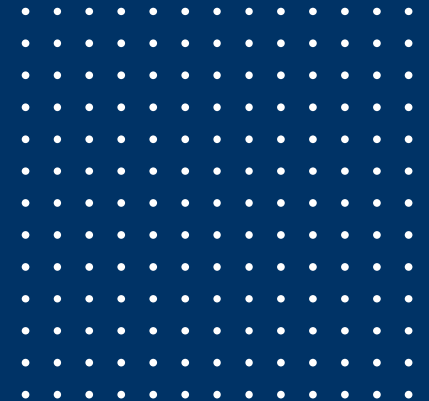




# Procurement Systems & Resources



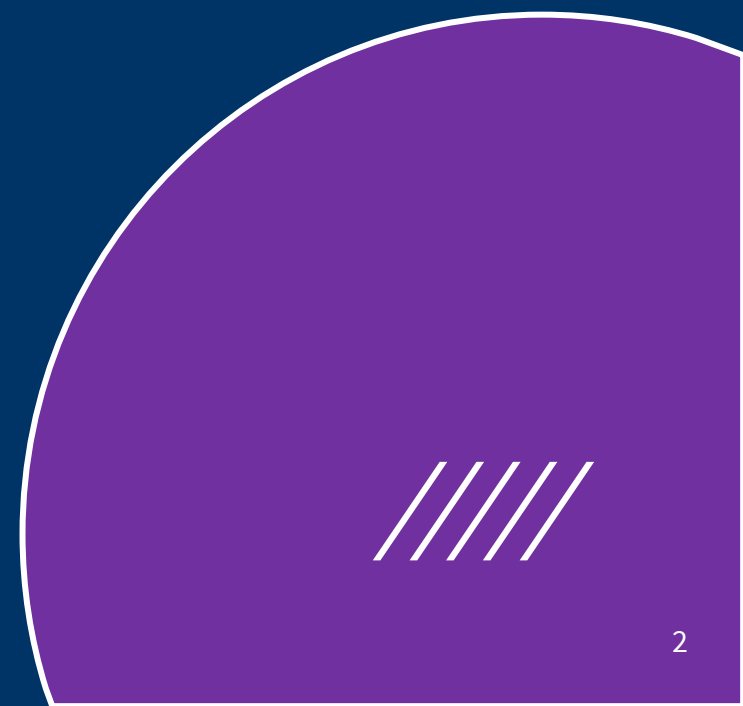
Jessica Potter  
Anne Gerke





# Are you still working remotely?

## POLL QUESTION





## Jessica Potter, WisPro Section Chief

- With SBOP for 6 years
- Senior Procurement Training Specialist until December 2020, when promoted to WisPro Section Chief
- Unlike the rest of SBOP, WisPro is responsible for SBOP's procurement resources, tools, trainings, and special programs

## Anne Gerke, Senior Procurement Training Specialist

- With SBOP for almost 2 years
- Responsible for everything related to procurement trainings, in-person and virtual training prep, eLearnings
- Prior to joining SBOP, I was responsible for providing in-person trainings, conducting webinars, and developing eLearnings for clinical research organizations



# Agenda

- DOA WisPro Team/Help Desk
- SBOP Website
- DocuSign
- eSupplier
- VendorNet
- Procurement Request Portal





# DOA WisPro Team/Help Desk



We are here to help! Contact us at: [DOAWisPro@wisconsin.gov](mailto:DOAWisPro@wisconsin.gov)



Jessica Potter



Anne Gerke



Chuck McCrary



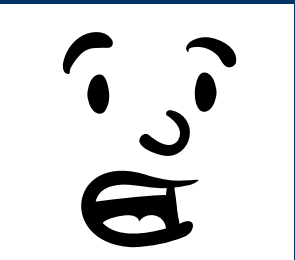
Nadine Malm



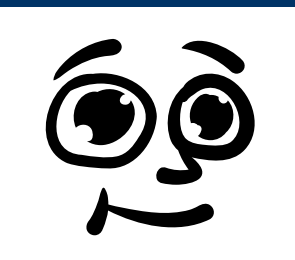
Nathan Wardinski



Zack Lehman



Linn Schifano



Alice Tian





# Using the Live Q&A...

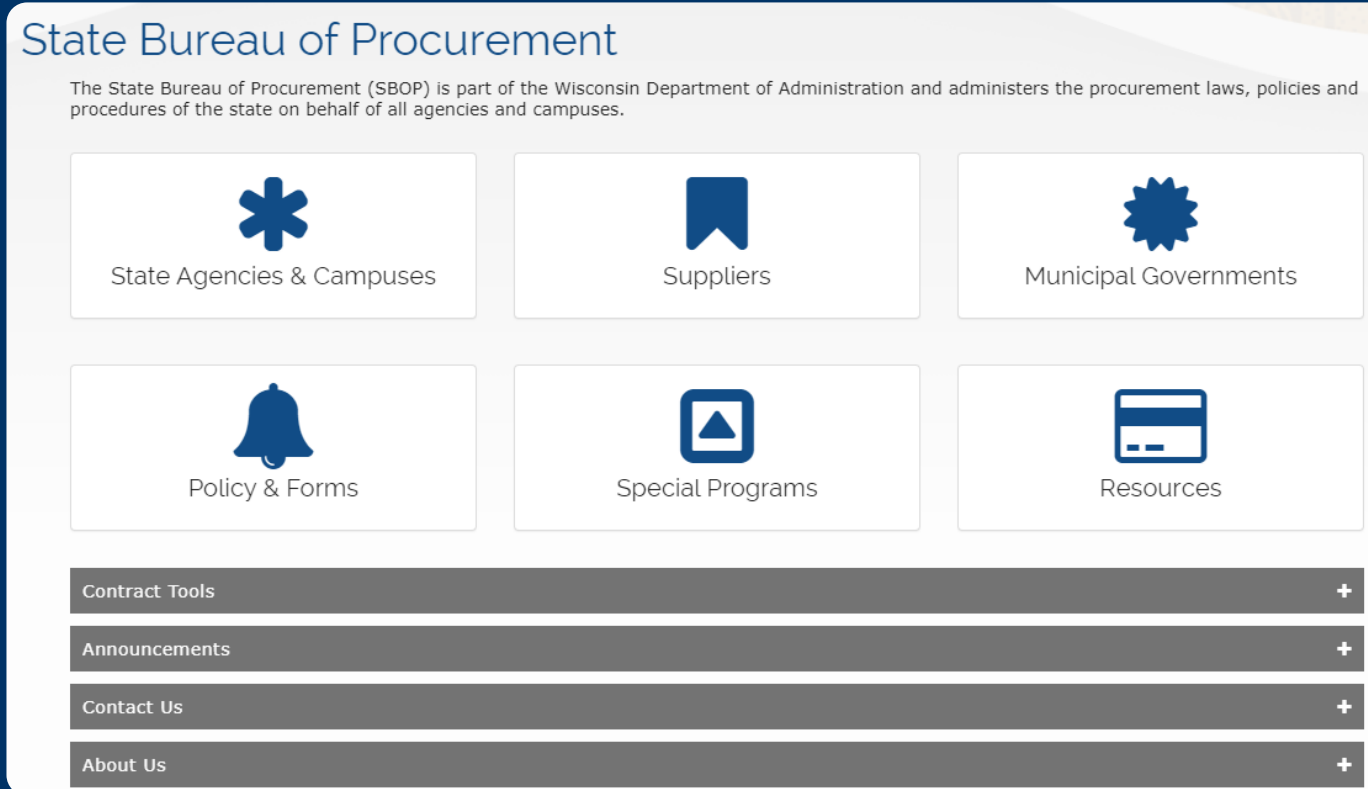
## What types of things have you contacted WisPro's team for?

