

2003 DEMAND START / SAN DIEGO TALK



Oxford

ESSELTE

NO. R752 1/3

10%



www.apwa.net

September 18, 2003

James Pierce
City of Addison
Dept of Public Works
PO Box 9010
Addison, TX 75001-9010

Dear James:

Thank you for speaking at the 2003 American Public Works Association International Public Works Congress & Exposition in San Diego, California. Our goal to create a collaborative exchange of knowledge and information was achieved thanks to people like you. Your willingness to share your expertise contributed to making this year's conference a valuable learning experience for all.

A summary of the participant evaluations for your session is enclosed. We hope that this feedback will assist you in measuring your effectiveness and in preparing for future presentations.

Once again, thank you for your contribution to the success of the program. If you have any comments or suggestions about how we might better serve speakers at future APWA events, please contact me at kwilson@apwa.net.

Sincerely,

Karen Wilson
Education Program Manager

P.S. DON'T FORGET THAT THE DEADLINE FOR SUBMISSION FOR PROPOSALS TO SPEAK AT THE 2004 APWA CONGRESS IS SEPTEMBER 30, 2003! YOU MAY SUBMIT A PROPOSAL ONLINE BY VISITING <http://www.apwa.net/meetings/congress/2004/CallforPresentations/speaker.asp>.

IF YOU HAVE QUESTIONS ABOUT THE SUBMISSION PROCESS, PLEASE GIVE ME A CALL AT (816) 472-6100.

American Public Works Association
2345 Grand Boulevard, Suite 500
Kansas City, MO 64108-2641
p: (816) 472-6100
p: (800) 848-APWA
f: (816) 472-1610

1401 K Street, NW, 11th Floor
Washington, DC 20005
p: (202) 408-9541
f: (202) 408-9542

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Transportation Services Manager
Gresham, Smith & Partners
Nashville, Tennessee

EXECUTIVE DIRECTOR
Peter B. King

Online Design Information, Bidding and Contracting

Start attendees: 48
 End attendees: 44
 Total evaluations: 31

Date: 8/27/2003
 Time: 9:30:00 AM - 10:45:00 AM

<u>Speaker</u>						<u>Recommend</u>	
	<u>Poor</u>	<u>Fair</u>	<u>Good</u>	<u>Excellent</u>	<u>Yes</u>	<u>No</u>	
James Pierce	2 7%	9 31%	13 45%	5 17%	17 74%	6 26%	
Sherri McIntyre	1 4%	3 11%	17 61%	7 25%	22 92%	2 8%	
Alicia Nakamoto	0 0%	0 0%	18 62%	11 38%	25 100%	0 0%	

Why did you choose to attend this session?

Had no previous knowledge of the topic and wanted to learn something about it.	10	32%
Wanted to hear speaker because of his/her reputation and/or expertise	1	3%
Needed to know what the competition is doing in this program area	15	48%
Needed an update on the subject	8	26%
My employer/peers requested that I bring information back on this subject	1	3%
Other	2	6%

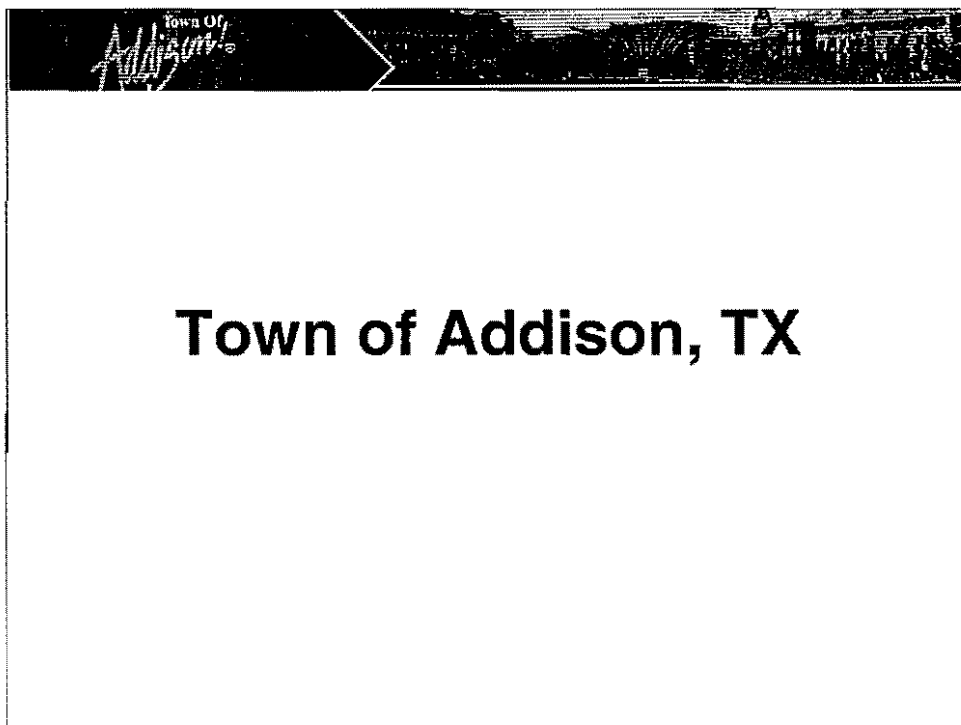
<u>Session Content</u>	<u>Strongly Disagree</u>		<u>Disagree</u>		<u>Neutral</u>		<u>Agree</u>		<u>Strongly Agree</u>	
	1		2		3		4		5	
Did you learn something that you will be able to apply in your job?	0	0%	0	0%	2	6%	17	55%	12	39%
Would you attend a session on this topic at next year's Congress?	0	0%	0	0%	7	23%	16	52%	8	26%
Did the content match the description that was written in the program?	0	0%	0	0%	1	3%	22	73%	7	23%
How likely would you attend a full-day workshop on this topic?	2	6%	4	13%	12	39%	9	29%	4	13%


