

Welcome!

OhioDAS
General Services Division

Office of Procurement Services

**State Procurement
User Group**

Today's Agenda...

- **Welcome, Agenda Overview, New Staff Introductions**
- **Searching for MBE/EDGE Vendors from the EOD website**
- **Tracking and Reporting MBE/EDGE Spend in OAKS**
- **Break**
- **Navigating the Procurement Website**
- **Overview of Vendor Registration and Bid Notification Systems**

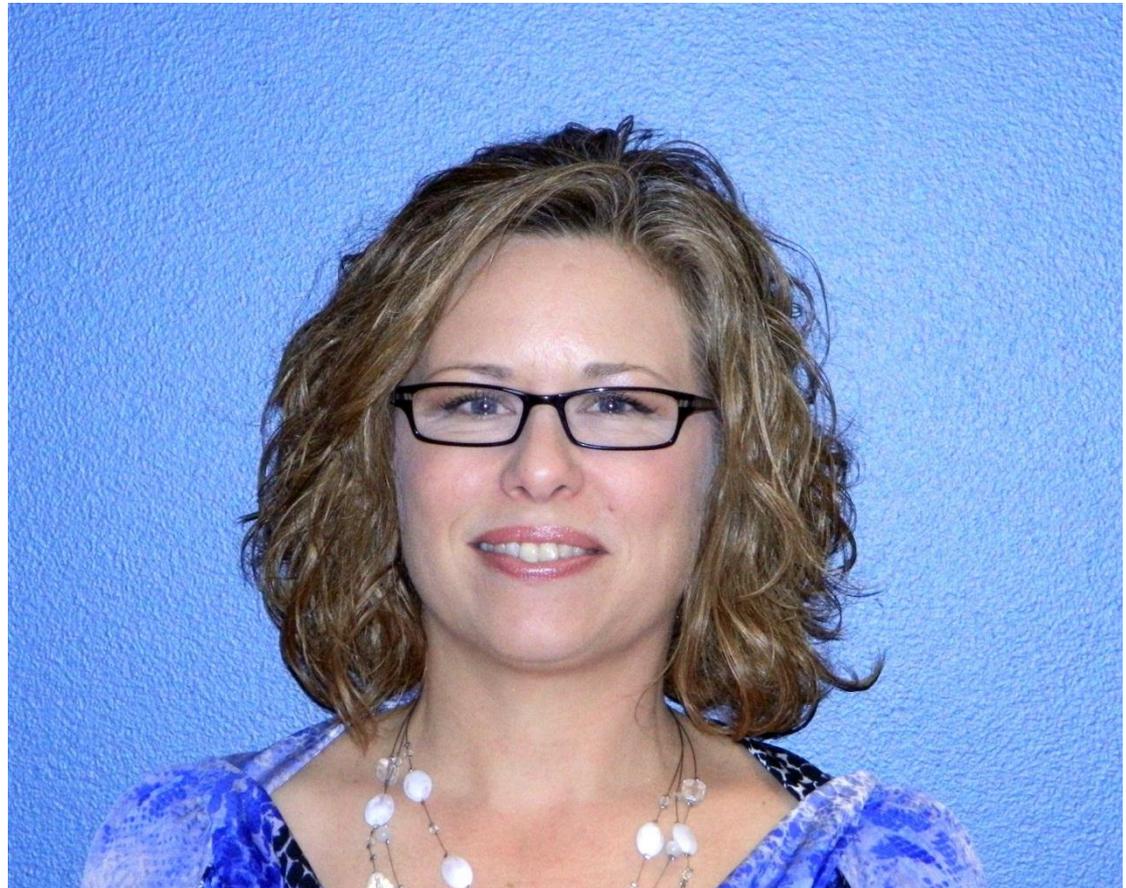
New Staff / Promotions / Introductions

Carol Cook

Contract Analyst

Medical Supplies and
Services Team

Jim Hunley, Manager

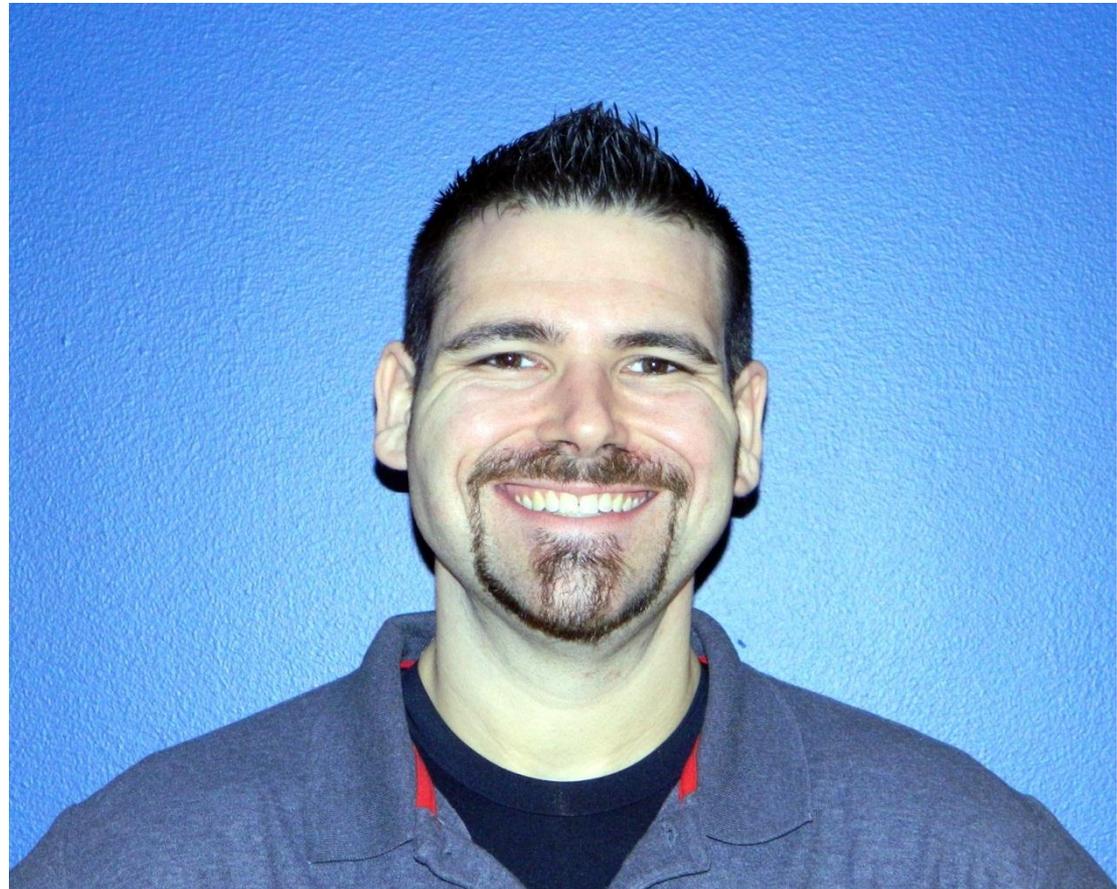


New Staff / Promotions / Introductions

Matthew Crider
State Purchasing
Assistant

Procurement Support
Services Team

Tammy Marcum, Manager



New Staff / Promotions / Introductions

Kellie Johnson State Purchasing Specialist

Contract Compliance:
Complaint to Vendor (CTV)
Protests, Disputes, Waivers
Jean Stephenson, Manager