### LIVE Q&A QUESTION



# SBOP Website

Getting the most out of the website: <https://doa.wi.gov/Procurement>



The screenshot shows the State Bureau of Procurement website. At the top, it says "State Bureau of Procurement" and provides a brief description: "The State Bureau of Procurement (SBOP) is part of the Wisconsin Department of Administration and administers the procurement laws, policies and procedures of the state on behalf of all agencies and campuses." Below this are six main navigation buttons: "State Agencies & Campuses" (with a star icon), "Suppliers" (with a bookmark icon), "Municipal Governments" (with a gear icon), "Policy & Forms" (with a bell icon), "Special Programs" (with a square icon containing a triangle), and "Resources" (with a document icon). At the bottom, there are four expandable menu items: "Contract Tools", "Announcements", "Contact Us", and "About Us", each with a plus sign on the right.





# Where is the State Procurement Manual located?

POLL QUESTION





# Where is the Procurement Manual?

## State Procurement Manual Home

The State Procurement Manual is your guide to statewide policies and procedures for obtaining materials, supplies, equipment, contractual services and all other items of a consumable nature, primarily covered under the authority of Ch. 16, Wisconsin Statutes. The State Bureau of Procurement issues the Manual and updates it as necessary. Effective August 15, 2019 (compliance effective date of September 16, 2019), the Manual has been refreshed with new content and organizational structure. See the 'Revision History' tab or contact us with any questions about this change.

Cheryl Edgington, Director  
State Bureau of Procurement

### Search Procurement Manual



100-Series:  
Introduction & Procurement  
Fundamentals



200-Series:  
Planning & Procurement  
Strategy



300-Series:  
Competitive Solicitations



400-Series:  
Contract Administration &  
Transactions



500-Series:  
Exceptions, Waivers & Special  
Handling



600-Series:  
Administrative Policy

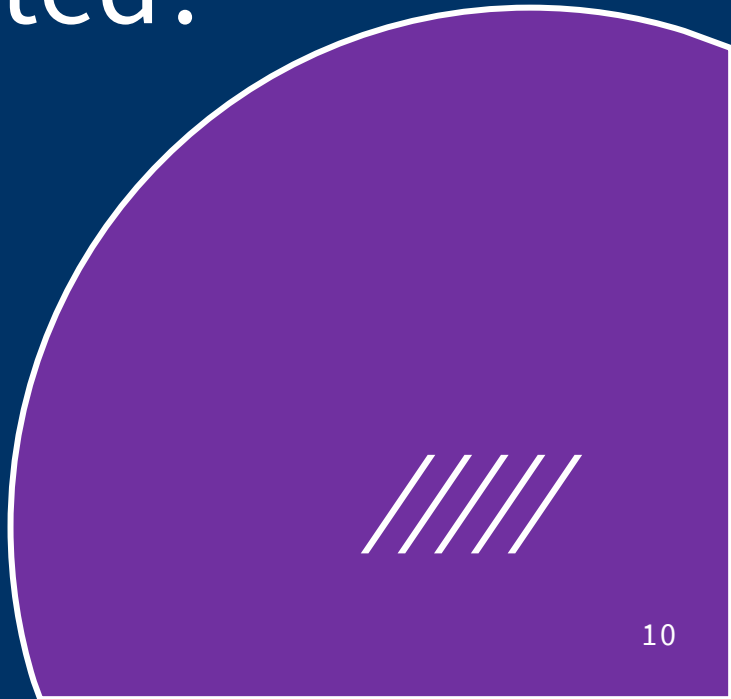
Procurement Information Memoranda (PIMs) +

State Agency Purchasing Directory +





# Where are the Eligible and Ineligible Vendor Lists located?



POLL QUESTION

2023 WISCONSIN STATEWIDE PROCUREMENT CONFERENCE



# SBOP Website

The screenshot displays the State Bureau of Procurement website interface. At the top, the title "State Bureau of Procurement" is followed by a descriptive paragraph: "The State Bureau of Procurement (SBOP) is part of the Wisconsin Department of Administration and administers the procurement laws, policies and procedures of the state on behalf of all agencies and campuses." Below this, there are six main navigation buttons: "State Agencies & Campuses" (with a star icon), "Suppliers" (with a bookmark icon), "Municipal Governments" (with a gear icon), "Policy & Forms" (with a bell icon), "Special Programs" (with a play button icon), and "Resources" (with a document icon). A "Contract Tools" section is expanded, showing a list of tools: "Search Tools", "Ineligibility Lists" (highlighted with a red box), "Contract Lists", "DOT Contracts", and "State Construction Projects". The "Ineligibility Lists" section is further expanded to show two links: "Wisconsin Office of Contract Compliance ELIGIBLE Vendor Directory" and "Wisconsin Office of Contract Compliance INELIGIBLE Vendor Directory".



