



Washington State
DEPARTMENT OF
ENTERPRISE SERVICES

Doing Business with the State

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PROCUREMENT, INCLUSION AND EQUITY (PIE) PROGRAM

May 2024

INTRODUCTION TO DES



WHO WE ARE AND WHAT WE DO

Goods and services contracts:

- Manage 200 statewide contracts with 1,500+ vendors, resulting in \$2.1B annual sales of goods and services.

Construction projects:

- Manage 800+ design and construction projects worth \$400M+ each year.

STRENGTHENING THE BUSINESS OF GOVERNMENT

Contracts &
procurement

Capitol Campus
management

Construction &
public works

Employee
Assistance
Program

Energy
efficiency

Engineering &
architectural
services

Facilities
management

Fleet
management &
electric vehicles

Parking
management

Printing & mail
services

Property
management

Real estate
services

Risk
management

Small agency
support

Surplus
property

Training &
workforce
development

HOW WE BUY



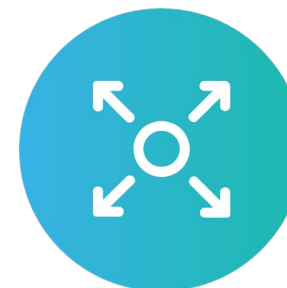
Direct Buy

- For large businesses \$30K or \$40K for WA small or veteran-owned business
- No competitive process
- No WEBS solicitation



Agency Contracts

- Higher than direct buy amount
- Must be registered in WEBS
- Must be awarded through a competitive process



Statewide Contracts

- \$1 million/year (average)
- Multiple awards for one contract possible
- Must be awarded through a competitive process in WEBS

