

Sales Opportunities with Local Government Agencies in SE WI/ Milwaukee Area

October 13, 2022 | 1:00 - 3:00 pm



ABOUT WPI SUPPORTING THE MISSION

**Celebrating 34 Years of
serving Wisconsin Business!**



Assist businesses in creating, developing and growing their sales, revenue and jobs through Federal, State and Local Government contracts.

- **INDIVIDUAL COUNSELING** – At our offices, at client’s facility or via telephone/GoToMeeting
- **SMALL GROUP TRAINING** – Workshops and webinars
- **CONFERENCES** to include one on one or roundtable sessions

Last year WPI provided training at over 100 events and provided service to over 1,200 companies



WPI is a Procurement Technical Assistance Center (PTAC) funded in part by the Department of Defense (DOD), WEDC and other funding sources.



Sign-up for our Newsletter

Stay up-to-date with the latest WPI news and events.

<https://www.wispro.org/newsletter-signup/>

WPI OFFICE LOCATIONS

▪ MILWAUKEE

- *Technology Innovation Center*

▪ MADISON

- *FEED Kitchens*
- *Dane County Latino Chamber of Commerce*
- *Wisconsin Manufacturing Extension Partnership (WMEP)*
- *Madison Area Technical College (MATC)*

▪ CAMP DOUGLAS

- *Juneau County Economic Development Corporation (JCEDC)*

▪ FOND DU LAC

- *Envision Greater Fond du Lac*

▪ GREEN BAY

- *NWTC Startup Hub*

▪ APPLETON

- *Fox Valley Technical College*

▪ OSHKOSH

- *Fox Valley Technical College*
- *Greater Oshkosh Economic Development Corporation*

▪ EAU CLAIRE

- *Western Dairyland*

▪ LADYSMITH

- *Indianhead Community Action Agency*

▪ RHINELANDER

- *Nicolet Area Technical College*

▪ ASHLAND

- *Ashland Area Development Corporation*

▪ FLORENCE

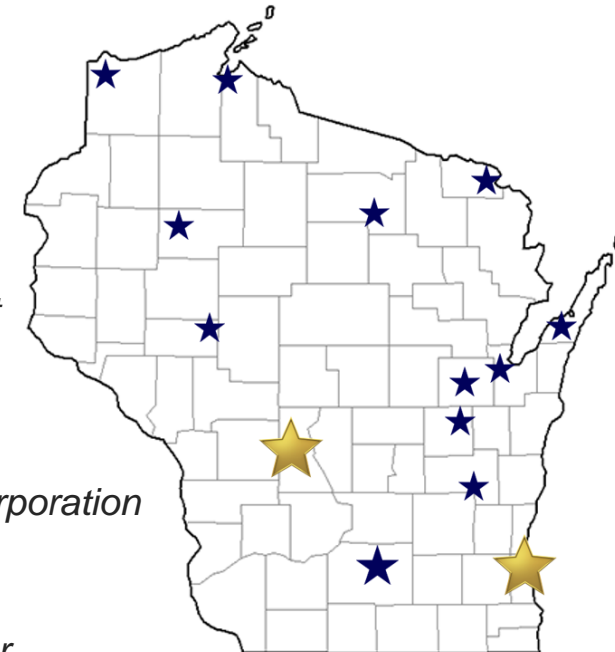
- *Florence County Economic Development*