# Eligible / Ineligible Vendor Lists

"WISCONSIN OFFICE OF CONTRACT COMPLIANCE  
VENDOR DIRECTORY/ELIGIBLE"

FEIN	Company/Organization Name	Eligible thru
XXXXX3848	100 BLACK MEN OF MADISON, INC. (ARPA GRANT)	Dec-24
XXXXX4458	10X GENOMICS INC	Jun-25
XXXXX6669	211 WISCONSIN	Mar-24
XXXXX0027	7 RIVERS MECHANICAL LLC	Oct-24
XXXXX3748	ABC FOR HEALTH, INC.	Jun-25
XXXXX8478	ACCELERATED ANALYTICAL, INC.	Aug-23
XXXXX2904	ACCENTURE LLP	Apr-23
XXXXX1134	ACCESS COMMUNITY HEALTH CENERS, INC	Aug-25
XXXXX0926	ACE RELOCATION SERVICES JOINT VENTURE (WI)	Apr-24
XXXXX3716	ACE TECHNOLOGY PARTNERS, LLC	Jun-23
XXXXX4109	ACE WORLD WIDE HOLDINGS, INC. (WI)	Apr-24
XXXXX7636	ACE WORLD WIDE MOVING & STORAGE CO, INC. (CORPORATE)	Apr-24
XXXXX9206	ACE WORLD WIDE MOVING & STORAGE CO, INC. (WI)	Apr-24
XXXXX0310	ACE WORLD WIDE MOVING & STORAGE CO., INC. (IL)	Apr-24
XXXXX7173	ACE WORLD WIDE MOVING & STORAGE CO., INC. (NJ)	Apr-24
XXXXX4699	ACE WORLD WIDE MOVING & STORAGE CO., INC. dba ACE WORLD WIDE OF NEVADA (NV)	Apr-24
XXXXX1199	ACE WORLD WIDE MOVING, Inc. (CA)	Apr-24
XXXXX9992	ACE WORLD WIDE OF IOWA, INC. (IA)	Apr-24
XXXXX3921	ACP CREATIVEIT, LLC dba CAMERA CORNER / CONNECTING POINT	May-23
XXXXX9270	AD MADISON INC	Jun-25
XXXXX8170	ADAIR COMMERCIAL FLOORING	Dec-23
XXXXX3365	ADVOCAP, INC.	Dec-24
XXXXX9410	ADVOCATES FOR HUMAN POTENTIAL INC.	Jun-25
XXXXX8449	ADVOCATES OF OZAUKEE	Jun-25

WISCONSIN OFFICE OF CONTRACT COMPLIANCE  
VENDOR DIRECTORY/INELIGIBLE AS OF 09/20/2022

FEIN	Company/Organization Name	Date Ineligible
XXXXX3677	5 CORNERS GMC TRUCK INC	Jan-1997
XXXXX7945	ABN AMRO INC	Jul-2002
XXXXX9488	ALLIED INTERSTATE INC	May-2006
XXXXX2492	AMERICAN SPECIALTY FOODS/AKA: PFP SPECIALTY FOODS	Oct-1994
XXXXX2082	ANTEC CORP/AKA: TELEWIRE	Jun-1996
XXXXX0401	ARCATA GRAPHICS	Jun-1994
XXXXX4814	ARCH ASSOCIATES CORP	Apr-1996
XXXXX4269	ASHLEY DISTRIBUTION SERV LTD	Sep-2008
XXXXX6151	A-V SERVICES INC	Dec-1994
XXXXX3592	BADGERLAND PROVISIONS	Jul-2002
XXXXX2015	BALLET THEATRE PENNSYLVANIA	May-1994
XXXXX4650	BIO PRODUCTS INC	Mar-1992
XXXXX2625	CARPENTER PAPER	May-1987
	CASTLE METALS	Feb-1996
XXXXX5660	CENTRAL STEEL AND WIRE CO	Jun-1983
XXXXX5214	CGA COMPUTER	Jun-1986
XXXXX9840	CHICAGO FISH HOUSE CO	Jan-1995
XXXXX8445	CITICORP REAL ESTATE	Jul-2002
XXXXX1363	COACHCOMM	Mar-2006
XXXXX0193	DAYTONS TRAVEL SERVICE	Nov-1994
XXXXX4133	DEARBORN WHOLESALE GROCERS	Jun-1996
XXXXX5768	DEBOER TRANSPORTATION INC	Sep-2008
XXXXX1476	DTP DIRECT	Oct-1995
XXXXX2364	DUSTYS JANITORIAL SERVICE	Jun-1990
	DYNATECH VIDEO GROUP	Oct-1995
XXXXX7259	FAIRMONT HOTEL	May-1994
XXXXX8619	GALCO INDUSTRIAL ELECTRONICS	Mar-2004
XXXXX8619	GALCO INDUSTRIES	Mar-2004





Where do you find the list of procurement trainings on the SBOP website?

POLL QUESTION

2023 WISCONSIN STATEWIDE PROCUREMENT CONFERENCE



# Procurement Course List

## SBOP Trainings & eLearnings

All procurement classes are now available for registration through Cornerstone. View the information below for more information on how to register for classes. For training questions, please email Anne Gerke at [Anne.Gerke@wisconsin.gov](mailto:Anne.Gerke@wisconsin.gov).

### Course Schedule:

[Class List \(including eLearnings\)](#)

### How to Register for the Trainings

**State Agencies:** To access and register for procurement trainings, State agency employees will navigate to the HR Self-Service PeopleSoft portal and login with your IAM User ID and password. Click **My Learning** and search for classes using training titles or keywords (such as, "SBOP" or "procurement").

**UW System Campuses:** To access and register for procurement trainings, UW System campus employees will navigate to the Cornerstone External Portal for Procurement (note that this portal should be used exclusively for procurement trainings – other trainings will not be available through this portal). For more information about registering and locating classes, please see the [UW External Portal Setup & Login Guide](#).

