



WASBO

Wisconsin Association of
School Business Officials

October 6, 2023

Wisconsin State Contracts

Department of Administration

State Bureau of Procurement

Leann McGowan, Section Chief – Enterprise Sourcing

Ron Hooker, Procurement Specialist – Vehicle Contract Manager



Scope

Review how you can utilize the State of Wisconsin cooperative contracts for your school district needs.

Some advantages in utilizing State contracts:

- All contracts that are available through the State of Wisconsin, have been competitively bid and procured utilizing policies and procedures as covered under the authority of Chapter 16, of the Wisconsin Statutes.
- Receive the benefits of lower costs, the State's Terms & Conditions are applied, assistance of a Contract Manager.

Welcome to VendorNet

Non-Discrimination in State Contracts Per 2019 Wisconsin Executive Order 1

Per 2019 Wisconsin Executive Order 1, state agencies and campuses have new requirements related to non-discrimination in state contracting.

The Department of Administration has adjusted standard terms and conditions to reflect these changes, and has published policy which provides direction on the procedures agencies will follow to ensure compliance.

Procurement Information Memorandum (PIM) 19-003: Non-Discrimination in State Contracts Per 2019 Wisconsin Executive Order 1 has been posted to the Index of PIMs found in the [Procurement Manual](#). New versions of forms DOA-3054 (Standard Terms and Conditions (RFB/RFP)), DOA-3054A (Standard Terms and Conditions (Purchase Order) and DOA-3832 (Bidder Required Form) have also been posted to the VendorNet Forms page.

Any questions on this new requirement can be directed to doawispro@wisconsin.gov.

Prohibition of Discriminatory Boycotts of Israel in State Contracting

Per §16.75(10p), Wis. Stats., state agencies and campuses will not enter into a contract with a company that is participating in a prohibited boycott. This requirement affects contracts valued over \$100,000.

The Department of Administration has adjusted standard terms and conditions to reflect these changes, and has published policy which provides direction on the procedures agencies will follow to ensure compliance.

Revisions to Procurement Information Memorandum (PIM) 18-001: Prohibition of Discriminatory Boycotts of Israel in State Contracting have been posted to the Index of PIMs found in the [Procurement Manual](#). New versions of forms DOA-3054 (Standard Terms and Conditions (RFB/RFP)), DOA-3054A (Standard Terms and Conditions (Purchase Order) and DOA-3832 (Bidder Required Form) have also been posted to the VendorNet Forms page.

Questions can be directed to doawispro@wisconsin.gov.



<https://vendornet.wi.gov/>

VendorNet is where all of the State Agencies advertise/post their Request for Bid / Proposals (RFB or RFP) along with their contracts.

All of this information is viewable without a “login”.

If your School District would like to post a Simplified or Sealed bids along with Requests for Information (RFI) to the site, you can request a “login” to enable your school district to utilize the site.



VendorNet **Bids** Contracts NIGP Codes Vendors Forms General Procurement FAQ Contact Us My Profile ▾

Search Bids

[Create Bid](#) [Create Simplified Bid](#)

Keyword or Number

Agency

NIGP (VendorNET only)

Agent Name

*Hit Enter to Search

Check "Awarded" to search only Awarded Solicitations

Filter By: Awarded/ Canceled All Agencies

Include eSupplier

| Solicitation Reference # | Title | Agency | Available Date | Due Date | Available in eSupplier |
|-------------------------------------|--|-------------------------|----------------|----------------------|--------------------------|
| 28375-KH | Moving and Storage Services - Statewide | ADMINISTRATION, DEPT OF | 4/19/2022 | 5/19/2022 1:00:00 PM | <input type="checkbox"/> |
| DRAFT RFP #AD230953 | DRAFT RFP for Network Managed Services for Education | ADMINISTRATION, DEPT OF | 4/12/2022 | 4/26/2022 2:00:00 PM | <input type="checkbox"/> |
| AD220946 | Parking Management - Hill Farms | ADMINISTRATION, DEPT OF | 4/8/2022 | 5/3/2022 2:00:00 PM | <input type="checkbox"/> |