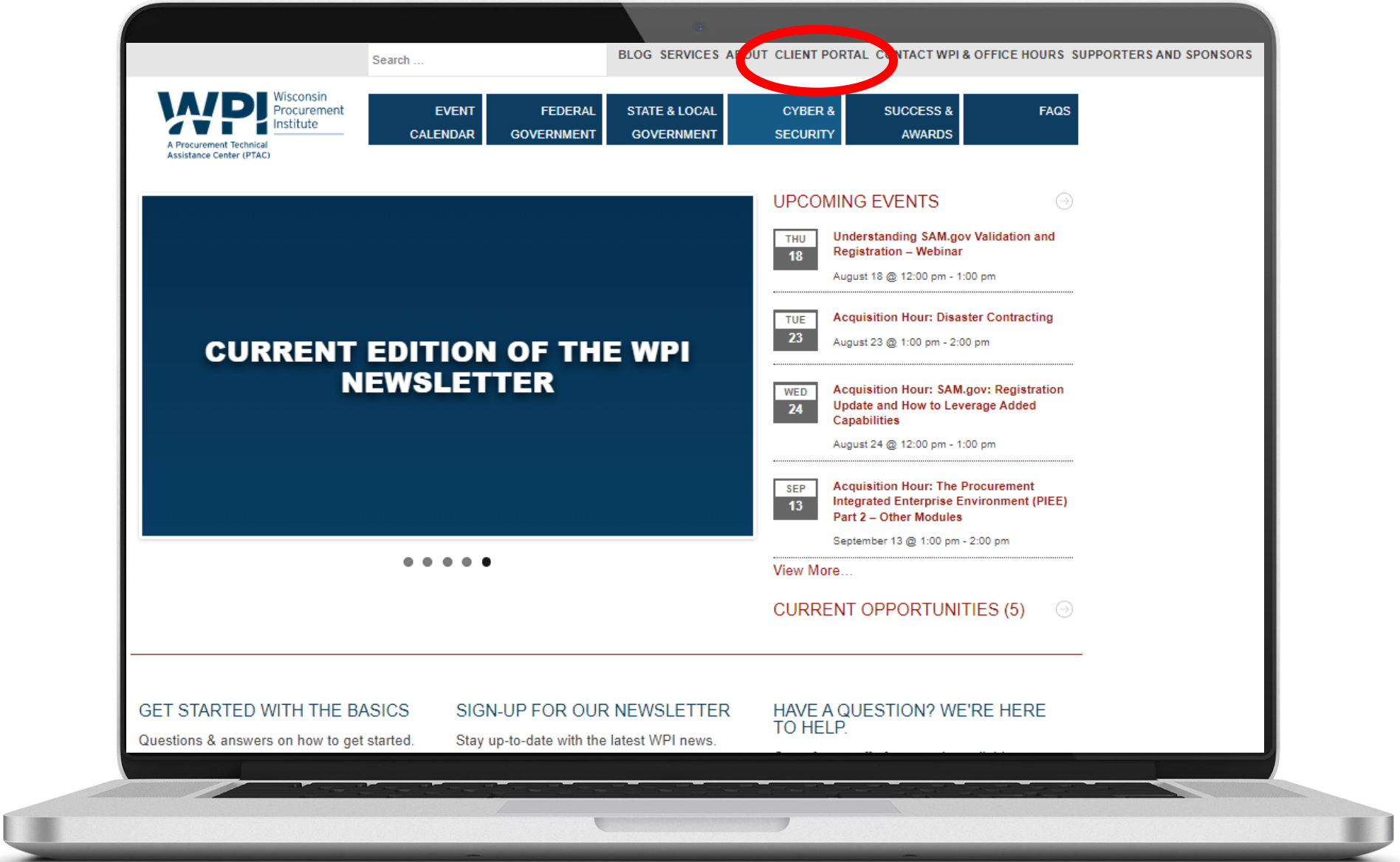
▪ DOOR COUNTY

- *NE WI Technical College*
- *Door County Economic Development Corporation*

▪ SUPERIOR

- *Small Business Dev Center; UW Superior*





Search ...

BLOG SERVICES ABOUT CLIENT PORTAL CONTACT WPI & OFFICE HOURS SUPPORTERS AND SPONSORS



- EVENT CALENDAR
- FEDERAL GOVERNMENT
- STATE & LOCAL GOVERNMENT
- CYBER & SECURITY
- SUCCESS & AWARDS
- FAQS

CURRENT EDITION OF THE WPI NEWSLETTER

UPCOMING EVENTS

THU 18 **Understanding SAM.gov Validation and Registration – Webinar**
August 18 @ 12:00 pm - 1:00 pm

TUE 23 **Acquisition Hour: Disaster Contracting**
August 23 @ 1:00 pm - 2:00 pm

WED 24 **Acquisition Hour: SAM.gov: Registration Update and How to Leverage Added Capabilities**
August 24 @ 12:00 pm - 1:00 pm

SEP 13 **Acquisition Hour: The Procurement Integrated Enterprise Environment (PIEE) Part 2 – Other Modules**
September 13 @ 1:00 pm - 2:00 pm

[View More...](#)

CURRENT OPPORTUNITIES (5)

GET STARTED WITH THE BASICS

Questions & answers on how to get started.

SIGN-UP FOR OUR NEWSLETTER

Stay up-to-date with the latest WPI news.

HAVE A QUESTION? WE'RE HERE TO HELP.

AGENDA

WHAT ARE WE GOING TO TALK ABOUT TODAY

- What & how the agencies buy
- How the agencies announce opportunities
- First Steps – registrations, certifications, other requirements
- Provisions for non-performance /Force Majeure

AGENCIES

City of Milwaukee
City Of Racine
Walworth County

POLL

CITY OF MILWAUKEE



Rhonda Kelsey

Purchasing Director; City of Milwaukee

Rhonda Kelsey is a native of Milwaukee, Wisconsin. She holds a B.S. in Public Policy and Administration/Spanish minor from the University of Wisconsin-Whitewater (1994). She studied abroad in Seville, Spain in 1993 and also holds a M.S. in Urban Studies from the University of Wisconsin-Milwaukee (1995). In addition and more importantly, she is the proud mother of one daughter, Haleigh.

