies who have worked on the State Procurement Manual revision project!

- Target for New Webpage: January 2019

SPM: What's Changing? Content

45 — Over 45% reduction in overall page count

40 — Reduced total policy section count by over 40%

93 — Remaining policies in manual (from 157)

What's Changing? Content by Section
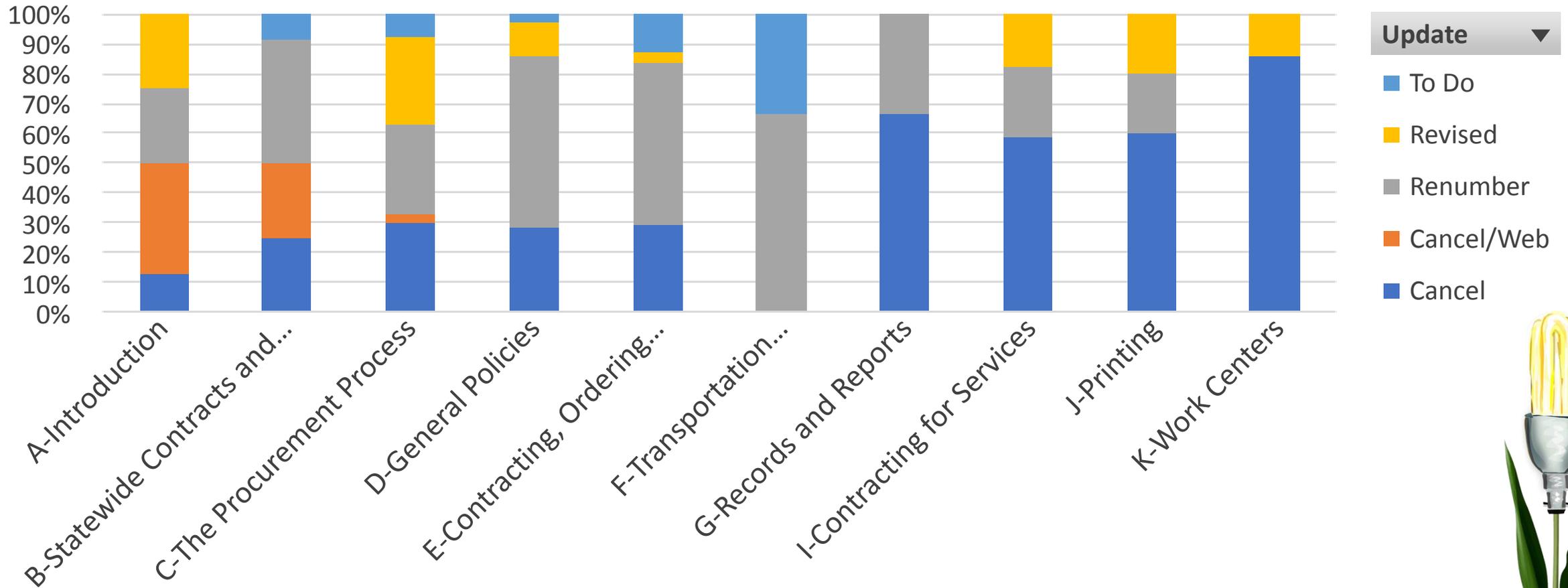
What's Changing? Presentation/ Website

- Prominent search function

- Tile for major sections

- Accordion for other resources

State Procurement Manual Home

The Department of Administration, through the State Bureau of Procurement, purchases commodities and services for the state through direct or delegated authority and establishes policy and procedures for the performance of this function under the governance of Ch. 16, Wis. Stats.

The State Procurement Manual is the official publication for disseminating policy and procedures on the state's procurement function. The Manual is your guide to statewide policies and procedures for obtaining materials, supplies, equipment, contractual services and all other items of a consumable nature.

The State Bureau of Procurement issues the Manual and updates it as necessary. Announcements of updates are communicated to agency purchasing directors or the established contact in the Directory of State Bureaus of Procurement/Transportation and State Agency Purchasing/Printing Offices. This agency contact person is responsible for distributing information within his/her agency.