Comments

- James Pierce should have slides to match handouts
- Presentation did not flow; did not prepare before hand. Handouts did not match presentation - good topic, poor presentation.
- Jim's presentation was a little scattered hard to follow. Sherri's presentation was good but covered a lot of territory, not quite focused on the advertised topic.
- Slides in handout did not follow presentation. - seems that slide controller did not practice with speaker to know when to flip.

JIM

②





Town of Addison

History

- Advertise in the newspaper
- Fax bids
- Call for quotes
- Mail Bids
- Copy/Mail Blueprints
- Manual process tracked on local computers and file cabinets

How the Town of Addison did business before going online

Online Contracting and Procurement Goals

- Increase the competition for projects and bids
- Create a level playing field for suppliers to work with the Town of Addison
- Enhance web presence
- Outsource vendor database maintenance
- Minimize time spent on preparing and responding to bids and solicitations
- Reduce costs associated with bidding process

What were the goals of the Town of Addison when evaluating a system



Process to Electronic

- Evaluate systems
 - Customized software solution
 - Too expensive
 - Too time consuming
 - In-house solution
 - IT time
 - Too expensive
 - DemandStar by Onvia
 - Complete solution at no cost to agency

Walk through your evaluation when looking to go online



Decision- DemandStar

- Automatic notification of bids and quotes to over 50,000 suppliers
- Provide document fulfillment services
 - Reducing costs for blueprint reproduction as well as administrative time managing process
- **No cost to agency**
- Quick utilization of the system

Why the Town of Addison signed on with DemandStar

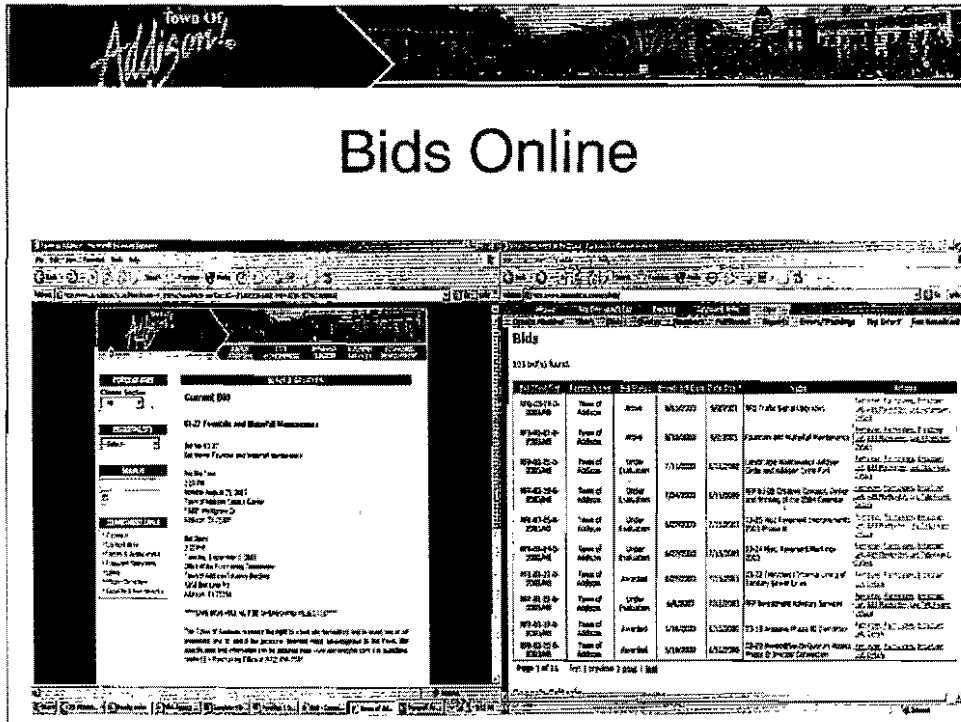
- Automatic notification of bids and quotes to over 50,000 suppliers
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- Quick utilization of the system