WHAT WE BUY

Ammunition

Equipment rental

Janitorial services

Spoken language
interpreter
services - court
certified

Linen and Laundry
Services

Lawn and grounds

HVAC Parts

Paint & painting
services

Forklifts

Electric Vehicle
supply equipment

Plumbing fixtures,
repair parts and
culverts

IT professional
services

Vehicle
Maintenance and
Repair

Waste pumping
services

Variable message
boards

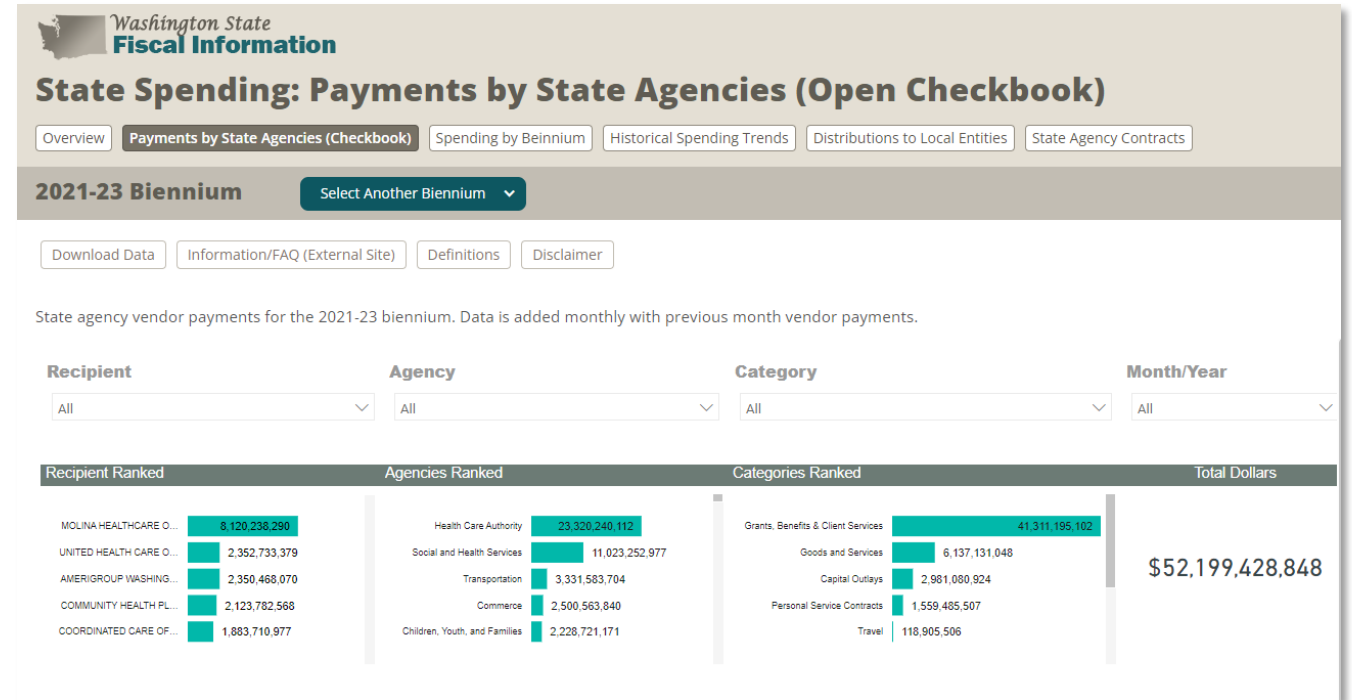
Toll-free
telephone services

Waterborne traffic
marking paint

IS THE STATE BUYING WHAT
YOU ARE SELLING?

WA OPEN CHECKBOOK

- Visit fiscal.wa.gov
- View agency spend on goods and services the past two years.
- Are agencies spending money on your competition?




FIND AGENCY CONTACT INFO

- WA.gov → Government agency directory.
- Look up WA state agencies to find phone numbers and emails.
- When contacting agencies, ask for their purchasing office.
- Some agency websites also have a procurement page.




REGISTER IN WEBS

- Businesses that want to sell goods or services to the state must register in Washington's Electronic Business Solution (WEBS).
- State purchasers use the WEBS database to search for vendors, even for direct buy purchases.

Washington's  **Electronic Business Solution**
WEBS for Vendors

- New to the vendor registration system? Click the Register Now link to begin the registration process.
- Already registered? Enter in your email address and password to login.
- Are you a Government organization? Go to [WEBS for Government](#).
- A listing of current open solicitations can be found at the [Public Bid Calendar](#).
- [Search for other businesses](#).

email ::
password ::

LOGIN  → [Forgot My Password?](#)
→ [Register Now](#)

A red arrow points to the [Register Now](#) link.

WEBS REGISTRATION

Vendor Registration

Step 1 of 5

* Indicates Required Fields

[help](#)

Account Administrator

The account administrator manages all information for this vendor account.

Administrator First Name *	Administrator Last Name *
<input type="text"/>	<input type="text"/>
Email Address *	
<input type="text"/>	
Reenter Email Address *	
<input type="text"/>	
Notify the account administrator of opportunities? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
Display company contact information to other companies for partnering opportunities * what's this?	<input checked="" type="radio"/> Yes <input type="radio"/> No

Company Profile

Federal ID# (FEIN) * help	OR	SSN * help
<input type="text"/>		<input type="text"/>
Company Name *	<input type="text"/>	
DBA Name	<input type="text"/>	
Web Address	Washington UBI # help	# of Employees *
<input type="text"/>	<input type="text"/>	<input type="text"/>

NEXT [▶](#)

Ownership Profile

DES collects this information in order to improve our outreach and training services to the business community and for compliance with RCW 43.19.1906. This information is kept separate and apart from any solicitation acceptance or award process.

* Indicates Required Fields

Do you wish to enter the demographic profile of your company? * Yes No [help](#)

If yes, you are not required to complete the following demographic profile of the ownership of your company.

Please identify the demographic profile of the ownership of your company. * [help](#)

American Indian/ Alaskan Native Male(s)	<input type="text"/>	% American Indian/ Alaskan Native Female(s)	<input type="text"/>	%
Asian American/ Pacific Islander Male(s)	<input type="text"/>	% Asian American/ Pacific Islander Female(s)	<input type="text"/>	%
African American Male(s)	<input type="text"/>	% African American Female(s)	<input type="text"/>	%
Latino/ Hispanic American Male(s)	<input type="text"/>	% Latino/ Hispanic American Female(s)	<input type="text"/>	%
Multi-Racial Male(s)	<input type="text"/>	% Multi-Racial Female(s)	<input type="text"/>	%
All Other Male(s)	<input type="text"/>	% All Other Female(s)	<input type="text"/>	%