Ms. Kelsey began her professional career in city government, in the area of budget management and policy analysis from 1996-2000. In 2001, she became the head of the City's Emerging Business Enterprise Program, an agency with a focus on maximizing contracting opportunities and providing financial resources for small, women and minority owned firms. In 2004 (thru 2008), she was asked to assume the role of Senior Policy Advisor for the Office of Mayor Tom Barrett, City of Milwaukee.

In this position, she was responsible for coordinating internal staff teams and other city resources to deal proactively with key issues and provide direction and key recommendations on high priority policy initiatives to the Mayor and his Cabinet. During Ms. Kelsey's tenure in city government she has played a significant role in developing key policies and initiatives related to equal rights, anti-poverty, fiscal responsibility, and making improvements to internal city operations and the delivery of essential city services.

Currently, Ms. Kelsey holds the position of City Purchasing Director (appointed in 2008) and is a member of the Mayor's Cabinet. She is responsible for managing approximately \$95.0 million in citywide procurement activity; developing and implementing citywide procurement policies and procedures in accordance with local laws. In addition, she is responsible for executing special reports and carries out policy directives and other duties from the Mayor and the Common Council.

Doing Business With the City of Milwaukee

Wisconsin Procurement Institute Webinar:
Sales Opportunities With Local Government Agencies in SE
Wisconsin/Milwaukee Area



Presented By: Rhonda Kelsey
City Purchasing Director
Presented October 13, 2022

What Do We Purchase?

- ▶ Light and Heavy Duty Vehicles & Trucks
- ▶ Infrastructure (Roads & Buildings) Equipment & Supplies
- ▶ Fuel (e.g., Gasoline & Diesel)
- ▶ Water Treatment Supplies
- ▶ Office and Safety Equipment & Supplies
- ▶ Public Health Related Equipment & Supplies
- ▶ IT Software & Hardware

Forecast of Potential Contracting Opportunities

American Rescue Plan (ARP) Special Edition

CITY OF MILWAUKEE
BUYING PLAN
Q1 2022 - Q4 2026 v.3

American Rescue Plan (ARP)

Areas of Focus:

- ▶ Early Education
- ▶ Stable and Affordable Housing
- ▶ Eviction and Foreclosure Prevention
- ▶ Broadband/Internet Access
- ▶ Public Health & Community Resiliency
- Workforce Development
- Economic Development
- Small Business Development
- Critical Infrastructure

How Do We Buy?

- ▶ Formal Competitive Bid: \$50K Plus
- ▶ Informal Competitive Bid: \$10K - \$50K
- ▶ Jumpstart Purchases: \$5K - \$10K
- ▶ Procard: Small Dollar Purchases Up to \$5K
- ▶ Request for Proposals (RFP)
- ▶ Exception to Bid Contracts: Single or Sole Source
- ▶ Piggyback and Cooperative Purchasing Contracts

Racial Equity & Inclusion

- Living Wage Requirements
- Ethical Purchasing Requirements
- Small Business Enterprise (SBE) Requirements
- Local Business Enterprise (LBE) Bid Incentive
- Buy American Goods Bid Incentive
- Socially-Responsible Contractors (SRC) Bid Incentive
- SWMBE participation goals will apply to ARP funded procurements and local geographic preferences cannot be applied non-architectural and engineering solicitations.
- For additional information:
 - Visit milwaukee.gov/Purchasing and click on “Programs”

How Are Contract Opportunities Announced?

- All active Bids and Requests for Proposals (RFPs) are posted on the City's website at: www.milwaukee.gov/ContractingOpportunities
- RFPs are Managed in a Digital Software Platform - Bonfire
<https://cityofmilwaukee.bonfirehub.com/opportunities/44126>
- All Formal Bids and RFPs are also Advertised in the *Daily Reporter*
- Review Recent Procurement Requests by City Departments at:
<https://city.milwaukee.gov/Purchasing/ContractOpps.htm>

How Do I Get Started?

Step 1: REGISTER WITH THE CITY'S E-NOTIFY SYSTEM

- The City of Milwaukee uses an electronic notification system to announce when a new bid has been released.
- When a new bid is posted, the system issues a notice that will come directly to you via email containing basic information:
 - Bid number
 - A brief description of the commodity or service
 - A hyperlink to view and download the bid
- Register for E-Notify at: www.milwaukee.gov/enotify



How Do I Get Started?