**Municipalities & Other Users:** Please email Anne Gerke at [Anne.Gerke@wisconsin.gov](mailto:Anne.Gerke@wisconsin.gov) to request access to procurement trainings offered by the State of Wisconsin.

[Contact Us](#) [Legal/Acceptable Use](#)

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# SBOP Training & Learning



Instructor-Led Course Name	2023 Dates
Contract Administration	4/5/23 8/9/23 10/4/23
Negotiating on Behalf of the State of Wisconsin	5/3/23 8/23/23 10/18/23
Software Licensing 101	5/4/23 8/24/23 10/19/23
<b>** eLearning Coming Soon! **</b>	
Writing and Conducting Request for Bids (RFB)	3/22/23 7/26/23 9/20/23
Writing and Conducting Request for Proposals (RFP)	3/23/23 7/27/23 9/21/23

eLearning Course Name	NEW
Procurement 101: An Introduction for All Employees	
Advanced Procurement: Putting It All Together	
Completing a Cost Benefit Analysis (CBA)	
Federal Surplus Program	(11/8/22)
Federal Surplus Property for Veteran-Owned Small Businesses (VOSBs)	(11/8/22)
Guide to Using a Purchasing Card (P-Card)	(8/12/22)
Purchasing Print for the State of Wisconsin	
Receiving a Bid During a System Disruption	(7/5/22)
Simplifying eSignatures with DocuSign	
Special Procurement Programs	
Strategic Sourcing: Creating a Strategic Sourcing Event	
Strategic Sourcing: Scoring and Awarding Strategic Sourcing Events	
What is eSupplier?	
Working with Procurement Systems	
Writing Solicitation Specifications	(9/20/22)
11/9/22	



<https://doa.wi.gov/Pages/SBOP-Trainings-and-eLearnings.aspx>



# How do you register for DOA Procurement Training courses?

POLL QUESTION

2023 WISCONSIN STATEWIDE PROCUREMENT CONFERENCE





# SBOP Website (Trainings & eLearnings)

## SBOP Trainings & eLearnings

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[Contact Us](#) [Legal/Acceptable Use](#)

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Search for: SBOP, DOA, Procurement, etc.





Where can you find the  
“Supplier FAQ” document on the  
SBOP website?

POLL QUESTION

2023 WISCONSIN STATEWIDE PROCUREMENT CONFERENCE



# Supplier FAQ Document

## Suppliers

### Introduction to State Procurement

State laws govern purchases. These laws establish competitive bidding as the preferred method and permit the delegation of purchases to state agencies and institutions. The authority and responsibility for all state purchases is placed in the Department of Administration.

Every year, Wisconsin state agencies, institutions and campuses purchase over \$1 billion worth of goods, services and capital equipment. Most of these purchases are made from private companies and are low dollar orders and many are from small businesses.

Frequently Asked Questions



Getting Started with the State



Types of State Purchases



Methods of Procurement



Tips for Responding to Solicitations



Purchasing Levels



VendorNet



# Supplier FAQ Document

## Suppliers

### Introduction to State Procurement

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
Every year, Wisconsin state agencies, institutions and campuses purchase over \$1 billion worth of goods, services and capital equipment. Most of these purchases are made from private companies and are low dollar orders and many are from small businesses.

### Frequently Asked Questions

The following are answers to the most frequently asked questions from suppliers about doing business with the State of Wisconsin. If you are unable to find an answer to your question below, please contact the Wisconsin State Bureau of Procurement at [doawispro@wisconsin.gov](mailto:doawispro@wisconsin.gov), (800) 482-7813 (US only) or (608) 264-7897.

### Wisconsin State Procurement Overview

- How does Wisconsin do business? What's the process? +
- How can I do business with the State? +
- I want to talk to someone about my products and services. Who can I talk to at your agency? +
- How do I become a preferred bidder (or preferred vendor)? +

 [Supplier FAQ: For answers to additional supplier questions, refer to this downloadable document.](#)

- Getting Started with the State +
- Types of State Purchases +
- Methods of Procurement +
- Tips for Responding to Solicitations +
- Purchasing Levels +





# Supplier FAQ Document



## Frequently Asked Questions for Suppliers

Updated 12/30/19

The following are answers to the most frequently asked questions from suppliers about doing business with the State of Wisconsin. If you are unable to find an answer to your question below, please contact the Wisconsin State Bureau of Procurement at [DOAWisPro@wisconsin.gov](mailto:DOAWisPro@wisconsin.gov), (800) 482-7813 (US only) or (608) 264-7897.