To Post a Bid

1. Login
2. Click on "Bids" tab
3. Either click on Create Bid or Create Simplified Bid



VendorNet Bids **Contracts** NIGP Codes Vendors Forms General Procurement FAQ Contact Us My Profile ▾

Search Contracts

Create Contract

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](#)

Check "Include All Agencies" to include contracts from all agencies

Include All Agencies

| Contract Number | Title | Agency | Start Date |
|---------------------------|--|-------------------------|------------|
| 505ENT-O22-VEHICLEWASH-00 | Vehicle Wash Discount Program | ADMINISTRATION, DEPT OF | 3/1/2022 |
| 505ENT-O22-ISPWAIVER-00 | ISP Broadband and Network Services | ADMINISTRATION, DEPT OF | 7/1/2021 |
| 505ENT-M21-VEHICLES-00 | Model Year 2021-2022 or Newer Passenger, Law Enforcement & Light Duty Trucks - Cars, SUVs, Vans, Electric-Hybrid Vehicles, LE, Trucks, Cab & Chassis' (up to Class 5) | ADMINISTRATION, DEPT OF | 6/21/2021 |
| 505ENT-M21-MOTOR FUEL-00 | Motor Fuels - Statewide | ADMINISTRATION, DEPT OF | 1/1/2021 |
| 505ENT-O20-GROUNDMAINT-00 | Ground Maintenance Equipment - Includes: Lawn Mowers (MD wide coverage and Zero Turn), Tractors (HD & Compact), Tractor towed PTO Gang mowers & single unit mowers), Off Road Utility Vehicles (UTVs) & Turf Maintenance | ADMINISTRATION, DEPT OF | 5/4/2020 |
| 505ENT-M20-VEHICMAINT-00 | Managed Fleet Vehicle Maintenance & Accident Management Services Passenger, Light Truck - Classes 2 - 8 & Off Road Equipment & Trailers | ADMINISTRATION, DEPT OF | 1/1/2020 |
| 505ENT-M20-VEHICLERNTL-00 | Nationwide Vehicle Rental Service | ADMINISTRATION, DEPT OF | 10/20/2019 |
| 505ENT-M19-TIRES&TUBES-00 | TIRES, TUBES & SERVICES for pursuit/performance, passenger, light-medium-HD trucks, bus, off-road, ag/farm, and industrial vehicles-equipment | ADMINISTRATION, DEPT OF | 4/1/2019 |

VIEW CONTRACTS -

1. Click on Contracts Tab
2. Input a Reference Word
3. Ensure "Piggyback" and "Cooperative Purchase" is clicked
4. Click on the contract you would like to view

Review Vehicle Contract

<https://vendornet.wi.gov/Contract.aspx?Id=86f7795f-33d5-eb11-8131-0050568c7f0f>



Contracts that may be of benefit:

Vehicles (passenger, vans, light duty trucks & MD/HD chassis with upfits)

<https://vendornet.wi.gov/Contract.aspx?Id=86f7795f-33d5-eb11-8131-0050568c7f0f>

<https://vendornet.wi.gov/Contract.aspx?Id=25b59774-b3db-ec11-813d-0050568c7f0f>

Ground Maintenance Equipment (small tractors, utilities vehicles / UTV, mowers, sprayers, etc.)

<https://vendornet.wi.gov/Contract.aspx?Id=1f03f187-eb95-ea11-811f-0050568c7f0f>

Tire contract

<https://vendornet.wi.gov/Contract.aspx?Id=2da9edc6-7e54-e911-8110-0050568c7f0f>

Vehicle Rentals (Enterprise & Hertz)

<https://vendornet.wi.gov/Contract.aspx?Id=2db0fa7e-5af0-e911-8116-0050568c7f0f>

Rental Equipment (Sunbelt / United Rental)

<https://vendornet.wi.gov/Contract.aspx?Id=25b59774-b3db-ec11-813d-0050568c7f0f>

- Garage Lifts and Equipment – New Contract being established
- Professional Grade Tools & Diagnostic Equipment – New Contract being established

Contracts that may be of benefit:

MRO – Facility Maintenance, Repair and Operations along with Industrial Supplies – a multitude of other items (Grainger, Fastenal, MSC)