- ▶ **Step 2:** Register with a valid e-mail address
- ▶ **Step 3:** Select your bid notification categories
- ✓ Sit back, relax, wait for bid notices to come directly to you!



Non-Performance & Force Majeure

- Termination for Cause - If Contractor shall fail to fulfill in a timely and proper manner any of its obligations or violate any of the provisions of a Contract, the City shall have the right to terminate the Contract. The City shall notify Contractor of its intent to terminate by giving Contractor prior written notice at least five (5) business days before the effective date of the termination and identifying the alleged deficiencies in Contractor's performance, and shall give Contractor thirty (30) days to cure such deficiencies prior to termination.
- Delays in delivery caused by any bona fide strikes, government priority or requisition, riots, fires, sabotage, acts of God, or any other delays deemed by the City Purchasing Director, in their sole discretion, to be clearly and unequivocally beyond Contractor's control may be recognized by City.

Questions?

27



City of Milwaukee Purchasing Division
200 East Wells Street, Room 601
Milwaukee, WI 53202

Phone: 414-286-3501

Fax: 414-286-5976

E-mail: procurement.services@milwaukee.gov

Website: milwaukee.gov/Purchasing

CITY OF RACINE

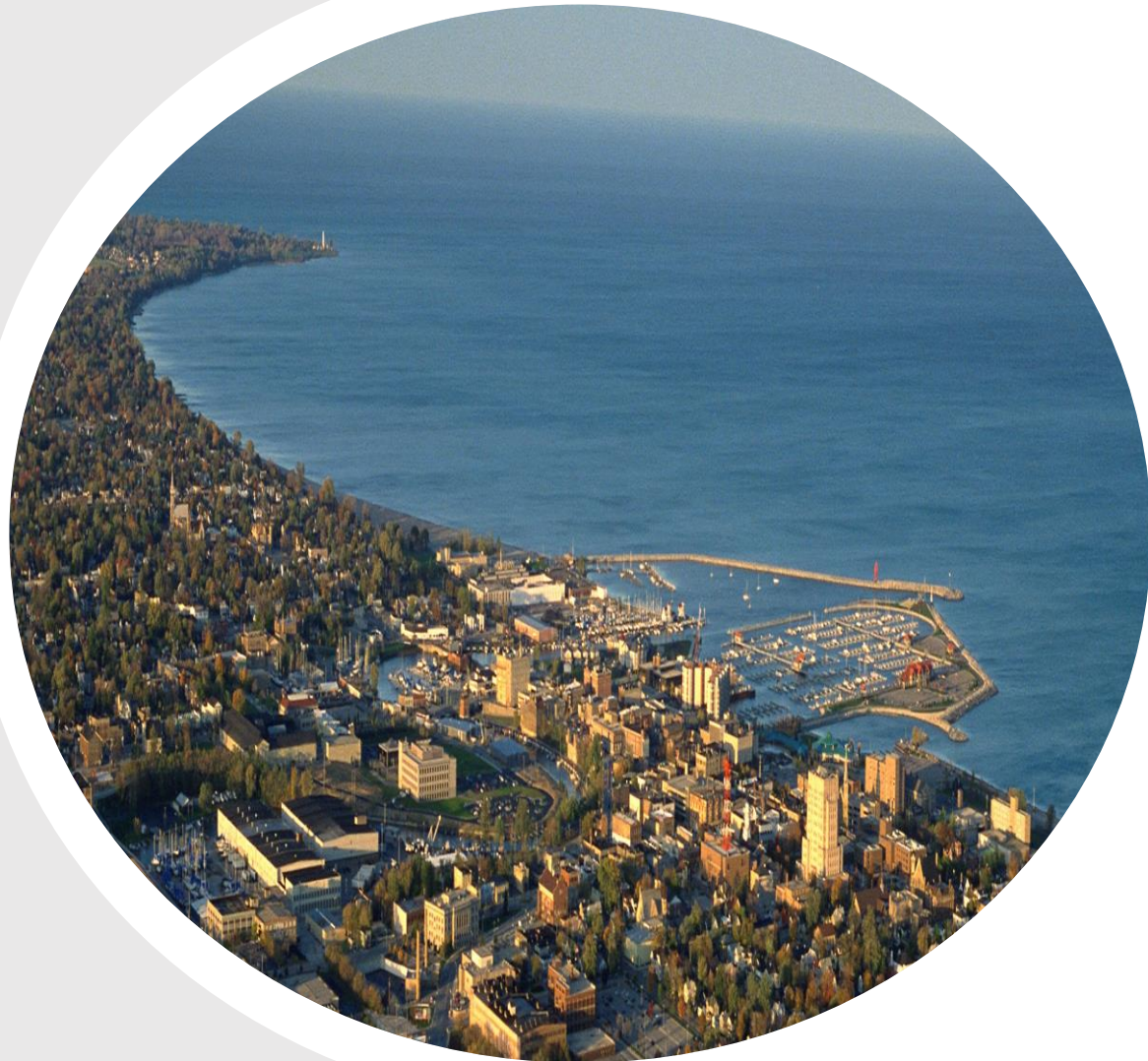


Monica Santos

Purchasing Agent; City of Racine

Monica G. Santos is the Purchasing Agent for the City of Racine. She has been with the City of Racine for 16 years. As the Purchasing Agent since 2019.

The Purchasing Agent is responsible for managing, directing, supervise and coordinate all activities within the Purchasing Division including facilitating acquisition of goods and services for the City of Racine in an efficient and cost effective manner. She manages all contracts, procurement process and facilitates evaluation of vendor response by: soliciting bids, researching, developing and reviewing solicitation documentation and specifications.



Grow your business by Bidding on City of Racine Opportunities



City of Racine Purchasing

PURCHASING