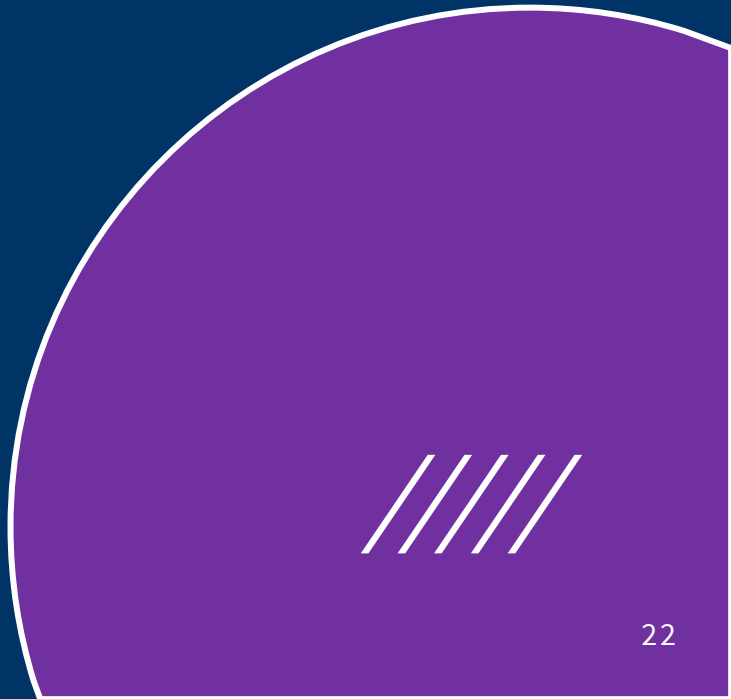
### Contents

- Wisconsin State Procurement Overview .....3**
  - How does Wisconsin do business? What’s the process? .....3
  - How can I do business with the State?.....3
  - In my business, it’s normal to take clients out for coffee to discuss a new product. Is this allowed when working with the State? .....4
  - I want to talk to someone about my products and services. Who can I talk to at your agency? .....4
  - Where do I go if I want to get involved with construction, highway or airport projects? .....4
  - I only want to do business with University of Wisconsin System campuses (or with municipalities) – why do I have to register on eSupplier when they only post on VendorNet?.....4
  - How do I become a preferred bidder (or preferred vendor)? .....5
  - How do I get added to a State contract?.....5
  - I have a minority-owned/disabled veteran-owned business. Is there any benefit to registering with Wisconsin’s Supplier Diversity Program? .....5
- NIGP Codes .....6**
  - What are NIGP codes?.....6
  - Is there an easier way to figure out which NIGP codes I should use?.....6
- Searching Contracts & Solicitations.....6**
  - Is there a way to look up contracts with Wisconsin? .....6
  - I can’t find the contract I’m looking for on VendorNet. Do you have recommendations on how to search? .....6
  - Is there a way to search all the solicitations in one place (not just the ones on eSupplier)? .....7
- Troubleshooting: VendorNet .....7**
  - My VendorNet password isn’t working anymore and I get an error when I try to recover it. Why can’t I login to VendorNet? .....7
  - I’m having trouble registering as a bidder/supplier/vendor on VendorNet. ....7
  - I’m having trouble with VendorNet. Who can I ask for help? .....7
- Troubleshooting: eSupplier & WAMS .....8**
  - Is there a guide to help me use eSupplier? .....8





Where can you find a document to help you understand the Affirmative Action Plan requirements?



POLL QUESTION

2023 WISCONSIN STATEWIDE PROCUREMENT CONFERENCE



# Affirmative Action Document

## Special Programs

Some purchasing processes are determined by what is being purchased, rather than the spend amount. These goods/services typically have special considerations because of provisions of Ch. 16 or other applicable State law.

**Affirmative Action Requirements:** As required by Wisconsin's Contract Compliance Law (s. 16.765, Wis. Stat.), every contractor contracting with the state of Wisconsin must agree to equal employment and affirmative action policies and practices in its employment programs. The attached document will walk contractors through the process of ensuring they are compliant with the affirmative action requirements.

**Bureau of Correctional Enterprises:** Pursuant to s. 16.75(3t)(c), the Department of Corrections (DOC) will provide a current list of all goods and services supplied by their Bureau of Correctional Enterprises (BCE), Badger State Industries (BSI) and/or Badger State Logistics (BSL).

**Contract Compliance:** The Wisconsin Contract Compliance Law refers to a collection of legal requirements in place to ensure state contracts and other agreements are only held by entities that agree not to discriminate under certain circumstances and that affirmative actions are taken.

**Certified Work Centers:** The State Use law requires agencies to procure needed goods or services from certified work centers.

**State Use Program:** In 1989 the State of Wisconsin legislature crafted an innovative piece of legislation called the State Use Law. The law directs state agencies to purchase products and services from Wisconsin's certified work centers employing persons with severe disabilities. As a result, the State Use Program was created to administer the law that provides state agencies with a fair price, good quality and on-time delivery.

**Supplier Diversity:** The Minority Business Program was created in 1983 through the enactment of Wisconsin Act 390 which extended and amended the law relating to purchases made by many state agencies and campuses of the University of Wisconsin System

**Surplus Property Program:** The State Surplus Property Program (SSPP) and Wisconsin's participation in the Federal Surplus Property Program is administered by the Department of Administration (DOA), State Bureau of Procurement (SBOP). The SSPP is responsible for developing and implementing policies for acquiring federal surplus property and disposing of state surplus property, surplus state vehicles and related equipment.

Purchasing Card Program





# Affirmative Action Document



## State of Wisconsin Affirmative Action Plan Requirements

Answer the following questions to determine which forms and documents must be submitted to meet the Affirmative Action Plan requirements. All documents should be submitted by email to the State Bureau of Procurement's Contract Compliance Program at [DoaDeoSbopPrograms@wisconsin.gov](mailto:DoaDeoSbopPrograms@wisconsin.gov).

To help simplify this process for you, we have noted page numbers where you can find additional instructions or sample documents from [DOA-3021P Contract Compliance Program Contractor Instructions](#) for each applicable requirement below.

In addition, every Contractor with the State of Wisconsin must post the following notices in conspicuous places which are available to employees and applicants for employment:

- [Contract Compliance Law Poster \(disponible en Español\)](#)
- Department of Workforce Development's [Wisconsin Fair Employment Law Poster](#)

If you need assistance or need help understanding the requirements, please contact the Contract Compliance Program at [DoaDeoSbopPrograms@wisconsin.gov](mailto:DoaDeoSbopPrograms@wisconsin.gov).

---

### 1. Is the contract valued at less than \$50,000?

- Yes** – you are not required to submit affirmative action documents. There is nothing further you need to do.
- No**, the contract is valued at \$50,000 or more – Continue to #2.

---

### 2. Can you answer "Yes" to any of the following statements?

My company/organization...

- has less than fifty (50) employees as of the date the contract was awarded.
  - is foreign and has a work force of less than fifty (50) employees in the United States.
  - is an agency with the federal government.
  - is a Wisconsin municipality.
- Yes** – You are exempt from having to complete an affirmative action plan. Instead, you must complete and submit the following forms by email to [DoaDeoSbopPrograms@wisconsin.gov](mailto:DoaDeoSbopPrograms@wisconsin.gov):
    - [DOA-3023: Contractor's Subcontractor List \(See page 14 for instructions.\)](#)
    - [DOA-3024: Request for Exemption from Submitting Affirmative Action Plan](#)
  - No** – Continue to #3.