<https://vendornet.wi.gov/Contract.aspx?Id=40c49f84-77c5-e811-810a-0050568c7f0f>

Office Supplies (Staples)

<https://vendornet.wi.gov/Contract.aspx?Id=219516e2-8596-e911-8113-0050568c7f0f>

Defibrillators

<https://vendornet.wi.gov/Contract.aspx?Id=73b62e3a-44f2-e711-8102-0050568c7f0f>

Hazardous Waste Services

<https://vendornet.wi.gov/Contract.aspx?Id=d28e211e-8ae4-e911-8116-0050568c7f0f>

Security & Fire Protection Services

<https://vendornet.wi.gov/Contract.aspx?Id=9bf292d0-f962-ea11-811c-0050568c7f0f>

Additional Contracts for bulk purchases: Universal Sized Cafeteria and Washroom Paper Products
- Cleaning Chemicals - Can Liners – Signage

Review the UW-Madison contract site and how to navigate –

<http://www.bussvc.wisc.edu/purch/contract/alphcon1.html>



General Procurement Information

- [Affirmative Action Requirements](#)
- [Contract Compliance Policy](#)
- [Bureau of Correctional Enterprises Correctional Industries](#)
- [Certification for Collection of Sales and Use Tax](#)
- [Consolidated Agency Purchasing Services \(CAPS\)](#)
- [Legal Notice Rates, Ch. 985](#)
- [National Association of State Purchasing Officials](#)
- [Procurement Desk Guide](#)
- [Public Notices](#)
- [State Procurement Manual \(Effective through 9/15/19\)](#)
- [New State Procurement Manual \(Effective 9/16/19\)](#)
- [State Use Program](#)
- [Strategic Sourcing](#)
- [Vendors' Guide](#)
- [Weekly Oil Pricing](#) - Questions relating to Weekly Oil Pricing, contact [Chris Tucker](#) (608) 266-5047
- [Wisconsin Association for Public Procurement](#)
- [Wisconsin Office of Contract Compliance Vendor Directory](#)
- [Wisconsin State Bureau of Procurement](#)
- [Wisconsin Statutes](#)



GENERAL PROCUREMENT-

On this tab, you can find the links to various procurement sites -

- Certification of Collection of Sales and Use Tax

- Procurement Desk Guide

- Public Notices

- State Procurement Manual

- Weekly Oil Pricing for our State Contract

- Wisconsin Association of Public Procurement (WAPP)

Department of Administration Forms

Numerical Listing. Download and use as appropriate.

[Topical Listing](#)

Numeric Documents

| | |
|-----------------------------------|--|
| DOA-3001 | Contractor Directory Recommendation (07/13) |
| DOA-3005 - Online | MBE Monthly Procurement Activity Report (11/10) |
| DOA-3006 | Graphic Reproduction Equip Notification of Purchase/Lease |
| DOA-3016 | Vehicle Request (08/19) |
| DOA-3021P | Contract Compliance Program Contractor Instructions (04/13) (PDF) |
| DOA-3022 | Workforce Analysis - Contractor (03/13) |
| DOA-3023 | Contractor's Subcontractor List (03/13) |
| DOA-3024 | Request for Exemption from Submitting Affirmative Action Plan (03/13) |
| DOA-3027 | Designation of Confidential and Proprietary Information (07/14) |
| DOA-3031P | Contract Compliance Law Poster (03/13) |
| DOA-3044 | Collective Purchasing (08/19) |
| DOA-3046 | Request for Purchasing Authority (RPA) (09/21) |
| DOA-3047 | Piggybacking Data Plan (10/14) (Non-PeopleSoft agencies and UW entities) |
| DOA-3048 | Checklist for a Request for Exemption of a Grant or a Payment Made Pursuant to Statute (07/12) |
| DOA-3049 | Contract (05/18) |
| DOA-3051 | Contract Amendment (04/19) |
| DOA-3054 | Standard Terms and Conditions (RFB/RFP) (03/19) |
| DOA-3054A | Standard Terms and Conditions (Purchase Order) (03/19) |
| DOA-3055 | Publishing Services Order (02/14) |
| DOA-3066 | Purchase Requisition (08/04) |
| DOA-3070 | Request for Bid (05/14) |
| DOA-3088 | Simplified Bidding Record (02/22) |
| DOA-3089 | Printing Order Evaluation (03/03) |
| DOA-3098 | RFB/RFP Addendum (10/05) |
| DOA-3130 | Bid Quote for Accommodations/Conference Facilities (11/96) |



