



LOCAL GOV'T SALES OPPS 



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## Sales Opportunities with Local Government Agencies

# City of Madison

May 25 | 11:00 am – Noon

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### **WPI is Wisconsin's APEX ACCELERATOR**

The APEX Accelerators program, under management of the Department of Defense (DOD) Office of Small Business Programs (OSBP), plays a critical role in the Department's efforts to identify and engage with a wide range of businesses entering and participating in the defense supply-chain. The program provides the education and training that all businesses need to participate to become capable of participating in DOD and other government contracts.

### **WPI provides services to all of Wisconsin's 72 counties**

- Individual counseling at our offices, client's facility or virtually
- Small group training – webinars and workshops
- Conferences including one on one buyer meetings – Marketplace, The Contracting Academy, Small Business Academy, Wisconsin Federal Contractor Forum, Acquisition Hour, Cyber Fridays, DOD Roadmap series, Government Opportunities Business Conference, End of Year Federal Contractor Update, Annual DOD Contract Management Update, Evening FAR sessions and more.....

[www.wispro.org](http://www.wispro.org)

# 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)*

## ▪ ASHLAND

- *Ashland Area Development Corporation*

## ▪ CAMP DOUGLAS

- *Juneau County Economic Development Corporation (JCEDC)*

## ▪ EAU CLAIRE

- *Western Dairyland*

## ▪ FOND DU LAC

- *Envision Greater Fond du Lac*

## ▪ GREEN BAY

- *NWTC Startup Hub*

## ▪ LACROSSE

- *Veterans in Professions*

## ▪ MANITOWOC

- *Progress Lakeshore*

## ▪ OSHKOSH

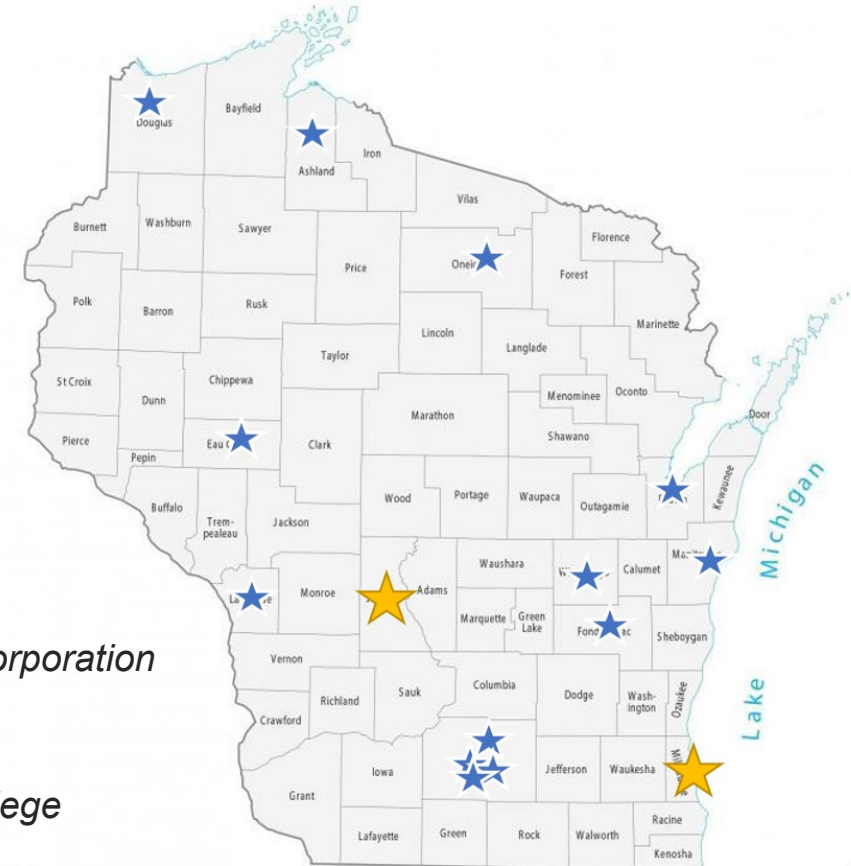
- *Greater Oshkosh Economic Development Corporation*