New Staff / Promotions / Introductions

Anita Jones

Contract
Analyst

Maintenance, Repair
and Operational
Equipment and
Services

*Gayle Blankenship,
Manager*

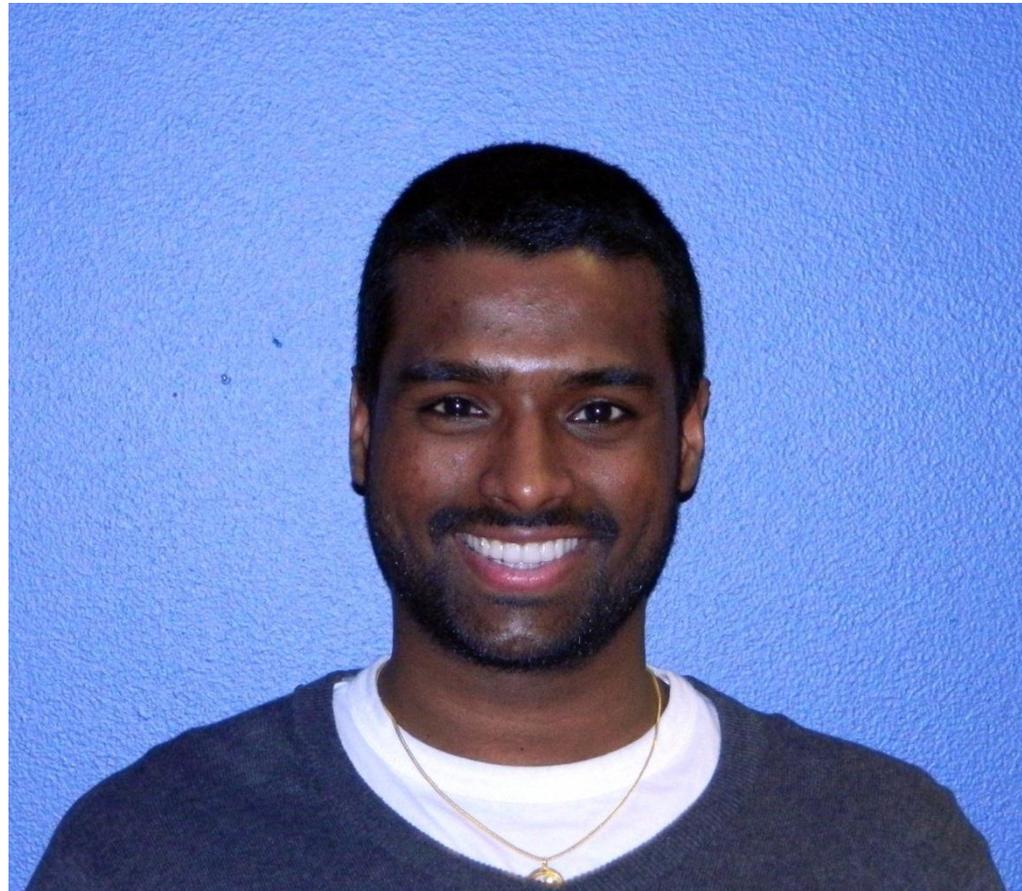


New Staff / Promotions / Introductions

**Senthan
Mahendrarasa**
Contract Analyst

Food, Kitchen Equip. &
Supplies, Apparel, Hotel
& Conference Facilities

David Potter, Manager



New Staff / Promotions / Introductions

Tim Riley

Contract Analyst

Vehicles & Related
Items, Heavy Equip.,
Court Reporting,
Temporary Staffing,
Other Misc. Services

*Alan Childress,
Manager*

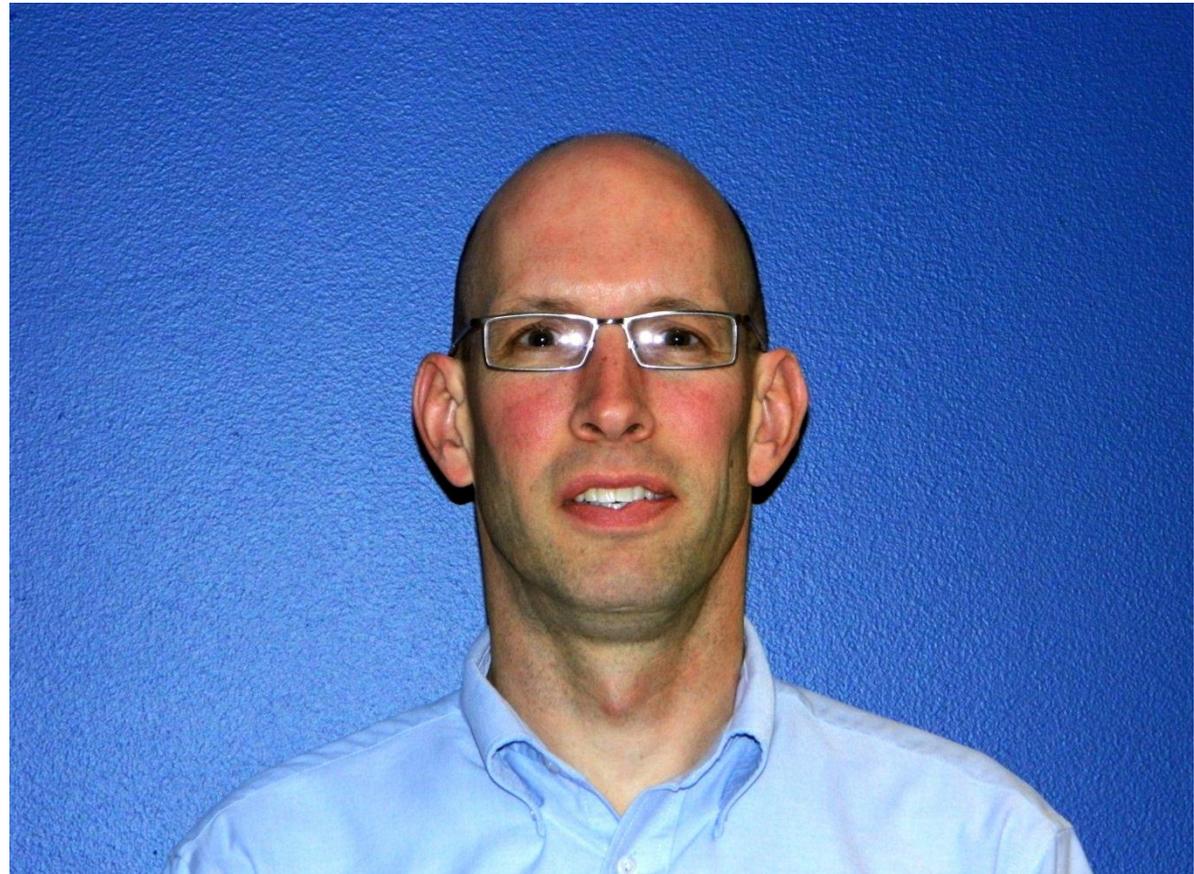


New Staff / Promotions / Introductions

**Bill
Schwertfager**
Contract Analyst

Office Equipment,
Furniture, Carpet,
Media Services
Team

*Ron Rowland,
Manager*



New Staff / Promotions / Introductions

Sinuon Todd

State Purchasing
Assistant

Procurement Support
Services Team

*Tammy Marcum,
Manager*



New Staff / Promotions / Introductions

**Justine
Wasmus**

State Purchasing
Assistant

Procurement Support
Services Team

*Tammy Marcum,
Manager*



Office of Procurement Services



Next on the Agenda

Searching for MBE/EDGE Vendors from the EOD website

Todd McGonigle, Manager
Department of Administrative Services /
Equal Opportunity Division

Next on the Agenda

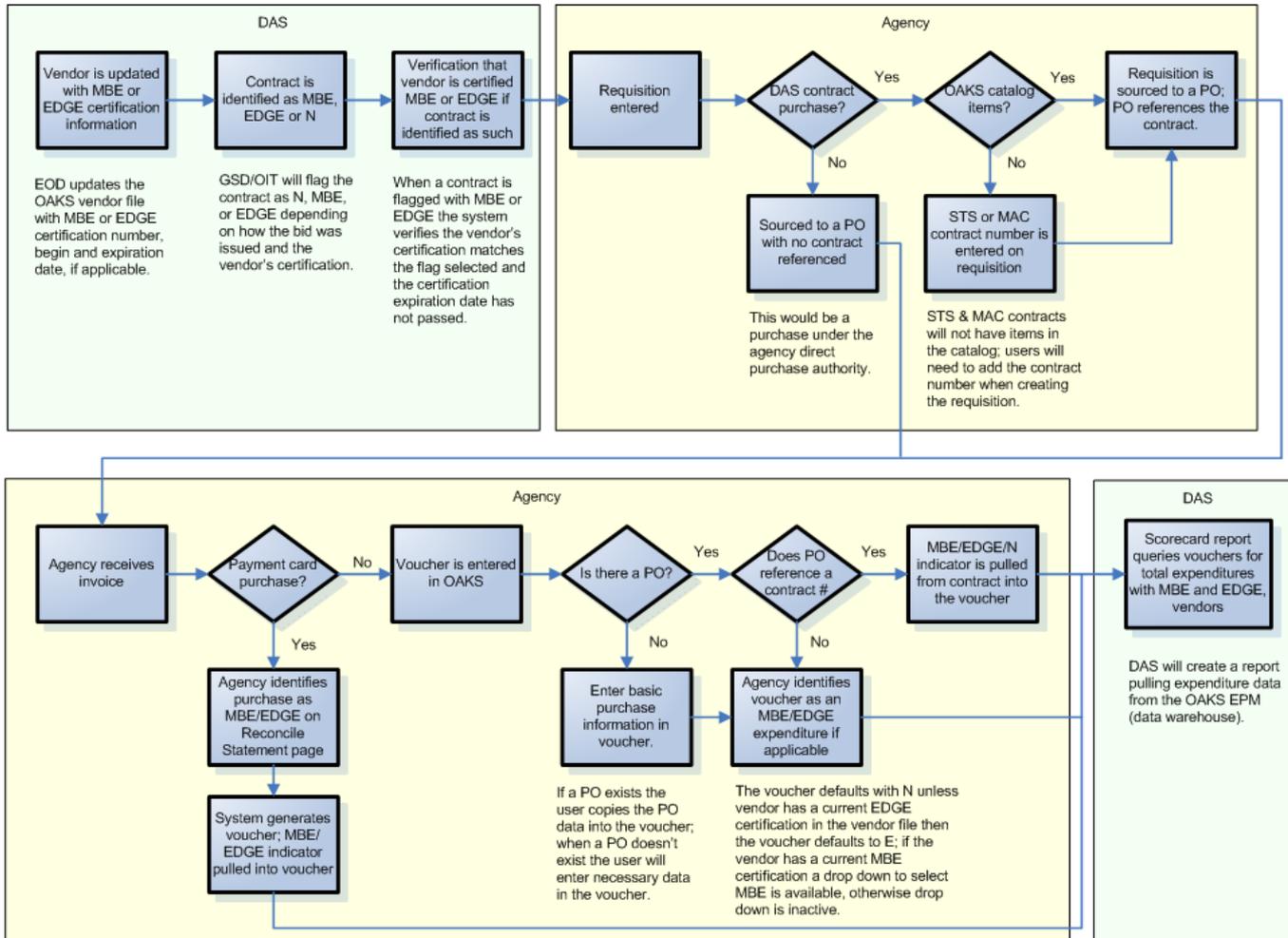
Tracking and Reporting MBE/EDGE Spend in OAKS