- The Purchasing department is a division within the City of Racine that's responsible for acquiring the goods and services required to operate.
- The City of Racine purchases with purpose. By buying goods and services, we are supporting the local economy, improving Racine and investing in our community.
- The Purchasing Department is responsible for getting estimates, quotes, proposals, bids, RFP's, issuing contracts, purchase orders, change orders & managing contracts.



TYPES OF PURCHASES

Purchases made by the City of Racine fall into three broad categories. These are:

- Goods and Services
- Professional, Technical and Expert Services
- Construction and Public Improvements

The methods used to purchase these items vary, depending on the estimated value and type of contract.



UNADVERTISED BIDS

Quotes, Estimates and Informal contract opportunities may not be advertised.

The City may solicit these bids by email, phone or fax.

Purchases for goods and services valued under \$10,000.00 are made by the department(s).

It is important for the City of Racine to have your contact information to receive requests for estimates, quotes, proposals and informal bids.



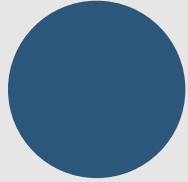
ADVERTISED BID OPPORTUNITIES

They City advertises 'formal' bid opportunities in the Newspaper and on the Purchasing Website under Solicitations via DemandStar.

If your firm wishes to bid on a City of Racine solicitation, you can find all solicitation documents, bid tabulations and notices of intent to award on the Purchasing Website via DemandStar.



CONNECT WITH US



The City of Racine would like to utilize local companies and their products and services when possible.

In order to do that, we need to know what local companies exist and what they're available to do.

Send us your information:

- Company Name
- Contact Name
- Address
- Phone
- Email
- Type of goods/services you provide

To be added to our contact list for:

- Estimates
- Quotes
- Proposals
- Bids



ONLINE

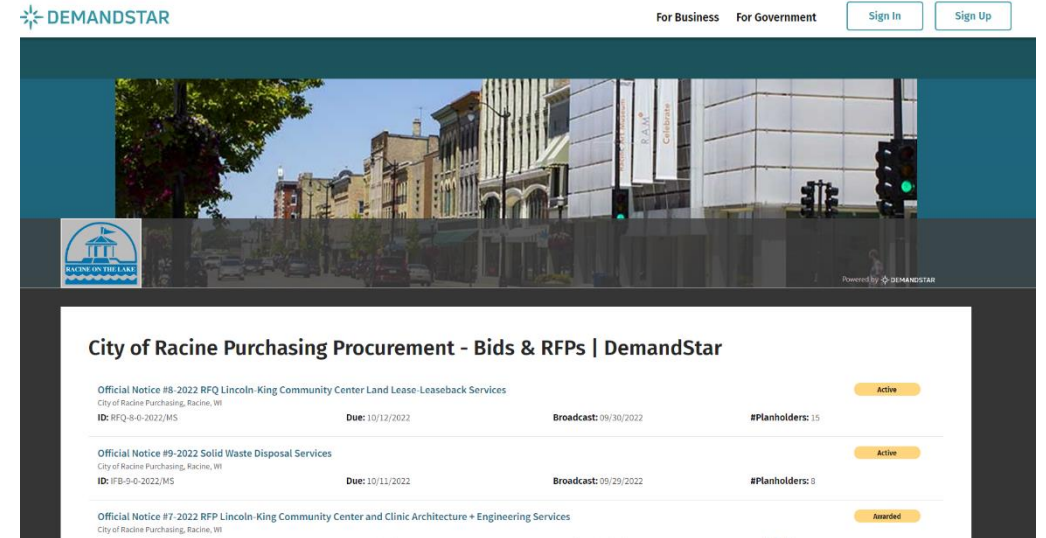
PURCHASING

More information on how to register at no cost can be found on our Purchasing Website.