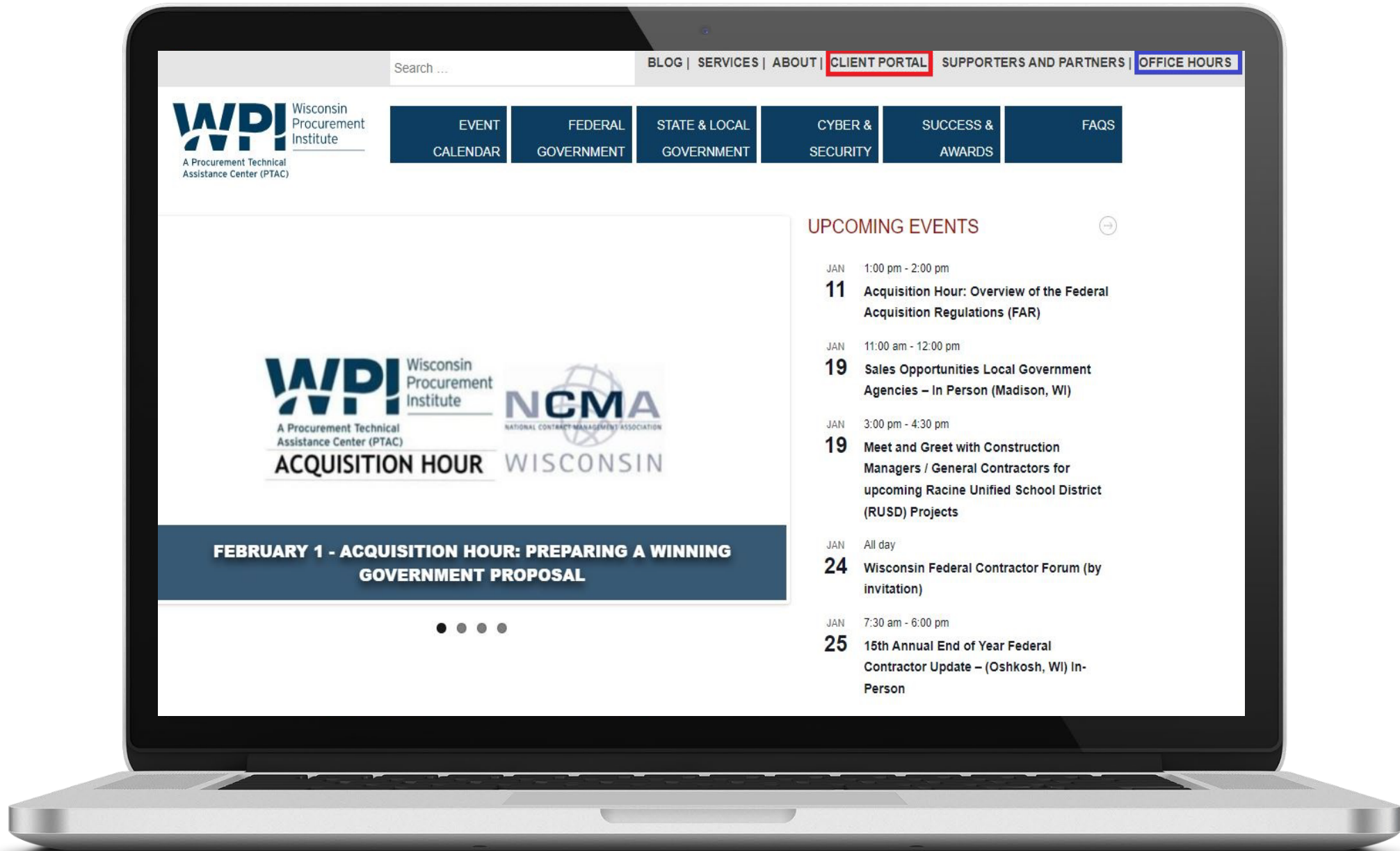
## ▪ RHINELANDER

- *Nicolet Area Technical College*

## ▪ SUPERIOR

- *Small Business Dev Center; UW Superior*





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**FEBRUARY 1 - ACQUISITION HOUR: PREPARING A WINNING GOVERNMENT PROPOSAL**