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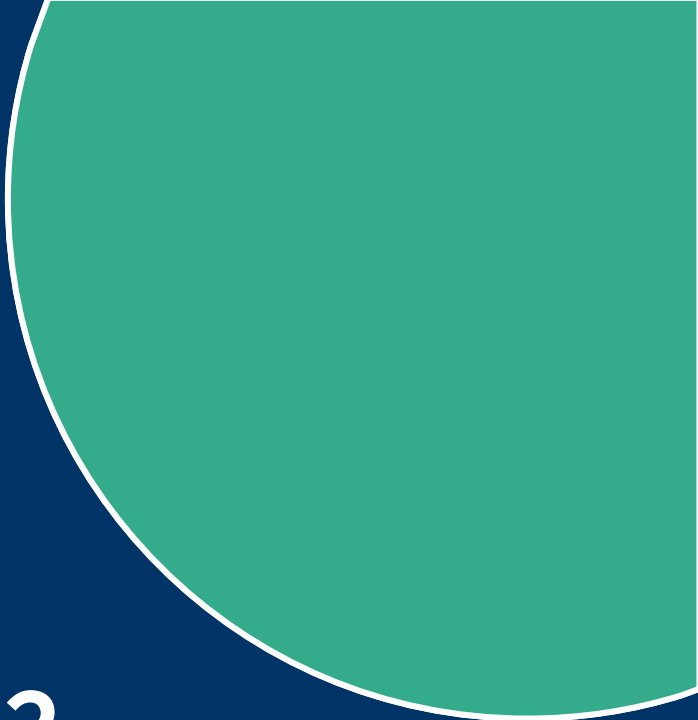
### 3. Does your company/organization have a balanced work force?

A "balanced work force" means an equitable representation of persons with disabilities, minorities, and women in each level (job category) of a work force which approximates the percentage of persons with disabilities, minorities, and women available for jobs at each level from the relevant labor market from which the contractor recruits job applicants.

- Yes** – You are exempt from having to complete an affirmative action plan. Instead, you must complete and submit the following by email to [DoaDeoSbopPrograms@wisconsin.gov](mailto:DoaDeoSbopPrograms@wisconsin.gov):







# SBOP Website Feedback or Questions?

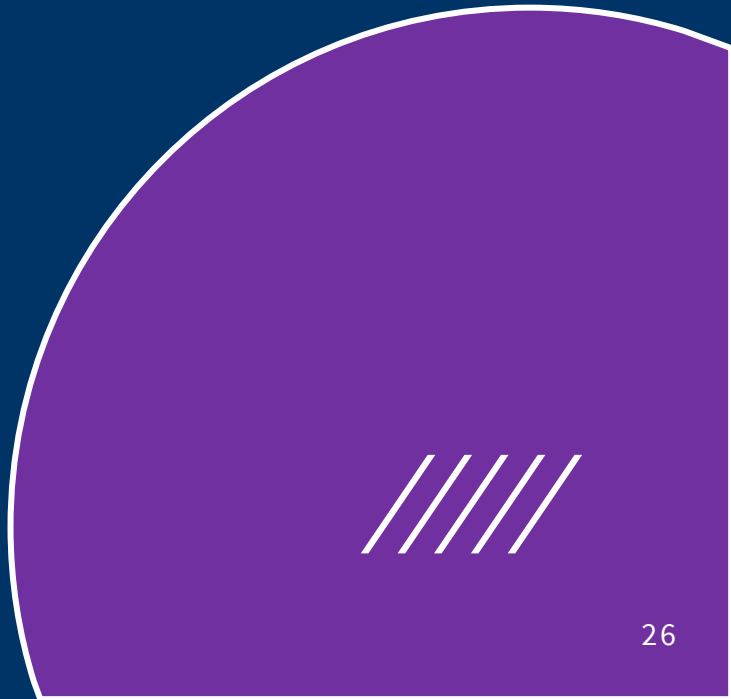
SBOP Website:

<https://doa.wi.gov/procurement>





Do you use DocuSign for work?



POLL QUESTION

2023 WISCONSIN STATEWIDE PROCUREMENT CONFERENCE





# DocuSign eSignature

## Contract Updates, Resources, and Access

- Enterprise usage continues to grow
- Contract continues this year
  - Practically unlimited envelopes
  - Still billed as part of your agency's Ch. 16 procurement assessment
- Committed to having a DocuSign contract going forward





# DocuSign Access

## How do I get access?

- Most agencies and campuses have DocuSign accounts already
- Reach out to your agency/campus DocuSign Administrator, if you know who that is
- Don't know who your agency or campus DS Admin is?
  - Contact me directly at [Jessica.Potter@wisconsin.gov](mailto:Jessica.Potter@wisconsin.gov) or my team at [DOAWisPro@wisconsin.gov](mailto:DOAWisPro@wisconsin.gov) and we'll get you in touch with appropriate DocuSign Admin
- If your agency/campus doesn't have an account, I will work with you to discuss creating a new one

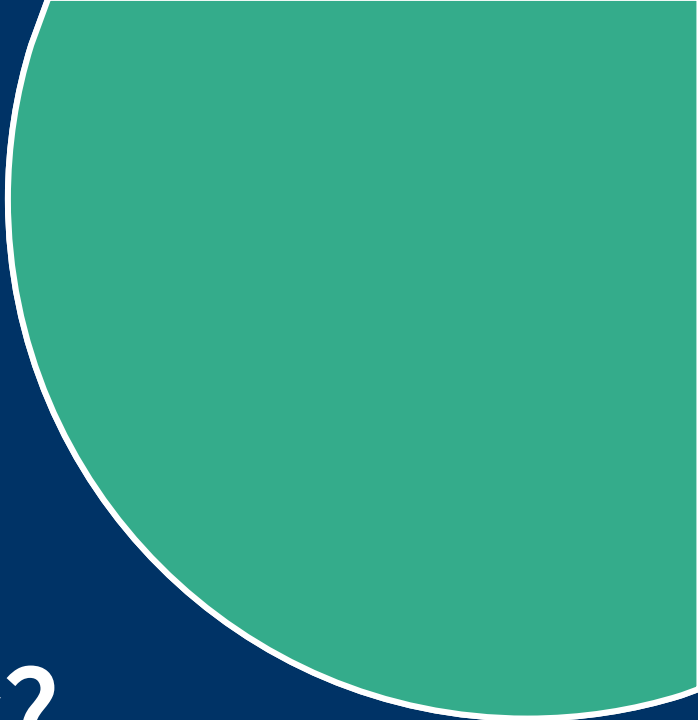




# DocuSign Resources

- SBOP's DocuSign User Guides ([Users](#), [Template Builders](#), and [Admins](#))
- eLearning in Cornerstone ([Simplifying eSignatures with DocuSign](#))
- Official [DocuSign User Guide](#)
- [DocuSign University](#) (available for anyone with a DocuSign account)
- DocuSign's [Support Page](#)
- DocuSign [Trust Center](#) (information about DocuSign's security)