STATE FORMS FOR REFERENCE

- RFB templates

- T & C's

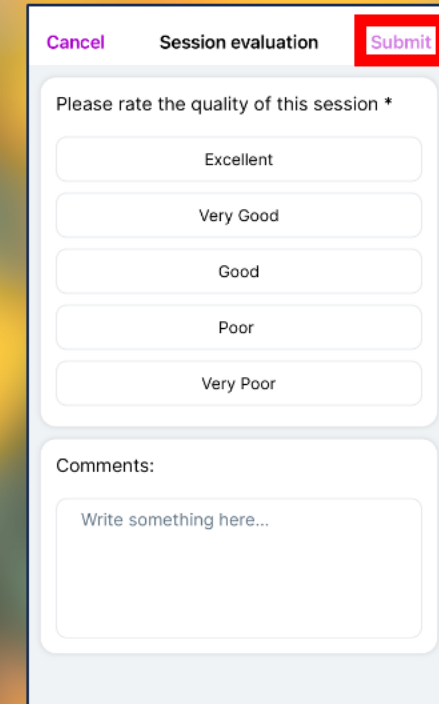
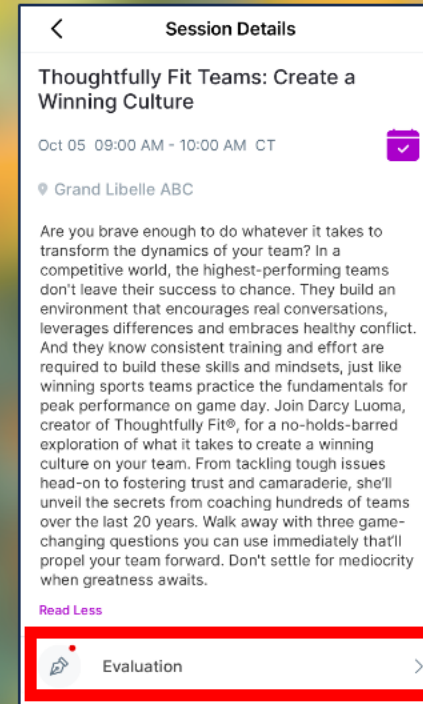
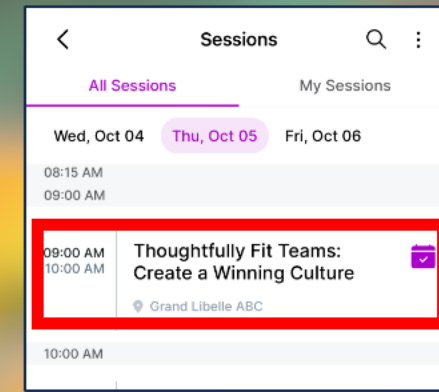
- DOA-3054 for RFB & RFPs
- DOA-3054A for Purchase Orders

- Bidder information form

- DOA-3832 Bidder Required Form

PLEASE COMPLETE THE SESSION EVALUATION!

1. IN THE WASBO GO APP, GO TO THE FALL CONFERENCE AFTER VISITING THE CALENDAR TAB.
2. GO TO “SESSIONS” AND CLICK THIS SESSION.
3. CLICK THE EVALUATION LINK AT THE BOTTOM OF THE SESSION LISTING.
4. PROVIDE YOUR FEEDBACK ON THE SESSION (LESS THAN ONE MINUTE!) AND CLICK “SUBMIT.” (SEE EXAMPLE TO RIGHT).



FIVE ATTENDEES WHO COMPLETE EVALUATIONS FOR ALL SESSIONS WILL BE RANDOMLY SELECTED TO WIN \$50 IN AMAZON GIFT CARDS!