Sydney Waugh, OAKS Support Specialist

Department of Administrative Services /
FIN Program Management Office

Process Flow for Identifying MBE / EDGE

IDENTIFYING MBE/EDGE EXPENDITURES



DAS / EOD Enters MBE/EDGE Flag in the OAKS Vendor File

Vendor Name 2:

*Status: *Classification:

*Persistence: HCM Class:

Withholding

Open For Ordering

Vendor Relationships

Corporate Vendor InterUnit Vendor

Corporate Vendor ID: InterUnit Vendor ID:

▶ Additional ID Numbers

▶ Duplicate Invoice Settings

▼ Government Classifications

EEO Certification Date: HUB Zone

Government Sources Find | View All First 1 of 2 Last

*Source: Encouraging Diversity Growth and Equity

Government Classifications Find | View All First 1 of 1 Last

Eff Date:

Cert Nbr:

Begin Dt: Expire Dt:

Gov Class: EDGE Goods and Services

▶ Std Industry Codes

▶ Additional Reporting Elements

DAS Enters MBE Flag for DAS Issued Contracts

Contract [Create Releases](#) [Review Releases](#)

SetID: STATE *Status: Approved

Contract ID: 7751100209-2

Header

Contract Owner: DAS Contract Index Number: STS511 Contract Bill Type: BillVendor MBE Flag: E

Process Option: General Contract [Add Comments](#) [Activity Log](#)

Vendor: ROGER L EL-001 [Contract Activities](#) [Document Status](#)

Vendor ID: 0000142092 ROGER L ELLIOTT [Primary Contact Info](#) [Contract Threshold](#)

Begin Date: 07/25/2008

Expire Date: 06/30/2012

Currency: USD CRRNT

Primary Contact:

Vendor Contract Ref:

Description:

Master Contract ID:

Tax Exempt

Amount Summary

Maximum Amount:	0.00 USD
Total Line Released Amount:	0.00
Open Item Amount Released:	550.50
Total Released Amount:	550.50

Order Contract Options

Allow Multicurrency PO Allow Open Item Reference Must Use Contract Rate Date

Corporate Contract Adjust Vendor Pricing First Rate Date: 06/24/2008

Lock Chartfields Price Can Be Changed on Order

[PO Defaults](#) [PO Open Item Pricing](#) *Dispatch Method: Print

Voucher Contract Options

Invoice Number:	Gross Amount:	0.00 USD
AP Business Unit:	Freight Amount:	0.00
Accounting Template:	Sales Tax Amount:	0.00
Payment Terms ID: 30	VAT Amount:	0.00
Basis Dt Type:	Misc. Amount:	0.00
	Miscellaneous Charges:	Retention

What Does the OAKS MBE Flag Letter Indicate

- STS / MMA / CRP Contracts
 - “N” = MBE Participation Credit, if Vendor is MBE Certified
- Other DAS Competitive Contracts
 - “M” = Set-aside Credit
 - “E” = EDGE Credit
 - “N” = MBE Participation Credit, if Vendor is MBE Certified
- Direct Purchase
 - “M” = Set-aside Credit
 - “E” = EDGE Credit
 - “N” = MBE Participation Credit, if Vendor is MBE Certified

How to Flag Expenditure as MBE / EDGE

Add comment regarding MBE / EDGE purchase and selecting *Show at Voucher* on the Requisition Summary page. This comment will be viewable on the Voucher by Selecting *View PO/Receiver* link.

Create Requisition

Settings → Find Items → Modify Shipping → Modify Accounting → Review and Submit

Requisition Name: EDGE CONTRACT PURCHASE

*Requester: 10035263 AVA D Priority: Medium *Bill Address: P002252 YINGER

CB Number DAS RP Number **Apply Defaults**

Contract ID OIT RP Number

Requisition Summary											View All	First	1 of 1	Last
	Description	Vendor Name	*Qty	Unit	Price	Total	Contract ID	CB Number	DAS RP Number	OIT RP Number				
<input type="checkbox"/>	1 Hardware Supplies	ROGER L ELLIOTT	1.0000	AMT	1,234.000	1,234.00	7751100209-2							

Select All / Deselect All **Total Amount: 1,234.00 USD**

Add to favorites Shipping Accounting Delete

Justification/Comments

This is an MBE set-aside purchase.

Send to Vendor Show at Receipt Show at Voucher

Check Budget

Save as Template

Save & submit Save & preview approvals Cancel requisition [Find more items](#)

How to Flag Expenditure as MBE / EDGE

Create voucher using vendor's ID.

Voucher

[Find an Existing Value](#) [Add a New Value](#)

Business Unit:

Voucher ID:

Voucher Style:

Short Vendor Name:

Vendor ID:

Vendor Location:

Address Sequence Number:

Invoice Number:

Invoice Date:

Gross Invoice Amount:

Estimated No. of Invoice Lines:

[Find an Existing Value](#) | [Add a New Value](#)

How to Flag Expenditure as MBE / EDGE

Select the *View PO/Receiver* link to view any comments indicating MBE / EDGE from the PO.

[Advanced Vendor Search](#)

*Pay Terms: Basis Dt Type: Invoice Date
Accounting Date:
Control Group: *Currency:

Copy from a Source Document
PO Unit: Purchase Order: Worksheet Copy Option:

Invoice Lines

Line	*Distribute by	Item	Description	Quantity	UOM	Unit Price	Extended Amount
1	Quantity	00000000	CATSUP PACK FILL: 11 G	980.0000	CS	7.96000	7,800.80

Ship To: SpeedChart
 Use One Asset ID
 Force Price

Term Contract ID: MBE Flag:
[View PO/Receiver](#) [Associate Receiver\(s\)](#)

Received Date

Distribution Lines
GL ChartFields 1 | GL ChartFields 2 | Exchange Rate | Statistics | Assets

Percent Amount Quantitv *GL Unit Fund *Account ALI Department Program Grant/Pri Project Serv Loc Rep

How to Flag Expenditure as MBE / EDGE

Select Expand arrow on *PO/Receipt Comments* section.

View Source PO/Receiver Information

Unit: DAS01 Voucher: YECVW811 Line: 1 Line Match Option: Full Match

PO Number		Receipt Number					
PO Unit	PO No.	PO Line	PO Schedule	Receipt Unit	Receipt Number	Line	Schedule
DAS01	0000001611	6	1				