Decision- DemandStar- con't

- Ability to view planholders
 - Date/time stamp
 - Method of distribution ie. downloaded, picked up
- Automatic addenda notification
- Online presence 24/7
 - Contractors can go and download bid specs any time
 - Blueprints are available to view and purchase online
- Simple, easy to use, browser-based technology
 - no software or significant training

Reasons why you went with DemandStar...listed on slide

- Ability to view planholders
 - Date/time stamp
 - Method of distribution ie. downloaded, picked up
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- Online presence 24/7
 - Contractors can go and download bid specs any time
 - Blueprints are available to view and purchase online
- Simple, easy to use, browser-based technology – no software or significant training



Here's a screen shot of the Town of Addison's bid page and the page when you click on active bids to DemandStar

\$ Saved by increasing competition

The screenshot shows a bid listing for 'Town of Addison' with a bid sheet and bid details. The bid sheet includes the following data:

ITEM	QTY	UNIT	AMOUNT	TOTAL
Structural Steel Joists	1	EA	114	\$114,000.00
Steel Deck	1	EA	104,320	\$104,320.00
Metal Roofing	1	EA	112,000.00	\$112,000.00

Below the bid sheet, the following bid details are visible:

- Item Name:** 268 SUPPLIERS NOTIFIED (3 Pages, Complete)
- Item Code:** 09-22-044 Lab (1 Page, Complete)
- Commodity Code:**
 - 09-040-03 - Construction, Lab Supply (Including Fuel, Airfare and Airfare)
 - 09-040-02 - Construction, Energy and Safety (Including Fuel, Airfare and Airfare)
 - 09-040-04 - Construction, Travel, Public, Other (Including Fuel, Airfare and Airfare)
 - 09-040-05 - OTHER & OTHER SUPPLY CODES
 - 09-040-06 - POWER INSTALLATION
- Supplier:** 268 SUPPLIERS NOTIFIED
- Message Bid Cost:** 0 Documents need pricing approval
- Est. Doc. Price:** None
- Est. Package:** Legal Envelope - 0.133084991375 lbs (1)

268 suppliers notified, 5 planholders, 3 responses
High bid: \$212,400 Low bid: 104,320
Variance: \$108,080!

Here's an example of a bid that was broadcast on 6/27

Due 7/15

Awarded 7/15

Posted all information online. If vendors want access to this public information, we tell them we've posted all of the information online.

Significantly increased competition. We now have access to suppliers we didn't even know existed. Only the ones interested respond. So on this particular bid, we had 268 suppliers notified, 5 suppliers downloaded the bid and 3 planholders responded. As you can see on the awarded tab sheet, there was a variance of \$108,080!

This is a perfect example of why we are utilizing e-procurement. Bottomline, tax-payer dollars are saved and all of our purchasing information is public.

Questions

Questions

How many municipalities are members ?

How many vendors " " ?

Success = Vendors

When you go into an area, how do you get

vendors to sign up

Put shorter (smaller) ads in the paper

Does our web site direct bidders

Advantages:

- Saves Administrative time. Eliminates hundreds of phone calls — who got the bid, what was the amount — Bid Tabulations are posted so vendors can get it from that source. Awards are posted too
 - We get broader notification of our needs, easier. Previously after an ad was placed, we would fax out notifications to vendors we thought would be interested. We don't do this anymore
 - Sub can see who the planholders are — we don't have to tell them
 - Addenda are distributed via the system. Previously we would have to fax or mail to all plan holders. Saves \$
- We are happy with the system and recommend it, or one like it to everyone.