Agencies with delegated purchasing authority are responsible for keeping up to date on all additions, revisions or deletions published by the State Bureau of Procurement.

SEARCH BAR HERE

Introduction & Procurement Fundamentals

Planning & Procurement Strategy

Competitive Solicitations

Contract Administration & Transactions

Exceptions, Waivers, & Special Handling

Administrative Policy

Procurement Information Memoranda (PIMs)

State Agency Purchasing Directory

Other Resources

Strategic Sourcing Resources & Training

⭐ STARConnection.wi.gov: Click Resources > Finance & Procurement > Job Aids, search for "Strategic Sourcing"

⭐ SBOP website: www.doa.wi.gov/procurement

⭐ Query for Registered Bidders List by NIGP Code: WI_SS_BIDDER_BY_NIGP

⭐ Strategic Sourcing classes*
> March 29, 2019
> June 28, 2019
> September 20, 2019

Registration opens in ELM approximately a month before the classes

SBOP Newsletter

State Bureau of Procurement News

An e-newsletter for Wisconsin procurement professionals and the people they serve.

Get Strategic Sourcing Tips & Tricks delivered to your inbox each month!

Subscribe today!

State Bureau of Procurement News

Monthly topics include:

- SBOP Highlights
- Strategic Sourcing Tips & Tricks
- Training Opportunities
- Updated Forms
- Contract Spotlight
- VendorNet and eSupplier Highlights
- WISBuy Updates
- Staffing News
- *And more!*

Want to subscribe?

Sign up at the SBOP Information table in the main concourse!

New Enterprise Contracts

Moving and Storage Services-Statewide
505ENT-M18-MOVSTRGSVC-00

Computer Printers, Supplies, Parts, Accessories and Related Services
505ENT-M18-PRINTERDSK-00

New Enterprise Contracts

Written Foreign Language Translation Services
505ENT-M18-WRITFORLANG-00

Audio Video Conferencing Equipment and Related Services
505ENT-M18-AudioVideo-00

View all of our Enterprise contracts on VendorNet.wi.gov

Federal Surplus Property Program

Federal Surplus Property Program

WISCONSIN
DEPARTMENT OF ADMINISTRATION
DOA.WI.GOV

www.WIFederal.com
WIFederal@wisconsin.gov

Looking to save your agency money?

The Federal Surplus Property Program may be able to help!

For a small service fee, eligible organizations are able to obtain property no longer needed by the Federal Government.

For more information and to apply for eligibility please visit: **www.WIFederal.com**

New PIMs Posted

PIM 18-001

Prohibition of Discriminatory Boycotts of Israel in State contracting

PIM 18-002

Procurement of Signs by State Agencies and Campuses

New PIMs Posted

PIM 18-003	PIM 19-001
Information Technology(IT) and Private Consultant Services Purchasing over $150,000	Printing and Mailing Purchases by State Agencies under Executive Order 288

VendorNet Mailing List

Topics Include:

- Certification for Collection of Sales and Use Tax Vendor Directory

- Contract Updates

- Supplier Diversity Quarterly Reports

- New policies and requirements

Want to join?

Email: DOAWisPro@wisconsin.gov

2018 Cronin Awards

Wisconsin received two Honorable Mentions from the National Association of State Procurement Officials, Cronin Award program for the RPA Automation and Strategic Sourcing Systems!

Procurement Trainings from SBOP

Sign up online at DOA.wi.gov/procurement > Procurement Training

- Intro to the Wisconsin Purchasing Process
- Writing & Conducting RFBs
- Writing & Conducting RFPs
- Purchasing Printing for the State of WI
- Negotiating on Behalf of the State of WI
- Contract Administration
- Software Licensing 101
- Cost Benefit Analysis

WAPP's Winter Conference

8:30-1:00, December 6-7, 2018

Osthoff Lake Resort in Elkhart Lake

Registration closes 12/1

Fees vary for members, nonmembers, and retirees

Wisconsin Association for Public Procurement

Register at:
www.wapp.org