PO/Receipt Comments

PO/Receipt Header Comments Find | View All First 1 of 1 Last

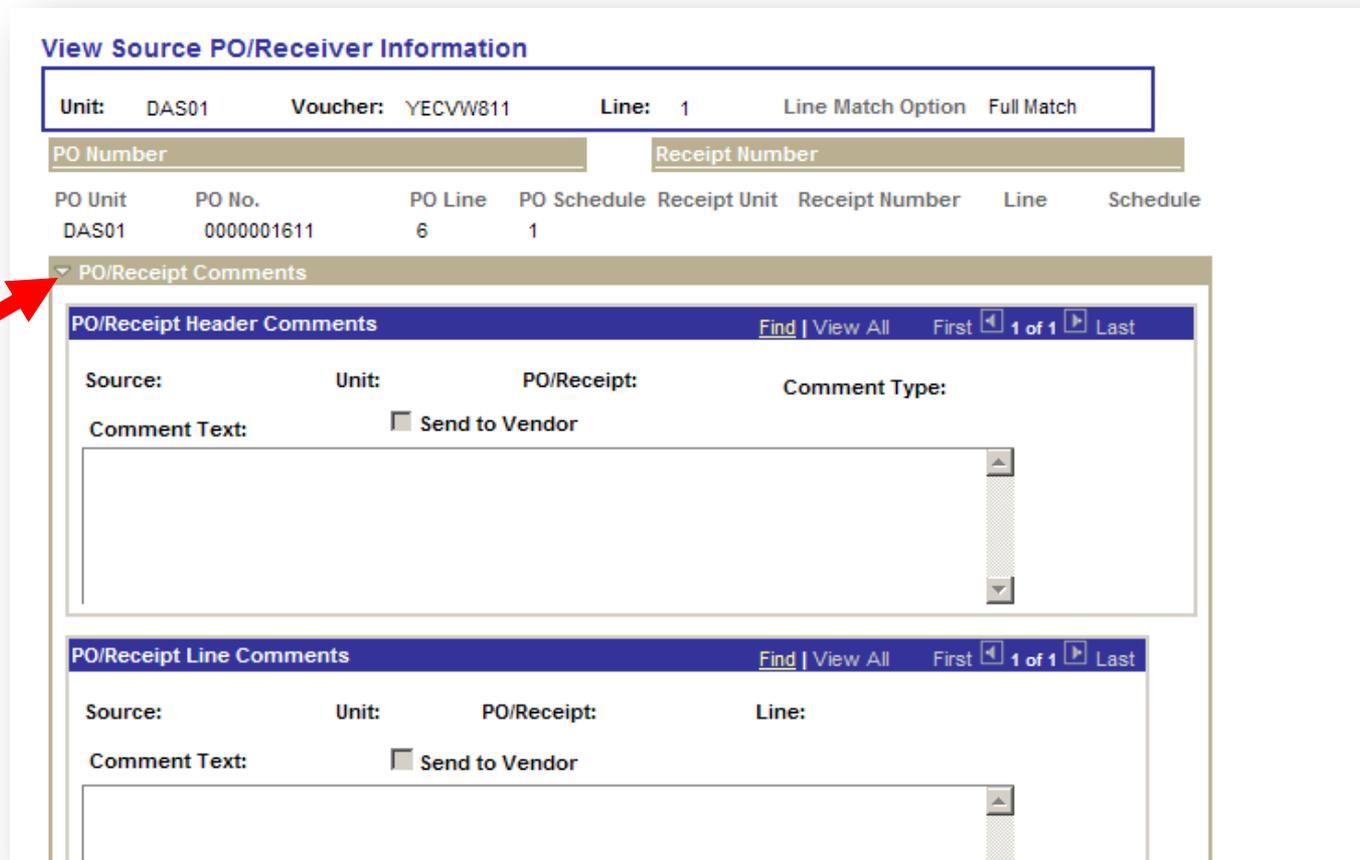
Source: Unit: PO/Receipt: Comment Type:

Comment Text: Send to Vendor

PO/Receipt Line Comments Find | View All First 1 of 1 Last

Source: Unit: PO/Receipt: Line:

Comment Text: Send to Vendor



How to Flag Expenditure as MBE / EDGE

The MBE flag populates with “E” or “N” based on the Vendor ID and the Certification in the vendor file. For debit vouchers or non-DAS contract purchases, the MBE flag field is available for change.

Vendor: Last Receipt Date: [Non Merchandise Summary](#)
 Name: Misc. Amount: [Withholding](#)
 Location: Freight Amount:
 *Address: [Comments](#)
 ROGER L ELLIOTT
 PO BOX 29665
 COLUMBUS, OH 43229
 Total:
 Balance:
[Advanced Vendor Search](#)
 *Pay Terms: Basis Dt Type: Invoice Date
 Accounting Date:
 Control Group: *Currency:
 Copy from a Source Document
 PO Unit: Purchase Order: Worksheet Copy Option:
Invoice Lines

Line	*Distribute by	Item	Description	Quantity	UOM	Unit Price	Extended Amount
1	Amount	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0.00"/>
Ship To		SpeedChart	<input type="text"/>				
<input type="text" value="P002252"/>		<input type="text"/>	<input type="checkbox"/> Use One Asset ID				
Term Contract ID: <input type="text"/>		MBE Flag: <input type="text" value="E"/>		Received Date: <input type="text"/>			

Note: A red arrow points to the MBE Flag dropdown menu in the table above, which shows options E, M, N, and E.

How to Flag Expenditure as MBE / EDGE

When a DAS contract is entered, manually or by copying a PO into the voucher, the MBE flag from the contract will populate the MBE flag field on the voucher – the MBE flag field is grayed out and cannot be changed.

[Advanced Vendor Search](#)

*Pay Terms:  Basis Dt Type: Invoice Date
Accounting Date: 
Control Group:  *Currency: 

Copy from a Source Document

PO Unit: Purchase Order: Worksheet Copy Option:

Invoice Lines

Line	*Distribute by	Item	Description	Quantity	UOM	Unit Price	Extended Amount
1	Quantity	00000000	CATSUP PACK FILL: 11 C	980.0000	CS	7.96000	7,800.80

Ship To:  SpeedChart:

Use One Asset ID
 Force Price

Term Contract ID: Received Date:

MBE Flag:  [View PO/Receiver](#) [Associate Receiver\(s\)](#)

Distribution Lines

GL ChartFields 1 | GL ChartFields 2 | Exchange Rate | Statistics | Assets

Percent Amount | Quantitv *GL Unit | Fund | *Account | ALI | Department | Program | Grant/Pri Project | Serv Loc | Rep

Reporting

- EOD Generates Reporting and Annual Scorecard Based on the MBE Flag Field on the Voucher.
- OAKS Reports Sent to Agencies Each Month:
 - OHAP106 – MBE & EDGE Agency Expenditures Analysis Report
 - Allows agencies to see a breakdown of their MBE and EDGE totals by GL accounts
 - OHAP107 – MBE & EDGE Agency Expenditures by Certified Vendor Analysis Report
 - Allows agencies to see a breakdown of their MBE and EDGE totals by Vendor and GL accounts

Questions regarding DAS Contract Flags?

Office of Procurement Services General Information

614-466-5090

Time for a Break...

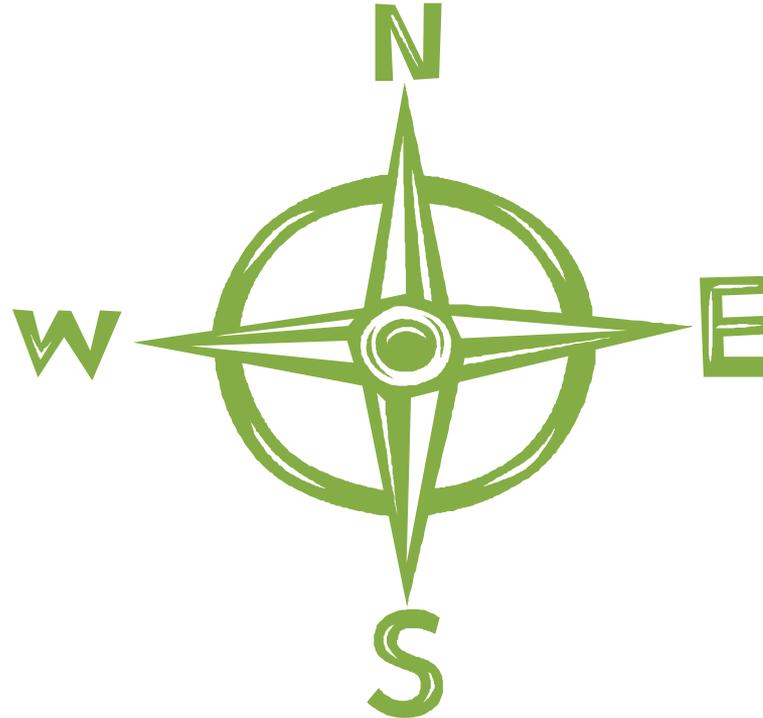


Next on the Agenda

Navigating the Procurement Website

Patrice Davis, Outreach and Training Coordinator
Department of Administrative Services /
Office of Procurement Services

Navigating the Procurement Website



www.ohio.gov/procure

for Contractors/Vendors

for Government Entities

for State Employees



The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.

Cooperative Purchasing Program

Community Rehabilitation Program

OAKS Information

What's New

Think Ohio First Score Card

Selling to the State

Current Contracts

MBE/EDGE Contracting

Find It Fast

Procurement Contacts

Help & Reference Materials

FAQ

Forms

Web Links

Comments/Questions

Training/Tutorials

Login

What's New?



- ✓ Announcements
- ✓ Awarded Contracts
- ✓ Opportunity Updates

Selling to the State



Selling to the State



- ✓ Procurement Opportunities
- ✓ Construction Opportunities
- ✓ eBid Registration/Log In
- ✓ State Term Schedules (STS)
- ✓ Master Maintenance Agreements (MMA)
- ✓ MBE and EDGE

Current Contracts

Search by:

- ✓ Alphabetical Listing of Commodity Categories
- ✓ Contract Type
- ✓ Keyword

Current Contracts

Search Using the Alpha List **HELP**

Search by Contract Type **HELP**
--Make a selection--

Search Using a Keyword **HELP**

Step 1 - Enter contract specific keywords
[Text Input Field]

Step 2 - Select a keyword search method

- Matches on ANY word
- Matches on ALL words
- Match these words as an "exact phrase"

Keyword Search

for Contractors/Vendors

for Government Entities

for State Employees

for the Public



Select "Current Contracts"

The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.

- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
- MBE/EDGE Contracting
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials
- Login



Current Contracts



Current Contracts

Search Using the Alpha List

HELP

Search by Contract Type

HELP

--Make a selection--

Search Using a Keyword

HELP

Step 1 - Enter contract specific keywords

Step 2 - Select a keyword search method

- Matches on ANY word
- Matches on ALL words
- Match these words as an "exact phrase"

Keyword Search

Select
"Search
Using the
Alpha List"



Search by Alphabetic Listings

The [Alpha List](#) groups all contracts within commodity categories based on three tiers. Each subsequent tier of commodity categories provides a more detailed description of its parent category. To refine your commodity category view select 'View Related Categories'

View all contracts within a category

First Tier Listings

Category	Click to	Click to
Administrative, Financial, Managerial, Courier, Insurance & Temp Svcs	View 311 Contracts	View Related Categories
Agricultural Equipment & Related Products & Services	View 35 Contracts	View Related Categories
Arts, Crafts, Entertainment, Theatre & Gaming	View 8 Contracts	View Related Categories
Automotive Products, Vehicles and Related Services	View 54 Contracts	View Related Categories
Building Construction Equipment, Supplies & Services	View 19 Contracts	View Related Categories
Clothing, Textiles, Laundry Equipment & Supplies	View 36 Contracts	View Related Categories
Communication Equipment & Services	View 60 Contracts	View Related Categories
Computers, Software, Supplies & Services	View 455 Contracts	View Related Categories
Food, Food Mgmt Svcs, Food Related Equip & Related Svcs	View 211 Contracts	View Related Categories
Furnishings, Accessories & Related Items	View 21 Contracts	View Related Categories
Furniture & Related Services	View 70 Contracts	View Related Categories
Hardware, Hardware Related Equipment & Services	View 29 Contracts	View Related Categories
Highway Road Equipment, Materials & Related Equip & Svcs	View 33 Contracts	View Related Categories
Janitorial & Cleaning Equipment, Supplies & Services	View 264 Contracts	View Related Categories
Laboratory Equipment, Supplies & Services	View 27 Contracts	View Related Categories
Maintenance & Repair of Equipment	View 51 Contracts	View Related Categories
Medical or Dental Equipment, Supplies & Services	View 191 Contracts	View Related Categories
Miscellaneous Commodities & Services	View 89 Contracts	View Related Categories
Office Machines, Office Supplies, Related Items & Svcs	View 26 Contracts	View Related Categories
Paper, Print Shop Equipment & Related Products & Svcs	View 9 Contracts	View Related Categories
	View 16	View Related

View related categories or "subcategories"

- [Procurement Home](#)
- [Current Contracts](#)
- [Find It Fast](#)
- [Procurement Contacts](#)
- [Help & Reference Materials](#)
- [FAQ](#)
- [Forms](#)
- [Web Links](#)
- [Comments/Questions](#)
- [Training/Tutorials](#)

Current Contracts



Search Using the Alpha List

HELP

Search by Contract Type

HELP

- Make a selection--
- Make a selection--
- All Contract Types / Methods
- Requests for Proposal (RFP)
- One-Time Contracts
- Multiple Award Contracts (MAC)
- Invitations to Bid (ITB)
- State Term Schedules (STS)
- Master Maintenance Agreements (MMA)
- Cooperative Purchasing Agreements (Co-op)**
- Set Aside (MBE) Contracts
- MBE Participation Contracts
- EDGE Contracts
- Community Rehab. Program (CRP) Contracts
- Limited Distribution Contracts (LDC)
- General Distribution Contracts (GDC)
- FY2008 Contract Awards (PO) Over \$25,000
- FY2009 Contract Awards (PO) Over \$25,000

Search by Contract Type and Select "Cooperative Purchasing Agreements"



Search for Cooperative Purchasing Agreement Contracts

Enter the Co-op contract search criteria below and select [Search] for results. Click the hotlinked labels for more information about each search criteria.

** Click For More Information*

[BWC Contribution Restriction Language](#)

General Criteria

Commodity Category: Public Works Maintenance, Park Equip & Construction Svcs

Contract#: Administrative, Financial, Managerial, Courier, Insurance & Temp Svcs

Index #: Agricultural Equipment & Related Products & Services

Date Range

Step 1: Select Type

Step 2: Specify a Range

Date From: Computers, Software, Supplies & Services

Date To: Food, Food Mgmt Svcs, Food Related Equip & Related Svcs

Search

Clear

[Return to Current Contract](#)

- Public Works Maintenance, Park Equip & Construction Svcs
- Administrative, Financial, Managerial, Courier, Insurance & Temp Svcs
- Agricultural Equipment & Related Products & Services
- Arts, Crafts, Entertainment, Theatre & Gaming
- Automotive Products, Vehicles and Related Services
- Building Construction Equipment, Supplies & Services
- Clothing, Textiles, Laundry Equipment & Supplies
- Communication Equipment & Services
- Computers, Software, Supplies & Services
- Food, Food Mgmt Svcs, Food Related Equip & Related Svcs
- Furnishings, Accessories & Related Items
- Furniture & Related Services
- Hardware, Hardware Related Equipment & Services
- Highway Road Equipment, Materials & Related Equip & Svcs
- Janitorial & Cleaning Equipment, Supplies & Services
- Laboratory Equipment, Supplies & Services
- Maintenance & Repair of Equipment
- Medical or Dental Equipment, Supplies & Services
- Miscellaneous Commodities & Services
- Office Machines, Office Supplies, Related Items & Svcs
- Paper, Print Shop Equipment & Related Products & Svcs
- Personal Products, Equipment & Services
- Public Works Maintenance, Park Equip & Construction Svcs
- Rental & Leasing Services

Select the commodity category

Fiscal Year: 2008 wards (Purchase Orders) Over \$25,000	ONE	EDGE	FY0825K	0BFY08OVR25K	12/31/2009	12/31/2014	ALL VENDORS
Fiscal Year: 2008 wards (Purchase Orders) Over \$25,000	ONE	MBE	FY0825K	0BFY08OVR25K	12/31/2009	12/31/2014	ALL VENDORS
Fiscal Year: 2008 wards (Purchase Orders) Over \$25,000	ONE	N/A	FY0825K	0BFY08OVR25K	12/31/2009	12/31/2014	ALL VENDORS
Fiscal Year: 2008 wards (Purchase Orders) Over \$25,000	ONE	Open	FY0825K	0BFY08OVR25K	12/31/2009	12/31/2014	ALL VENDORS
Heavy Construction - tractors, Farm Equipment	STS	Open	STS515W	7751501208	12/1/2007	11/30/2012	John Deere Company
Heavy Construction Equipment - Brush Chipper, Grinder	STS	Open	STS515Q	7751501508	12/20/2007	12/31/2012	Vermeer Sales & Service Inc
Heavy Construction Equipment - Excavators, Utility Vehicles, Compact Tractors	STS	Open	STS515	800155	5/1/2011	4/30/2016	Bobcat Company
Heavy Machinery Construction Equipment - Aggregate Spreaders	STS	Open	STS515	800116	6/10/2010	5/31/2014	Concord Road Equipment Mfg., Inc.
Lawn Mowing Equipment - Utility Vehicles	STS	Open	STS515W	7751501108	12/1/2007	8/31/2012	The Toro Company
Lawn, Garden - Heavy Construction Equipment	STS	Open	STS515U	7751501908	6/1/2008	5/31/2013	Altec Industries Inc
Lawn, Garden - Heavy Construction Equipmt. Snow Plows	STS	Open	STS515	800038	6/22/2009	5/31/2013	Newell Equipment Co Inc
Lawn, Garden and Heavy Construction Equipment	STS	Open	STS515X	7751501008	12/21/2007	11/30/2012	New Holland Agriculture
Lawn, Garden and Heavy Construction Equipment - Commercial Mowers	STS	Open	STS515	7751502008	4/15/2008	4/30/2012	SCAG Power Equipment
Lawn, Garden and Heavy Construction Equipment - Snow Removal Equipment	STS	Open	STS515	7751500408	9/15/2007	8/31/2012	Oshkosh Truck Corp.
Lawn, Garden and Heavy Equipment - Mowers	STS	Open	STS515Y	7751501209	10/6/2008	9/30/2013	Tiger Corporation
Lawn, Garden and Heavy Equipment - Truck Equipment	STS	Open	STS515W	7751500509	8/1/2008	7/31/2012	Dexter Company
Lawn, Garden, Heavy Construction Equipment - Mowers	STS	Open	STS515X	7751500508	8/1/2007	7/31/2012	Alamo Sales Corp.