Please check if you wish to be certified as a Washington Minority- and/or Women-Owned Business:

[Learn More About OMWBE Certification](#) [what's this?](#)

Please check if you wish to be certified as a Washington Veteran-Owned Business:

[Washington Veteran-Owned Business certification request](#) [what's this?](#)

Self-Certified Washington Small Business [what's this?](#)

- Not a Washington-based small business
- Small Business (Based in Washington, and either 50 or fewer employees, or less than \$7M annual gross revenue)
- Mini Business (Between \$1M and \$3M annual gross revenue)
- Micro Business (Less than \$1M annual gross revenue)

COMMODITY CODES

Adding **commodity codes** to your profile will send alerts when government purchasers post solicitations for those commodity codes.

Commodity code examples

- Cement / Concrete: 150-12
- Tires: 863-25
- Housekeeping Services: 952-56
- Automobiles: 071-04

WEBS SUPPORT



WEBSCustomerService@des.wa.gov



360-902-7400



[WEBS Tips and Resources](#)

**BECOME VISIBLE TO STATE
BUYERS**


REGISTER IN WEBS


- WEBS is the best way to become visible to state buyers.
- WEBS is the first place the state purchasers look for vendors, even for smaller direct buy purchases.

Washington's  **Electronic Business Solution**
WEBS for Vendors

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- Are you a Government organization? Go to [WEBS for Government](#).
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email ::
password ::

LOGIN  → [Forgot My Password?](#)
→ [Register Now](#)



BECOME VISIBLE TO STATE BUYERS

After registering in WEBS:

- Certify your women, minority or disadvantaged business with the Office of Minority and Women's Business Enterprises (OMWBE).
- Get certified for **free** until June 2025.



BECOME VISIBLE TO STATE BUYERS

After registering in WEBS:

- Certify your veteran-owned business certified with the [Washington Office of Veterans Affairs](#)
- Certification is always **free**.



WHERE TO FIND CONTRACT OPPORTUNITIES

WHERE TO FIND CONTRACT OPPORTUNITIES

The new des.wa.gov website:

- Sell to the state
- Bid opportunities
- Contracts available for bidding




The screenshot displays the Washington State Department of Enterprise Services (DES) website. The header includes the DES logo, the text 'Washington State DEPARTMENT OF ENTERPRISE SERVICES', and a search bar. The navigation menu features 'Purchase', 'Sell to the State', 'Services', 'Policies & Legal', and 'About'. The main content area is titled 'Bid Opportunities' and includes a breadcrumb trail: 'Home > Sell to the State > Bid Opportunities'. A sidebar on the left offers a link to 'Access the Sole Source Contracts Database'. The main text describes the 'Bid Opportunities' page, stating it allows users to find existing contracting opportunities and view upcoming ones. It also promotes 'Register as a vendor in WEBS', explaining that this is the first step for vendors to sell goods and services to the state. A link is provided to 'Learn how to register as a vendor in WEBS'. Finally, a section titled 'Contracts available for bidding' lists several categories: WEBS bid opportunities, Statewide contracts, DES internal contracts, Engineering and architectural services opportunities, Construction services opportunities, Public works construction opportunities, Leasing space to Washington government, and Current and future bid opportunities.

STATEWIDE CONTRACTS

- Search all active DES statewide contracts.
- Use search bar to find contracts related to your business.
- Contact the contract specialist to identify opportunities to be added to the contract.
- See winning bids.

The screenshot shows the 'Search Contracts' interface on the Washington State Department of Enterprise Services website. The header includes the logo and navigation links for 'Services', 'About', and 'Contact'. The main heading is 'Search Contracts'. Below it, there is a 'Select Contracts:' dropdown menu currently set to 'All Active Contracts'. A 'Contracts Search:' input field contains the placeholder text 'Enter Keyword(s), Contract #, or Vendor Name, etc...'. Below the search field are three buttons: a green 'Search' button, a red 'Reset' button, and a yellow help button with a question mark. The page displays the heading 'All Active Contracts' and a message 'Showing 1 to 10 of 191 Contracts'. At the bottom, there is a 'Show: 10 Contracts Per Page.' dropdown menu.