If you are registered with DemandStar you will automatically receive notices of available documents that apply to your business.



www.cityofracine.org/purchasing



DEMANDSTAR

THANK YOU!

Monica G. Santos
Purchasing Agent

730 Washington Ave Rm 105
Racine, Wisconsin 53403
Office: (262) 636-9143

purchasing@cityofracine.org
www.cityofracine.org/purchasing



WALWORTH COUNTY



Paul Brady

Purchasing Supervisor; Walworth County

Paul Brady has been with Walworth County since 2019 and has worked in Governmental Purchasing since 2010 most notably as the Director of Purchasing for the Wisconsin Department of Natural Resources. Paul currently serves as the County's Purchasing Supervisor and primarily supports purchasing and contracting for federally funded projects. Paul strives for continuous improvement to bring more value to public procurement and serves as a training officer for all things procurement. Paul is an active member of The Institute for Public Procurement (NIGP) serving as an auditor for their certification exams, a past Education Chair for Wisconsin Association for Public Procurement (WAPP) and currently is on the board of Directors of Value for Local Government (VALUE). Paul holds certifications from NIGP Certified Procurement Professional (NIGP-CPP) and Certified Professional Public Buyer (CPPB). Before starting a career in public purchasing Paul held warehouse/inventory control positions specializing in international contracting and importing of goods.

How to do Business with Walworth County

October 13, 2022

Presented By: Paul Brady, Purchasing Supervisor





What & How County Buys

County Departments/Functional Services

- Child Support Services
- Clerk of Circuit Court
- Corporation Counsel
- County Administrator
- County Clerk
- District Attorney
- Emergency Management
- Family Court Commissioner
- Finance
- Health & Human Services
- Human Resources
- Information Technology
- Lakeland Healthcare Center
- Lakeland School
- Land Use and Resource Management
- Medical Examiner
- Public Works
- Purchasing
- Register in Probate
- Register of Deeds
- Sheriff's Office
- Treasurer
- University of Wisconsin Extension
- Veteran Service Office
- Volunteer Services

<https://www.co.walworth.wi.us/35/Departments>

Sourcing Selection Methods

	Aggregate Dollar Limit	Sourcing Selection Method
Informal	\$4,999 or less	Best Judgement
	\$5,000 to \$24,999	Request for Quotation
Formal	\$25,000 or more	Request for Bid or Request for Proposal Request for Qualification
Exceptions to Standard Sourcing Methods	Ordinance Exemptions; Cooperative Procurement; Waiver of Competition; or Emergency Procurement	



How County Distributes Formal Opportunities

DemandStar

- The County utilizes DemandStar to post our formal solicitations
- To view County's formal solicitation listing:
 - Under "Doing Business with Walworth County" on County's Website
 - <https://www.co.walworth.wi.us/360/Doing-Business-with-Walworth-County>
 - Click on link under *Current Bids & Proposals* section

Doing Business with Walworth County

Current Bids & Proposals

As a public agency, the Walworth County Procurement Division welcomes the participation of vendors in the open procurement process for Walworth County contracts.

As part of the Wisconsin Association of Public Procurement (WAPP), Walworth County is posting request for bids and request for proposals online with DemandStar.

Current [Walworth County Bids and Proposals - DemandStar](#).

- The listing, which is hosted by DemandStar shows up.

DEMANDSTAR For Business For Government eBidding Sign In **Sign Up**

Walworth County WI

Do not sign up as a vendor on this screen, as you will not receive access to our documents at no cost.

Current procurement opportunities for Walworth County WI, WI

Inmate Video Visitation, Phone, Commissary, Communication, and Money Management System Walworth County WI, Elkhorn, WI	Active		
ID: RFP-20-089-0-2020/PB	Due: 11/05/2020	Broadcast: 09/24/2020	#Planholders: 15
Employee Service Recognition Awards Program Walworth County WI, Elkhorn, WI	Awarded		
ID: RFP-20-068-0-2020/AB	Due: 10/09/2020	Broadcast: 09/17/2020	#Planholders: 19



Registering as a Vendor

Registering as a Vendor with DemandStar

- Under “Doing Business with Walworth County” on County’s Website
 - <https://www.co.walworth.wi.us/360/Doing-Business-with-Walworth-County>
 - Click on link under *Vendor Registration* section