A table
of all contracts within
that category will
display



Current Contracts



Search Using the Alpha List

HELP

Search by Contract Type

HELP

--Make a selection--

Search Using a Keyword

HELP

Step 1 - Enter contract specific keywords

fuel

Step 2 - Select a keyword search method

- Matches on ANY word
- Matches on ALL words
- Match these words as an "exact phrase"

Keyword Search

Search using a "Keyword"

Click "Keyword Search"



Keyword Search for Contracts

Keyword: fuel

Type: Matches on ANY words



View Records by Category

Title	Type	Market Type	Index	Contract	Effective	Expiration	Vendor
<i>Click Circle to Sort by Column</i>							
Biodiesel Fuel for Ohio	RFP	Open	GDC002	CSP904610	12/1/2009	7/31/2011	Multiple
Fuel and Fuel Tank & Dispensing Equipment Maintenance & BUSTR Reporting Services	ITB	Open	GDC119	RS901808	7/1/2007	12/31/2011	Multiple
Fuels; Gasoline/Ethanol Blend - 87 or 89 Octane, Unleaded Regular and Fuel Oils; No. 2 Heating and Diesel, etc.	ITB	Open	GDC027	RS901110	12/1/2009	4/30/2012	Multiple
Oils, Lubricants, Antifreeze	ITB	PMBE	GDC098	RS900610	10/1/2009	9/30/2012	Multiple
Propane Gas	ITB	Open	GDC064E	RS908308	6/1/2008	5/31/2012	Multiple

[Back to Previous Page](#)

All contracts containing that word(s) will display

Select the appropriate 'Contract' hyperlink

Procurement Home

Current Contracts

Find It Fast

Procurement Contacts

Help & Reference Materials

FAQ

Forms

Web Links

Comments/Questions

Training/Tutorials

Login

[state home](#)

[OIT home](#)

[DAS home](#)

[site map](#)

[contact DAS](#)

[search Ohio.gov](#)

[privacy policy](#)



- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
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- Login



If you know the Schedule # or the Index #, you can search for it by using "Find it Fast"

The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.



Find It Fast

Find it Fast is a quick way to find an opportunity or contract. To find an opportunity or contract choose a Type and enter a complete or partial number. Use the [Current Contracts](#) or [Procurement Opportunities](#) functions for a more detailed search.

Find It Fast:

Step 1: Select the Type Doc/Bid/Schedule #

Index Number

Step 2: Enter the Number

Step 3: Press the Button

[Return to Home Page](#)

Type in either
the Schedule #
or the Index #
and select
“Find it Fast”

- Procurement Home
- OAKS Information
- Think Ohio First Score Card
- Selling to the State
- Advanced Search
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials



Find It Fast Search Results

View Opportunity

Title	Type	Status	Index	Document
New Model Year 2012 Trucks, Utility Vehicles and Cargo Vans	ITB	Awarded	GDC093	RS900812
New Model Year 2012 Trucks, Utility Vehicles and Cargo Vans (Awarded, now part of RS900812)	ITB	Awarded	GDC093	RS901212

View Contract

Title	Type	Status	Index	Contract
New Model Year 2012 Trucks, Utility Vehicles and Cargo Vans	ITB	Amended	GDC093	RS900812

Open the blue contract hyperlink to view



[Return to Selection Page](#)

- Procurement Home
- Procurement Information
- Ohio First Score Card
- Getting to the State
- Advanced Search
- Find It Fast
- Procurement Contacts
- Guidance & Reference Materials
- Help
- Links
- Comments/Questions
- Training/Tutorials

for Contractors/Vendors

for Government Entities



- Procurement Home
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- Training/Tutorials

Details for: New Model Year 2012 Trucks, Utility Vehicles and Cargo Vans

General Information

Contract Type: Awarded Invitation to Bid

Contract Status: Awarded

Commodity Category: Automotive Products, Vehicles and Related Services

Contract#: RS900812

Index Number: GDC093

Vendor(s): [Click to View](#)

Dates

Effective Date: 1/20/2012

Expiration Date: 9/30/2012

Procurement Program

MBE Participation: Yes

Open Solicitation: Yes

Open to Co-op: Yes

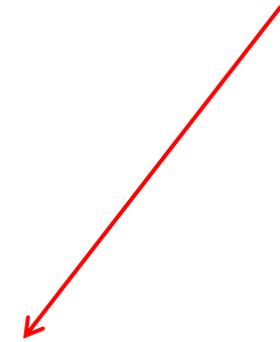
Associated PDF Files



Original Contract: [Click to View ORIGINAL CONTRACT](#)

Terms and Conditions: [Click to View TERMS & CONDITIONS](#)

Open the contract to view it



[Back to Previous Page](#)

Help and Reference Materials

Frequently Asked Questions (FAQ)

Forms for Vendors and Agencies

Web Links

Comments and Questions

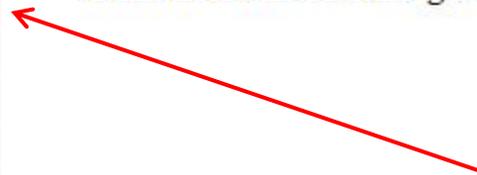
Training and Tutorials

for Contractors/Vendors

for Government Entities



The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.



Choose "Help and Reference Materials"

- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
- MBE/EDGE Contracting
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials
- Login



State Procurement Help

The Ohio Department of Administrative Services understands how important the right kind of information is to having a successful procurement experience. Below you will find many useful reference materials, Web site assistants, and online procurement tutorials.

eBid Help and Reference Materials

[Click to view Help and Reference Materials for eBid](#)

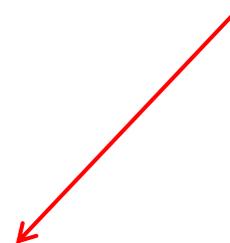
State Procurement Reference Materials

--Make a selection--

--Make a selection--

- Achieving World-Class Performance
- Advantage Ohio
- Bid District Map
- Catalog of Bio-Based Products
- Executive Order 2011-12K - Offshoring Forms
- Food Manual
- Instructions to Bidders & Contract Terms and Conditions
- DAS Directive GS-D-12, Procurement Procedures
- DAS State Procurement MBE Set-Aside for FY12
- Ohio Contract Management Portal Guide
- Reverse Auction Instructions to Bidders & Terms and Conditions
- State of Ohio Spend Assessment
- State Procurement Handbook
- Vendor Handbook
- Web Site Disclaimer

Select an option from the drop down menu.



for Contractors/Vendors

for Government Entities



The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.



Choose "FAQ"

- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
- MBE/EDGE Contracting
- Find It Fast
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- Forms
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- Comments/Questions
- Training/Tutorials
- Login



Procurement Frequently Asked Questions (FAQ)

Frequently Asked Questions (FAQ) are organized by subject. The number of questions in each subject area is provided in parenthesis. Search for a FAQ by selecting a subject, choosing 'List All Questions', or by entering a specific term using the Keyword search.

Subject Area:

- [Cannot find what you are looking for?](#) (1)
- [Contracts](#) (1)
- [General Inquiries](#) (29)
- [How to get documents](#) (1)
- [Invitations to Bid \(ITB\)](#) (1)
- [Master Maintenance Agreements \(MMA\)](#) (1)
- [State Term Schedules \(STS\)](#) (3)
- [Where to get forms](#) (1)

Choose from one of the subject links



by **Keyword:**

- Procurement Home
- What's New
- Selling to the State
- Current Contracts
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials

for Contractors/Vendors

for Government Entities



The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.



Choose "Forms"

- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
- MBE/EDGE Contracting
- Find It Fast
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- Web Links
- Comments/Questions
- Training/Tutorials
- Login

for Contractors/Vendors

for Government Entities



Procurement Forms

Forms related to State Procurement are listed below. Click on the name to view the form.

Agency Forms

- [Cost Per Copy Program](#)
- [Department Head Authorization for Encumbering Documents](#)
- [Master Financing Agreement](#)
- [Master Leasing Agreement](#)
- [Natural Gas Enrollment Form](#)
- [Request for Single or Multifunction Print Device](#)
- [Request to Purchase](#)
- [Request to Purchase FAQs](#)
- [State Purchasing List Serv](#)
- [State Purchasing Term Contract Survey \(ADM 3284\)](#)
- [Vendor Performance \(CTV and Performance Survey\)](#)

Vendor Forms

- [Affirmation and Disclosure Form for EO2011-12K](#)
- [Blanket Certificate of Exemption](#)
- [Declaration Regarding Material Assistance Forms](#)
- [EDGE Participation Form](#)
- [EDGE Participation/Demonstration of Good Faith Form](#)
- [Federal W-8 Tax Information Form](#)
- [Federal W-9 Tax Information Form](#)
- [Ohio Contract Management Portal](#)
- [Ohio Shared Services - New Vendor Form](#)

[Back to Previous Page](#)

Choose
from a list
of agency
or vendor
forms

[Procurement Home](#)

[What's New](#)

[Selling to the State](#)

[Current Contracts](#)

[Find It Fast](#)

[Procurement Contacts](#)

[Help & Reference Materials](#)

[FAQ](#)

[Forms](#)

[Web Links](#)

[Comments/Questions](#)

[Training/Tutorials](#)

for Contractors/Vendors

for Government Entities



The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.

- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
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- Web Links
- Comments/Questions
- Training/Tutorials
- Login



Choose "Web Links"

for Contractors/Vendors

for Government Entities



Procurement Web Sites

Web sites related to State Procurement are listed below. Click on the name to visit to site.

Related Web Sites

- [Central Ohio Organization of Public Purchasers \(COOPP\)](#)
- [Cooperative Purchasing Members by County or District](#)
- [Cooperative Purchasing Program \(CO-OP\)](#)
- [Daily Journals of the Senate and House of Representatives](#)
- [Department of Administrative Services Home Page](#)
- [Department of Development - Division of Minority Affairs](#)
- [Disability.gov](#)
- [DMA Pre-Certification Verification](#)
- [Equal Opportunity Division](#)
- [Inter-University Council Purchasing Group \(IUC\)](#)
- [National Association of State Procurement Officials \(NASPO\)](#)
- [National Institute of Governmental Purchasing \(NIGP\)](#)
- [OAKS \(Ohio Administrative Knowledge System\)](#)
- [Office of State Printing and Standards](#)
- [Ohio Business Gateway](#)
- [Ohio Citizen Corps Sign-Up](#)
- [Ohio Community Rehabilitation Program](#)
- [Ohio Contract Management Portal](#)
- [Ohio Department of Transportation Purchasing Services](#)
- [Ohio Penal Industries](#)
- [Ohio, Indiana, Northern Kentucky \(OINK\) Purchasing Group](#)
- [Southwest Ohio Purchasers for Government \(SWOP4G\)](#)
- [State of Ohio Home Page](#)
- [State Procurement User Group](#)
- [Think Ohio First](#)
- [United States Small Business Administration](#)
- [Universal Public Purchasing Certification Council](#)

Choose
from one of
the links
listed

[Back to Previous Page](#)

for Contractors/Vendors

for Government Entities



The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.

Choose "Comments and Questions"



- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
- MBE/EDGE Contracting
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials
- Login

for **Contractors/Vendors**

for **Government Entities**

for **State Employees**



Comments & Questions

Enter the requested information below and click the [Submit] button to send a Comment and/or Question regarding this website. General Comments & Questions are directed to and reviewed by the Webmaster. Inquiries specific to a Procurement Opportunity must be submitted via the [Submit Inquiry] utility located on the Procurement Opportunity Details Page.

Personal Information

First Name:

Last Name:

Company Name:

Phone Number:

E-Mail Address:

Comments/Question:

Enter Text here:

Submit

Clear

Comments and questions may be submitted via the form or by calling (614) 466-5090



The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.

Choose "Training and Tutorials"



- Cooperative Purchasing Program
- Community Rehabilitation Program
- OAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
- MBE/EDGE Contracting
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials
- Login



State Procurement Web Site Tutorials

Listed below are several tutorials designed to assist you with using the Web site to find contract and/or opportunity information.

"How Do I?" Tutorials for Opportunities

"How Do I?" Tutorials for Contracts

"How Do I?" General Tutorials

Choose a subject from one of the drop down menus.

- What's New
- Selling to the State
- Current Contracts
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials

[Back to State Procurement Help and Reference Materials](#)

[Return to State Procurement Home](#)



- Cooperative Purchasing Program
- Community Rehabilitation Program
- DAKS Information
- What's New
- Think Ohio First Score Card
- Selling to the State
- Current Contracts
- MBE/EDGE Contracting

- Find It Fast
- Procurement Contacts
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The State of Ohio's Procurement Web site provides access to bid opportunities and contract award information for supplies and services from all levels of state government.

To post your procurement opportunity,
choose "Login"



State Procurement User Login

This page provides state agencies access to post bid opportunities and contracts. Only state agencies can utilize this login page.

To post opportunities and contracts a User Login ID and Password is required. If you have not yet registered and received a Login and Password please select the "New user? Sign Up..." below.

Login Name :

Password :

New user? [Sign Up...](#)

- 
- Find It Fast
- Procurement Contacts
- Help & Reference Materials
- FAQ
- Forms
- Web Links
- Comments/Questions
- Training/Tutorials

QUESTIONS



Next on the Agenda

Overview of the Vendor Registration and Bid Notification Systems

Krista Holcombe, OAKS Support Specialist
Department of Administrative Services /
FIN Program Management Office

How do I register?

www.ohio.gov/procure

Ohio.gov
So much to Discover!

State Procurement

for **Contractors/Vendors** for **Government Entities** for **State Employees** for **the Public**

State Procurement

- What's New **HELP**
- Selling to the State** **HELP**
- Current Contracts **HELP**

The State of Ohio Procurement Web site displays all procurement opportunities and supplies and services contract information administered by the Department of Administrative Services (DAS) and the Office of Information Technology (OIT). These agencies issue all major procurement opportunities and negotiate all contracts displayed unless otherwise noted.

state home OIT home DAS home site map contact DAS search Ohio.gov privacy policy

Registration

The screenshot displays the OhioDAS State Procurement website. At the top left is the Ohio.gov logo with the tagline "So much to Discover!". The main header is "State Procurement" with navigation tabs for "Contractors/Vendors", "Government Entities", "State Employees", and "the Public". A left sidebar contains a navigation menu with items like "Procurement Opportunities", "eBid Registration/Login", and "Login". The main content area features a "Selling to the State" section with a woman at a computer and a map of Ohio. A vertical list of buttons includes "Procurement Opportunities", "Construction Opportunities", "eBid Registration/Log In" (highlighted with a red arrow), "State Term Schedules (STS)", "Master Maintenance (MMA)", and "MBE and EDGE". Each button has a "HELP" link. The footer contains links for "state home", "OIT home", "DAS home", "site map", "contact DAS", "search Ohio.gov", and "privacy policy".

Registration

eBid Vendor and Bidder Notice

The Department of Administrative Services (DAS) is required, by law, to advertise intended purchases for the benefit of competing persons producing or dealing in the supplies or services to be purchased. These intended purchases are listed in an electronic Bid Bulletin maintained on the Procurement Services web site and may be accessed by any interested party.

As a courtesy, DAS will provide electronic notice of such purchases to any bidder who has registered with DAS for the respective supplies or services. This registration does not include opportunities for the architectural, engineering and construction industry. To obtain more information on current bid opportunities for that area please visit the Office of the State Architect web site at <http://www.ohio.gov/sao>.

The Office of Procurement Services is the division of DAS responsible for the registration process. Please provide all required information to complete the application process. Once you have completed the registration process using your user id and password you will be able to maintain your registration information online.

Special Note: DAS will provide notice of intended purchases via e-mail. It is imperative that you provide the correct e-mail address.

By continuing to the eBid Registration / Login page, you acknowledge and accept the above notice.

[Continue to the eBid Registration / Login Page](#)

Need help or would you like to know more about the State of Ohio's eBid System? Please follow the links below:

[eBid FAQs](#) | [eBid Bidder Registration Demo](#) | [eBid User Guide](#) | [Forgot Your Password?](#) | [Additional Help](#)

Registration

The screenshot shows the OAKS eBid Registration web application. At the top left is the OAKS Financials logo. The main navigation bar includes 'Home' and 'Sign out' links, and a 'Help' link in the top right corner. On the left side, there is a window titled 'eBid Login Image' containing a photograph of two business women looking at a laptop. The main content area is titled 'Bidder Login' and contains a 'Welcome to OAKS eBid' message. Below the message are input fields for 'User ID' and 'Password', and a 'Sign In' button. There are three links: 'Vendor Job Aid', 'Register as a Sourcing Bidder' (highlighted with a red arrow), and 'Forgot Password'. At the bottom of the main content area is a disclaimer about the system's use. Below the main content area is a 'Help Desk' window providing contact information for the OAKS Help Desk, including email, phone numbers, and hours of live support.

Financials | OAKS eBid Registration | Home | Sign out | Help

eBid Login Image

Bidder Login

Welcome to OAKS eBid

OAKS eBid is part of the new eStrategic Sourcing (eSS) Module implemented by the Department of Administration Services, Office of Procurement Services. The bidder registration system provides bidders the opportunity to register by commodity codes, for goods or services they can provide. Notices of bid events are then emailed to registrants and after logging into the system, the bidder can update their registration and respond to bid events electronically.

User ID:

Password:

[Vendor Job Aid](#)

[Register as a Sourcing Bidder](#)

Click here to register as a bidder and to access bid opportunities

[Forgot Password](#)

OAKS is a State of Ohio Computer system, which may be accessed and used only for official state business by authorized personnel. Unauthorized access or use of this computer system may subject violators to Criminal, Civil, and/or administrative action.

Help Desk

If you need assistance or have a question about Bidder Registration, please contact the OAKS Help Desk.

E-mail: oaks_helpdesk@oaks.state.oh.us
Phone: 614-644-6625 or 1-888-OhioOAKS (1-888-644-6625)

Hours of Live Support
7am – 5pm Monday - Friday
Unavailable Saturday and Sunday
and [State observed holidays](#)

If you would like to email the OAKS Help Desk after normal business hours, an OAKS staff member will respond to your inquiry the following business day.