PLANNED PROCUREMENTS

Washington State Department of
Enterprise Services  Services  About  Contact

Search Contracts

Select Contracts:

Contracts Search:

Current and Future Bid Opportunities

This report identifies contracting opportunities. Vendors interested in being notified of Washington State bid opportunities must register with Washington's Electronic Business Solution (WEBS).

Click on column headers to sort.

Showing 1 to 10 of 31 Contracts

10 Contracts Per Page.

Search Contracts:

Contract #	Contract Title	Est. Term Worth	Est. Annual Worth	Buyer	Previous Contract(s)	Commodities	Notes	Project Schedule
07621	ADA Vans, Mini vans and Specialty Vehicles	\$0.00	\$800,000.00	Mark McClurkin	01617			
17522	Automatic External Defibrillator (AED)	\$0.00	\$3,700,000.00	April Overstreet	00917			
15422	Communication Access Transcription (CAT)	\$0.00	\$300,000.00	Antoinette Wynne	03116			
05820	Computer Equipment, related Peripherals & Services (NVP)	\$0.00	\$0.00	Michelle Jemmott	05815			
11421	Cutting Edges for Snow Plows and Graders	\$0.00	\$0.00	Shapoor Naveed	03014			
16922	Deicer Storage Tanks and Accessories	\$0.00	\$150,000.00	April Overstreet	07514			

CONTRACTING OPPORTUNITIES FOR SMALL BUSINESSES

Upcoming contracting opportunities

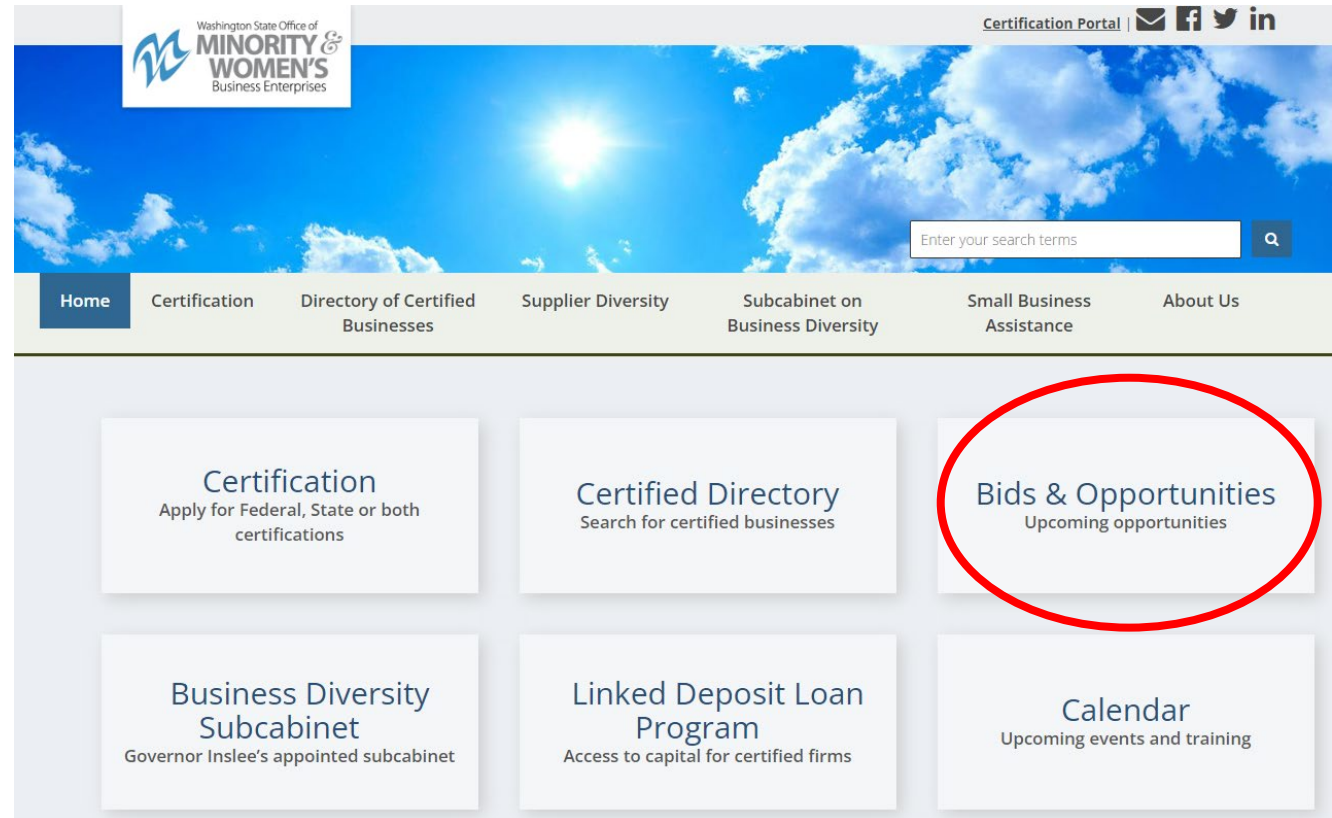
- [Lawn and Grounds Equipment](#)
- [Payroll and Accounting Services](#)
- [Security Guard Services](#)
- [Temporary Medical Staffing Services](#)