## UPCOMING EVENTS

- JAN 1:00 pm - 2:00 pm  
**11** Acquisition Hour: Overview of the Federal Acquisition Regulations (FAR)
- JAN 11:00 am - 12:00 pm  
**19** Sales Opportunities Local Government Agencies – In Person (Madison, WI)
- JAN 3:00 pm - 4:30 pm  
**19** Meet and Greet with Construction Managers / General Contractors for upcoming Racine Unified School District (RUSD) Projects
- JAN All day  
**24** Wisconsin Federal Contractor Forum (by invitation)
- JAN 7:30 am - 6:00 pm  
**25** 15th Annual End of Year Federal Contractor Update – (Oshkosh, WI) In-Person



# **Local Government Contracting Opportunities in the City of Madison**



# Vendor's Guide to Doing Business with the City of Madison

## **Bid Opportunities, Resources and Legal Requirements**

- ▶ <https://www.cityofmadison.com/finance/purchasing/vendor-resources>

## **Bid Thresholds, Purchase Methods, Criteria and Awards**

- ▶ <https://www.cityofmadison.com/finance/purchasing/vendor-resources/bid-opportunities-competition>

*Note:* City Purchasing Services does NOT manage Public Works procurements. For questions regarding those procurements, please contact Public Works at (608) 266-4620.



# City of Madison Purchasing Thresholds

- ▶ **Less than \$10k – Purchase Card**
  - ▶ Best Judgment at the agency level
- ▶ **\$10k-49,999 – 3 quotes required**
  - ▶ Formal bid every 3-5 years for yearly ongoing purchases
- ▶ **\$50k and over – Formal Bid**
  - ▶ Bids are posted to Demandstar and Vendornet (commodity code used to notify vendors)
  - ▶ Bids emailed to specific vendors at agencies request
  - ▶ Contract entered between City and winning vendor



# DemandStar and VendorNet

- <https://network.demandstar.com/>
- <https://vendornet.wi.gov/Home.aspx>

These websites will include all relevant information pertaining to the procurement. You can find:

- Bid documents
- Addenda
- Bid Summaries
- Award Information



# Purchasing & Agency Contacts

<https://www.cityofmadison.com/finance/purchasing/vendor-resources/purchasing-agency-contacts>

These contact's may be helpful in answering more specific questions regarding p-card purchases or other procurements that do not require the agency to bid via DemandStar or VendorNet.

# Local Purchasing Preference

<https://www.cityofmadison.com/finance/purchasing/local-businesses/register-business/>

Registering your local business provides several benefits for you and your business:

- Free marketing — this directory is used by City of Madison agencies in selecting vendors to purchase from, and may also be accessed by the general public.
- Responses to formal solicitations by the City will be given preference points if the responder is registered as a Local Business. For Request for Quotations and Request for Bids, there is a 1% preference given: if a local vendor submits a bid within 1% of the lowest non-local bidder, the purchase is awarded to the local vendor. For Request for Proposals, a bonus of 5% is added to the total score for all registered local vendors
- The qualifications to be identified as a local business are detailed in the link listed above.



# Equitable Purchasing Resources

- ▶ <https://www.cityofmadison.com/finance/purchasing/equitable-purchasing-resources>
- ▶ We encourage any targeted business enterprises to contact the Dept of Civil Rights about getting registered with the City
  - ▶ Kirsten Donkle
    - ▶ [kdonkle@cityofmadison.com](mailto:kdonkle@cityofmadison.com)
    - ▶ 608-267-1127
- ▶ City agencies are encouraged to review these lists before making p-card purchases



# Buyer Contact Information

**Brittany Garcia**

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[ahargianto@cityofmadison.com](mailto:ahargianto@cityofmadison.com)

# UPCOMING TRAINING - EVENTS

# ACQUISITION HOUR LIVE WEBINAR SERIES

## June 6

### Government Furnished Property

This webinar will cover

Government Property clauses, how to apply the clauses, what tools/ processes must be in place before you are able to receive government property

**...More information and registrations at [wispro.org/events](https://wispro.org/events)**

May 25, 2023

# FOR ASSISTANCE

Wisconsin Procurement Institute (WPI)

[www.wispro.org](http://www.wispro.org)

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