Vendor Registration

Businesses wishing to download bid documentation for all current listed opportunities are encouraged to [register as a vendor with Demandstar.](#)

By registering online, you will be able to download the procurement documents for each opportunity posted. Once registered, you will also be able to:

- Receive alerts when new opportunities are posted
- Receive notices regarding updates and addenda issued for postings you have downloaded
- Maintain your account information
- Update your notification preferences
- Free access to procurement opportunities from all WAPP members on the DemandStar Network

Vendors are encouraged to familiarize themselves with [Walworth County Ordinances.](#)

- Fill out information on DemandStar's *WAPP Registration* page to create a "Sign In" Account

DEMANDSTAR For Business For Government [Sign In](#) [Sign Up](#)

WAPP Registration

Subscriber General Information

WAPP Notification Sign-up

By signing up for WAPP (Wisconsin Association of Public Purchasers), you will receive notification from the following DemandStar agencies within Wisconsin:

- > Blackhawk Technical College
- > Brown County Purchasing
- > Chippewa Valley Technical College
- > City of Altoona
- > City of Eau Claire
- > City of Green Bay
- > City of Madison - Purchasing Services
- > City of Oshkosh
- > City of Racine Purchasing
- > City of Sun Prairie
- > Columbia County, WI
- > De Pere Housing Authority
- > De Pere School District
- > Eau Claire Area School District
- > Eau Claire County - Purchasing Department
- > Fond Du Lac
- > Fox Valley Technical College
- > Gateway Technical College
- > Green Bay Area Public School District

First Name
First Name

Last Name
Last Name

Email
Email

Phone
Phone

Company Name
Company Name

Address 1
Address 1

Address 2
Address 2 (optional)

Country

Zip/Postal Code
Zip/Postal Code

State/Province

County (optional)

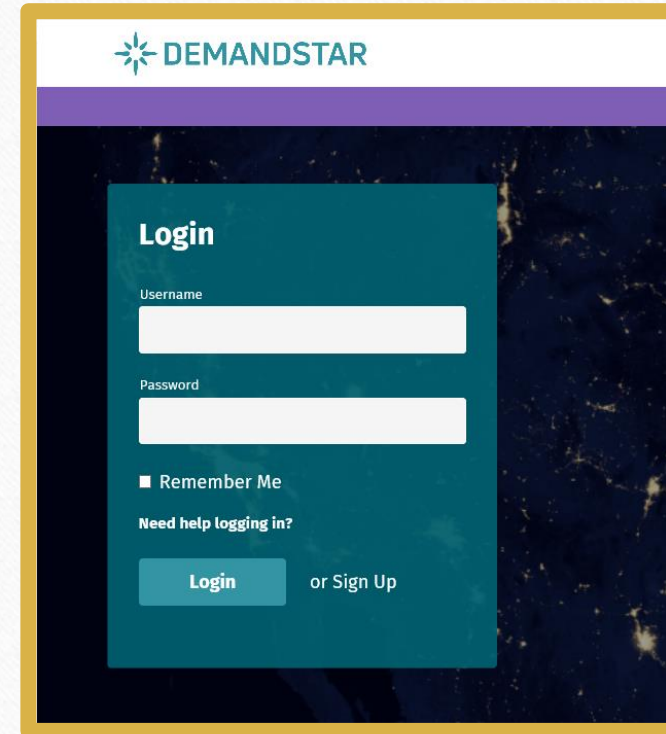
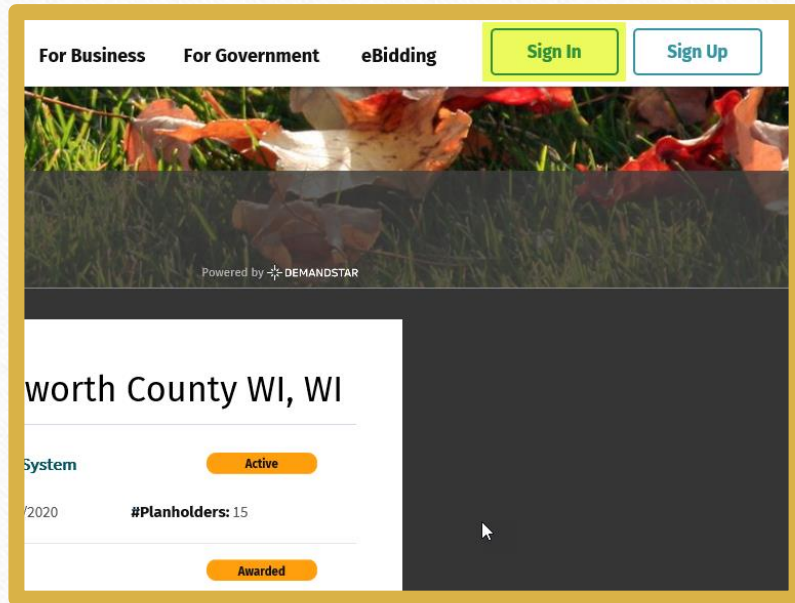
City
City