Solicitations currently posted (Spring 2024)

- [WEBS \(wa.gov\)](#)

MORE PLACES TO FIND CONTRACT OPPORTUNITIES

- Office of Minority and Women's Business Enterprises (OMWBE)
 - omwbe.wa.gov
- Washington APEX Accelerator (formerly WA PTAC)
 - washingtonapex.org
- Tabor 100
 - tabor100.org



RESOURCES



STATE CONTRACTS ASSISTANCE NETWORK

SCAN

***30+ grass-rooted business organizations & programs
with hands-on assistance***

Registration & Certification	Timely Information Sharing	Workshops	1:1 Mentoring & Assistance
<p>SCAN partners can assist with</p> <ul style="list-style-type: none">• WEBS registration• OMWBE and VA certification.	<p>Network distributes bid notices, updates, classes and workshop information on newsletters, and SNS communication platforms</p>	<p>Virtual and In-Person seminars @ partner organization's locations covering solicitation details and helping to make decisions/responds to RFP</p>	<ul style="list-style-type: none">• Referral services to finding state contracting opportunities• A-Z steps to successful RFP• Contract kick-off sessions• Growing Business sessions

SCAN RESOURCES FOR YOU

Are you registered in WEBS?	Are you visible to state buyers?	Where to find Bid Notices	Where to get 1:1 mentoring	Stay connected
<p><u>WEBS registration</u></p> <p>(who to contact)</p> <ul style="list-style-type: none"> • DES WEBS customer service team • All SCAN partners; Tabor 100. 	<ul style="list-style-type: none"> • <u>OMWBE</u> • <u>WDVA certification</u> <p>(who to contact)</p> <ul style="list-style-type: none"> • OMWBE • Tabor 100 	<p><u>DES Bid Opportunities</u></p> <ul style="list-style-type: none"> • WEBS • APEX Accelerator • Tabor 100 • OMWBE • City of Seattle • King County <p>(who to contact)</p> <p>APEX-Bid referral service Tabor 100</p>	<ul style="list-style-type: none"> • RFP preparation A-Z • Preparing to attend Pre-Bid conference • Contract Kickoff 101 • Market research • Growing business <p>(who to contact)</p> <ul style="list-style-type: none"> • APEX Accelerator • Tabor 100 • SCORE 	<ul style="list-style-type: none"> • DES Business Diversity Newsletter • APEX-Accelerator • Tabor 100 • SCORE <p>(sign up at)</p> <ul style="list-style-type: none"> • <u>http://bit.ly/dive_rsebizupdates</u> • DESPIEprogram@des.wa.gov

UPCOMING DES EVENTS

- [Drop-in hours for Small Businesses at Tabor 100](#)
 - May 29, 2024- 10:00am- 2:00pm
- [State Contracting Opportunities & Open House](#)
 - Next session Thursday, May 16, 2024
 - Virtual

Sign up for [DES Business Diversity email](#) for more events



CONTACT US



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WEBSCustomerService@des.wa.gov



Des.wa.gov