System Availability:
8am - Midnight
Unavailable Sundays

Registration

The image shows two overlapping screenshots of the OhioDAS Bidder Registration process. The top screenshot is Step 1: Preliminary information. It features the 'COAKS Financials' logo and asks the user to select between 'Business' (selected) and 'Individual'. A 'Next >>' button is visible. The bottom screenshot is Step 2: User Account Setup. It includes a 'Delete' link, a 'Company Name' field, a 'URL' field, and a 'User Information' section with fields for First Name, Last Name, Title, Email ID, Telephone, Ext, Fax, and User ID. Below this is an 'Other Contact Info (Optional)' section with 'Personalization Information' including 'Time Zone' and 'Currency Code' (set to USD). Navigation buttons include '<< Back', 'Next >>', 'Save and Add Another User', and 'Cancel Registration'.

Bidder Registration

Step 1 of 8: Preliminary information.

These questions will determine the type of bidder you will become.

1. Welcome to the State of Ohio Bidder Registration. Default type will be 'Business'.

Business
 Individual

[Next >>](#)

* Required Field

Bidder Registration

Step 2 of 8: User Account Setup

Begin creating your user account here. Note that you may register other users for your company in addition to yourself. To create additional accounts for other users, click "Save and Add Another User" to expand the form.

*Company Name

URL: http://

User Information

*First Name [Delete](#)

*Last Name

Title

*Email ID

*Telephone Ext

Fax

*User ID (User's account login name.)

Other Contact Info (Optional)

Personalization Information

Time Zone

Currency Code US Dollar

[Save and Add Another User](#)

[<< Back](#) [Next >>](#) [Cancel Registration](#)

Begin the 8-step registration process by clicking "Next" in Step 1.

Enter your Company Name and User Information in Step 2.

Registration

Bidder Registration

Step 3 of 8: Primary Address

Please provide a Primary Address for your company. If your company has multiple site locations, the Primary Address would be the main headquarters.

Primary Address

Country: United States [Change Country](#)

*Address 1:
Address 2:
Address 3:
*City:
County:
*State:

<< Back Next >>

* Required Field

Bidder Registration

Step 4 of 8: Confirm Primary Address

The Primary Address you have entered for Yago Training Solutions is:

214 OAK Street
Columbus, Ohio 43228, United States

If you need to make corrections, click the Back button and edit your fields.

<< Back Bidder Registration

* Required Field Step 5 of 8: Address Contacts

Your primary address and contact is below.

User Name	Designate as Contact for
Isaac Nye	Primary Address

<< Back Next >> Cancel Registration

* Required Field

Enter the Primary Address for your company in Step 3.

Confirm Primary Address entry in Step 4.

Confirm the User Name in Step 5.

Registration

Bidder Registration

Step 6 of 8: Additional Classification Information

Please fill out the following information. This information allows us to more accurately tailor the Sourcing process with your business.

Standard ID Numbers

Identification Type	ID Number
1 *TIN/SSN	<input type="text"/>

SIC Codes - UNSPSC - United Nation

Standard Industry Code	Description
<input type="text"/>	

Bidder Registration

Step 7 of 8: Categorization Information

You have the option to select one or more categories that best describe your organization's bidding interests. Selecting specific categories may qualify you to receive notifications for future events that match your interests. There is no obligation to check any boxes, but doing so could result in more notifications of bid events. By selecting no categories, you remain eligible to participate in all public events posted on this website.

It is recommended that you select the category that matches the UNSPS Code(s) you selected in Step 6. Example: If you selected UNSPS Code 13121900, you should select category 13000000.

For best performance, please pause briefly after checking each selection box.

[Check all](#) [Uncheck all](#)

Self Categorization Tree

- Sourcing - Sourcing Categories
 - Sell Categories
 - 10000000 - Live Plant and Animal Materia
 - 11000000 - Mineral, Textile, Inedible Ma
 - 14000000 - Paper Materials and Products
 - 15000000 - Fuels, Fuel Additives, Lubric

Enter your company's Tax ID Number & UNSPSC Classification codes in Step 6.

Select Sourcing Categories in Step 7.

Registration

Bidder Registration

Step 8 of 8: Terms and Conditions

Make sure you read the terms and conditions fully before continuing.

I agree to be bound by the following Terms and Conditions:

1. The Department of Administrative Services (DAS) is required, by law, to advertise intended purchases for the benefit of competing persons producing or dealing in the supplies or services to be purchased. These intended purchases are listed in an electronic Bid Bulletin maintained on the Procurement Services web site and may be accessed by any interested party.

As a courtesy, DAS will provide electronic notice of such purchases to any bidder who has registered with DAS for the respective supplies or services. This registration does not include opportunities for the architectural, engineering and construction industry. To obtain more information on current

<< Back

Finish

Cancel Registration

* Required Field

Complete your Registration by agreeing to the Terms & Conditions in Step 8 and click “Finish”.

A page will display stating that Bidder Registration was Successful.

An email will follow containing your User ID and Password.

UNSPSC Bidder and Vendor Query

OAKS Navigation: Reporting Tools > Query > Query Viewer

Query Name: OH_SS_UNSPSC_BIDDER_VENDOR

The screenshot displays the OAKS Financials web application interface. On the left is a navigation menu with categories like 'My Favorites', 'Employee Self-Service', and 'eProcurement'. The main content area is titled 'Query Viewer' and contains a search instruction: 'Enter any information you have and click Search. Leave fields blank for a list of all values.' Below this, the search criteria are set to '*Search By: Query Name' with a dropdown arrow, followed by 'begins with' and a text input field containing 'OH_SS_UNSPSC_BIDDER_VENDOR'. At the bottom of the search section, there is a yellow 'Search' button and a blue link for 'Advanced Search'. The top right of the page features navigation links for 'Home', 'Worklist', 'Add to Favorites', and 'Sign o', along with utility links for 'New Window', 'Help', and 'Customize Page'.

UNSPSC Bidder and Vendor Query Job Aid

myOhio:

https://myohio.oaks.ohio.gov/psp/PAPRD/EMPLOYEE/EMPL/h/?tab=OH_FIN_HOME

The screenshot displays the myOhio website interface. At the top left is the myOhio logo. To its right is a search bar with the text "myOhio.gov" and a "Go" button. Below the search bar is a navigation menu with items: Home, Health & Benefits, Career Resources, Employee Phone Search, Help, and Ohio.gov. The main content area is divided into several sections:

- OAKS System Alerts:** Contains "BI / EPM System Alerts" with a link to "BI / EPM System Alerts Archive" and "FIN System Alerts" with a link to "FIN System Alerts Archive".
- Financials:** Includes "Financials News" with "General Announcements" (link to "General Announcements Archive") and "Training News" (link to "Training News Archive").
- Employee Signon:** A sign-in box with fields for "User ID:" and "Password:", a "Sign In" button, and links for "Forgot Password" and "Contact Info".
- Financials Job Aids:** A list of job aids including AM - Asset Management, AP - Accounts Payable, AR - Accounts Receivable, BD - Budget, BI - Business Intelligence, GL - General Ledger, PO - Purchasing, and eBid - Strategic Sourcing. It also includes links for adding extensions to a Reverse Auction Event, adding sourcing event templates, allowing price breaks in an event, approving events, buy preference no case quantity bid factor group, buy preference with case qty bid factor group, clearing internet cache files, collaborating on an event award, and how to minimize search results.
- Financials Training Materials:** A list of training materials including AM - Asset Management, AP - Accounts Payable, AR - Accounts Receivable, ARRA - American Reinvestment and Recovery Act, BD - Biennial Budget, DW - Data Warehouse, ELM, GL - General Ledger, ISTV - Intrastate Transfer Vouchers, PO - Purchasing, Prerequisite Courses, eBid - Strategic Sourcing, and ePro - eProcurement.
- OAKS Quick Access:** A list of quick access links including Business Intelligence (BI Home), Customer Relationship Mgmt (CRM Home), Enterprise Learning Management (ELM Home), Financials (FIN Home), and Human Capital Management (HCM Home).
- Financials Quick Links:** A list of quick links including Procedures/How-to, Payment Card Information, Financials Process Manual, GL Payroll Corrections Manual, and ORM Web Page.

For questions related to eBid Registration
or the UNSPSC Bidder & Vendor Query,
contact the OAKS Help Desk:

1-888-644-6625

or email

oaks.helpdesk@oaks.state.oh.us

A Few Reminders...

- Please remember to complete your evaluation form before you leave today. They will be collected as you leave the auditorium.
- Our webinar audience can email them to sinuon.todd@das.state.oh.us
- This webinar has been recorded and can be viewed in its entirety on our website @ <http://procure.ohio.gov/PDF/SPUG/SPUG.HTM>

Thanks for attending today!

This concludes today's webinar meeting.

Have a great afternoon!