Phone Number
Phone Number

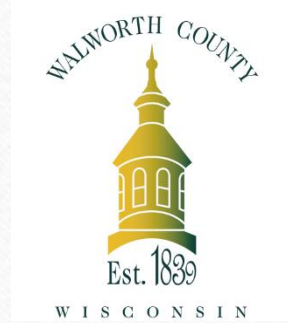
Website
Website (optional)

[Cancel](#) [Submit](#)

- You will receive notification of applicable opportunities, through DemandStar, for Walworth County based upon commodity codes selected by you and entered by the County when setting up the opportunity.



- After your account has been set up and confirmed by DemandStar you can Sign In/Login from our current procurement opportunities page or at <https://network.demandstar.com/>



Certifications and Other Requirements

County Standard Terms and Conditions

- Walworth County "Standard County Terms and Conditions" apply to all transactions where the County acquires goods, services or both. These can be viewed at the following link: [Standard Terms and Conditions \(PDF\)](#).
- When a Purchase Order is issued by Walworth County for acquired goods, services or both, the County's "Standard Terms and Conditions for Purchase Orders" are made part of, and incorporated into the Purchase Order. These can be viewed at the following link: [Standard Terms and Conditions for Purchase Orders \(PDF\)](#).
- Walworth County often enters into other forms of contracts with Vendors (Goods and Services, Professional Services, Master Service Agreement, AIA, etc.), terms and conditions of these contracts must also be followed.

Certificate of Insurance

- Vendors who supply goods, services or both to Walworth County are required to carry certain levels of insurance in order to do business with the County. Vendors who do business with Walworth County must provide current insurance certificates, sometimes listing Walworth County as additionally insured.
- Insurance certificates should be be emailed to the County purchasing agent (Buyer, Senior Buyer) upon acceptance of a purchase order or contract.

Vendor Debarment

- Vendors who supply goods, services or both to Walworth County must certify through signing any contract or providing any goods or services that neither the Contractor nor any of its principals are on a state or federal government list of debarred contractors.
- Examples of state and federal government debarment searches the County performs:
 - Federal Government - System for Award Management (SAM)
 - Debarred, suspended and ineligible contracts Wisconsin Department of Transportation (WisDOT)

Minimum Qualifications and Responsible Vendors

- Each of our solicitations clearly identifies minimum vendor qualifications and requirements.
- Some examples are as follows:
 - Licensed and incorporated to do business in the State of Wisconsin
 - Adequate financial resources
 - Certifications and licenses
 - Experience
 - Satisfactory performance record
 - Nondiscrimination / affirmative action

Force Majeure Clause

- **FORCE MAJ EURE:** Neither party shall be in default by reason of any failure in the performance of this agreement in accordance with reasonable control and without fault or negligence on their part. Such causes may include, but are not restricted to, acts of nature or the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes and unusually severe weather, but in every case the failure to perform such must be beyond the reasonable control and without the fault or negligence of the party.



Walworth County, Wisconsin

Purchasing Website: <https://www.co.walworth.wi.us/359/Purchasing>

Email inquiries: purchasing@co.walworth.wi.us

ACQUISITION HOUR LIVE WEBINAR SERIES

- October 18
Marketing Your Business to the Government
- October 18
Certifications for Woman Owned Businesses
- October 19
Certifications for Minority Owned Businesses
- October 19
Preparing for One-on-One Buyer Meetings
- November 1
Preparing for One-on-One Buyer Meetings
- November 15
Certifications for Veteran Owned Businesses
- November 29
The HUBZone Program – Certification Benefits and Regulations
- January 10
The SBA 8(a) Program and Small Disadvantaged Business (SDB) Program

...More information and registrations at wispro.org/events

SAVE THE DATE



MarketplaceWisconsin.com

REGISTER TODAY ★ ★ ★ ★ ★

NDIA GREAT LAKES 13TH ANNUAL MEETING 10.18.2022

WAUWATOSA, WI

[Wispro.org/events](https://www.wispro.org/events)

NDIA

PRESENTED BY

Wisconsin Procurement Institute (WPI)

www.wispro.org

Ben Blanc

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benjaminb@wispro.org | 414-270-3600

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