# DocuSign Feedback or Questions?

eLearning in Cornerstone:  
*Simplifying eSignatures with DocuSign*



# eSupplier Bidder Portal



eSupplier Portal for Bidders provides easy access to bidding opportunities

- Purchases of goods and services

Source for bidders to manage their company information, replacing this feature of VendorNet

All bidders must register on eSupplier – not on VendorNet




[eSupplier Bidder Portal](#)




# eSupplier Bidder Portal





**eSupplier**



**Wisconsin**  
State Government

---

My INFORMATION

Please login to respond to solicitations. If you do not have an account, please click on the [Create your WAMS ID](#) link below

WAMS Username:

Password:

[Sign In](#)

Need help registering as a bidder?  
**Log in Assistance:**  
 What is WAMS?  
 Create your WAMS ID  
 Forgot your WAMS ID and/or password?  
**System Requirements:**  
[Minimum System Requirements](#)

---

HELP DESK

**Questions related to Solicitations**  
Please reference the Agency Contact on the solicitation page.

**General Procurement Questions**  
State Bureau of Procurement  
 Email: [DOAWISPro@wisconsin.gov](mailto:DOAWISPro@wisconsin.gov)  
 Phone: (800) 482-7813 (U.S. only) or 608-264-7897  
 Hours: 7:30 am – 6:00 pm CST (M-F)

**Technical Questions**  
 Email: [STARSupport@wisconsin.gov](mailto:STARSupport@wisconsin.gov)  
 Phone: (844) WIS-STAR (947-7827)  
 Hours: 7:30 am – 6:00 pm CST (M-F)

ANNOUNCEMENTS

The Wisconsin eSupplier Portal for bidders provides easy access to information about state agency bidding opportunities related to purchases of goods and services. This portal will also be the source for bidders to manage their company information, replacing this feature of VendorNet. For more information about this transition, see [VendorNet](#).

All Upcoming Solicitations

SOLICITATION REFERENCE	TITLE	AGENCY	AVAILABLE (TARGET)	
28393-WEG	Class 4 Printing: Flat and/or Folded	DOA	02/13/23 12:00AM	📄
28394-WEG	Class 2 Printing: 2023 - 2024 Blue Book	DOA	02/27/23 12:00AM	📄
MMHI-23-13	INDUSTRIAL PAPER CUTTER	DHS	01/27/23 9:00AM	📄

Note, all times are local Madison WI - Central Time

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CURRENT SOLICITATIONS

Most Recent Solicitations

SOLICITATION REFERENCE	TITLE	AGENCY	DUE DATE/TIME
S-1118 DMS-23	FoodShare Employment and Training (FSET)	DHS	04/13/23 2:00PM
437004-M23-0001908	Child Support Modernization Design, Development, and Implementation Services	DCF	03/29/23 2:00PM
437003-G23-0002126	Regional Wisconsin Family Connections Center	DCF	03/21/23 2:00PM
28392-CT	NASPO ValuePoint RFP for Truck Bodies, Seasonal Maintenance Equipment, and Uprighting Services	DOA	03/20/23 2:00PM
437003-G23-0002125	Statewide Wisconsin Family Connections Center	DCF	03/14/23 2:00PM
510477	Video Based Conflict Analysis	WisDOT	03/07/23 2:00PM
437003-O23-0002150	Intercept Program	DCF	03/03/23 2:00PM
510452	Network Device Monitoring and Fiber Optic Communications Network Architecture and Support Services	WisDOT	02/28/23 2:00PM
28391-JB	Security & Fire Protection Services	DOA	02/23/23 4:00PM
S-1326	ODHH Resource Fair	DHS	02/17/23 2:00PM

QUICK LINKS

[VendorNet](#)  
[Lookup Agency Acronyms](#)  
[Public Notices Website](#)

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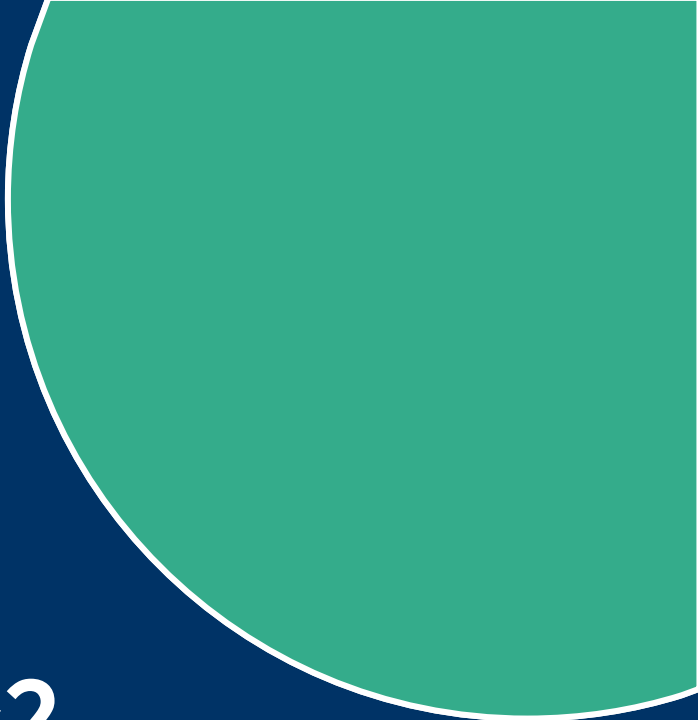
FAQs

- How do I use the Bidder Home Page?
- How do I update my Bidder information?
- How do I register as a Bidder?
- How do I search for Solicitations?
- How do I respond to an Event?
- How do I update bid factor after it has been revised by the State?
- New eSupplier FAQ Guide

[Return to Supplier Portal](#)







# eSupplier Feedback or Questions?

*eLearning in Cornerstone:  
What is eSupplier?*





# VendorNet

VendorNet provides easy access to vendors who wish to provide goods and services to state agencies and municipalities. Bidding and the time required to identify new vendors is minimized while vendors are automatically notified of opportunities in their area of interest.

- VendorNet does not provide information on highway or construction projects; VendorNet is related to purchases of goods and services only.

**REMINDER: Bidders must register on eSupplier – NOT on VendorNet**



### Search Bids

Keyword or Number

Agency

NIGP (VendorNET only)

Agent Name

\*Hit Enter to Search

Check "Awarded" to search only Awarded Solicitations

Filter By:  Awarded/ Canceled

Include eSupplier

Solicitation Reference #	Title	Agency	Available
23-379-37	Parker Creek Trout Habitat Project Shot Rock	NATURAL RESOURCES, DEPT OF	1/26/2023
S-1326	ODHH Resource Fair	HEALTH SERVICES, DEPT OF	1/26/2023
2023-UWOSH-00106-RFB	UW-Oshkosh Professional Counseling Video Recording and Observation Platform for College of Education and Human Services	UW OSHKOSH	1/26/2023

# VendorNet



### Search Contracts

Keyword or Number

Agency

NIGP

Supplier

Piggyback  Yes  No  Both

Cooperative Purchase  Yes  No  Both

Mandatory Purchase  Yes  No  Both

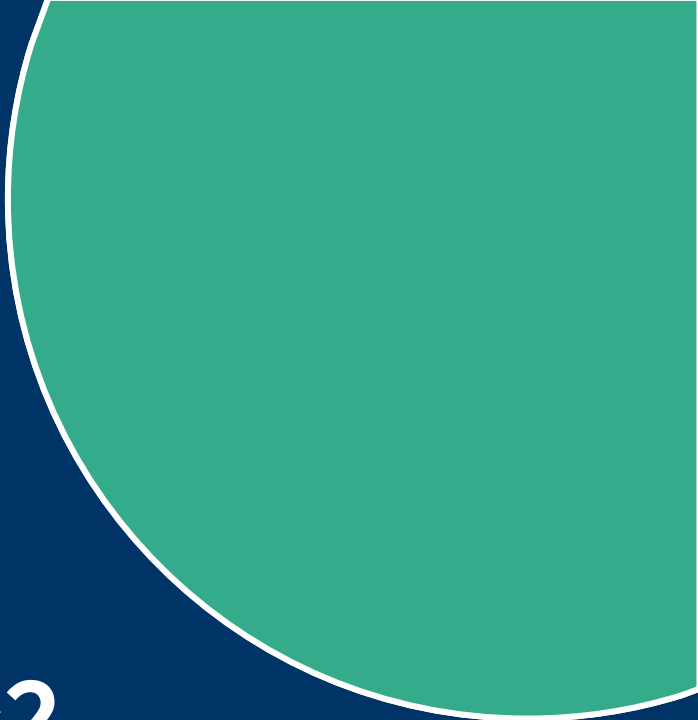
PCard  Yes  No  Both

\*Hit Enter to Search

This site does not contain UW Madison Contracts. Please navigate to [UW Contracts](#)

Contract Number	Title	Agency	Start Date
KK23-05-O	GradImages - UWM Commencement Photography Services	UW MILWAUKEE	7/1/2023
KK23-02-A	Cell Tower Lease Consulting	UW MILWAUKEE	7/1/2023
395002-M23-0510486-000-01	Drug and Alcohol Testing – 3rd Party Administrator	TRANSPORTATION, DEPT OF	1/16/2023
P23-002-O27	Self-Serve Waffle Irons, Batter Dispensers, and Waffle Mix UW Milwaukee	UW MILWAUKEE	1/1/2023
505ENT-M23-RATECERT-00	Class 5 Legal/Public Notices: Rate Certification Program	ADMINISTRATION, DEPT OF	1/1/2023





# VendorNet Feedback or Questions?

Direct questions to:  
[DOAWisPro@wisconsin.gov](mailto:DOAWisPro@wisconsin.gov)



# Procurement Request Portal



## What is it?

- [Procurement Request Portal](#) hosts automated systems for State of Wisconsin procurement requests.
- Users submit requests electronically, eliminating the need to submit paper copies to the State Bureau of Procurement (SBOP), and can track the current status of their requests.

## What systems are included?

- RPA System
- Proc Plan System
- High-Risk IT System

## Procurement Request Portal Login

Username...

Password...

Accounts Domain ▾

Login

*UW System users please select Register.Wisconsin.Gov domain*

[Help](#) | [Request Access](#) | [I can't login](#)





# Procurement Request Portal Resources

## User Guides

- User Guides for all systems contained within the Procurement Request Portal are available [Procurement Request Portal Help](#) page and on the [SBOP website](#) ([SBOP](#) > State Agencies & Campuses > Procurement Request Portal):
  - [Proc Plan System User Guide](#)
  - [RPA System User Guide](#)
  - [RPA System Approver Guide](#)

Send ideas for potential updates to [Jessica.Potter@wisconsin.gov](mailto:Jessica.Potter@wisconsin.gov)





# Procurement Request Portal Feedback or Questions?

Technical Assistance or Report Issues to:

[DOAWisPro@wisconsin.gov](mailto:DOAWisPro@wisconsin.gov)





# Questions?



Jessica Potter: [Jessica.Potter@wisconsin.gov](mailto:Jessica.Potter@wisconsin.gov)

Anne Gerke: [Anne.Gerke@wisconsin.gov](mailto:Anne.Gerke@wisconsin.gov)



WisPro Help Desk: [DOAWisPro@wisconsin.gov](mailto:DOAWisPro@wisconsin.gov)