SPEECH OUTLINE

①

On-Line Design Information, Bidding and Contracting

Introduce self Asst Dir of Public Works, P.E.

went to Ga Tech, lots of consulting experience,
entered the Public Sector 6 yrs ago by going
to work for the Town of Addison, Texas.

Give Info on Town of Addison:

Suburb of Dallas - NW of Dallas

4.5 sq. miles in area with a General Aviation

14,000 people 150 restaurants (Airport)

lots of office, hotels & commercial property

The Town of Addison uses Demand Star

Demand Star is a Notification System and
an information system

How does it work? - The Town Signs up with Demand
Star - there is no cost to the Town to do so.
When we have a job going out for bid, our
purchasing dept. posts all of the pertinent
information on Demand Star. We can post
Requests for Qualifications (we have one on there
right now). We can also ask for quotes.
There is a "BID WIRE" and a "Quote Wire"

②.

Our purchasing department also uses Demand Star for all of the things the Town purchases - from Soup to nuts.

Vendors that are interested in doing business with the town (includes contractors and engineering firms) sign up for the service. To get notified about all of the activity in Dallas County costs \$30^{\$50} per year. For the whole state of Texas costs about \$500/year.

Vendors put in the commodity codes (like SIC codes) for the type of work or type of materials that they can supply.

When we post a job, we put in the commodity codes that are applicable to that type of service required. Demand Star then notifies all of the vendors with that commodity code, or codes, of our request for Bids, or quotes. The Town can make purchases up to \$25,000 using quotes. Projects over \$25,000 must be bid, and the bids must be advertised for in the legal section of the newspaper. Our purchasing department is trying to get rid of that requirement.

The vendor then fills in the information requested for the quote, or submits his/her formal bid to the purchasing department.

Questions

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Education Assistant

American Public Works Association
2345 Grand Avenue, Suite 500
Kansas City, MO 64108

816.472.6100 ext. 3540
www.apwa.net

Advantages:

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Jim Pierce

From: Jessica Reeves [jreeves@APWA.NET]
Sent: Thursday, June 05, 2003 3:39 PM
To: sherri_mcintyre@kcmo.org; Jim Pierce
Cc: larry_frevert@kcmo.org; Karen Wilson; Laura Defenbaugh
Subject: 2003 Congress Session #482 - Gordon MacMillan
Importance: High

Sherri & Jim:

I spoke with Gordon MacMillan from the City of Toronto this morning. He has indicated that he will be unable to speak in your session, "Online Design Information, Bidding and Contracting," at this year's Congress. Gordon informed me that due to some unforeseen city-wide circumstances, he has not developed the program that he had intended and will therefore be unable to speak on the subject. He has also put in a call to Larry Frevert to inform him of this change.

As for your session, at this point we would suggest that the time originally allotted to Gordon be divided up between the two of you. Your time block is 75 minutes on Wednesday, August 27. The other option would be to find another speaker to replace Gordon. He stated that since the program hasn't been developed, the city would really not be able to send anyone at this time.

If you have any questions about your session, please feel free to contact Karen Wilson at kwilson@apwa.net or Laura Defenbaugh at ldefenbaugh@apwa.net

Thanks,

Jessica Reeves
Education Assistant

American Public Works Association
2345 Grand Avenue, Suite 500
Kansas City, MO 64108
816.472.6100 ext. 3540
www.apwa.net

2003 International Congress & Exposition
The Best Show in Public Works
August 24-27, 2003 San Diego, CA

SPEECH OUTLINE

①

On-Line Design Information, Bidding and Contracting

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went to Ga Tech, lots of consulting experience,
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information on Demand Star. We can post
Requests for Qualifications (we have one on there
right now). We can also ask for quotes.
There is a "BID WIRE" and a "Quote Wire"

Please let me hear from you by the end of the week regarding the marketing statement and Wayne and Jim, we need more speaker's information details for you. Dick, we also need this for the IZOIC representative.

Thanks,
Larry Frevert

----- Forwarded by Larry Frevert/pw/kcmo on 12/16/2002 10:27 AM -----

"Jessica Reeves"
<jreeves@APWA.NET>

To: <larry_frevert@kcmo.org>
cc:
Subject: Congratulations! Your 2003

APWA Congress

12/16/2002 09:49 AM

Proposal was Accepted

TO: Larry Frevert

Congratulations! Your proposal "On-Line Design Information, Bidding and Contracting" has been selected to be presented at APWA's International Public Works Congress & Exposition, August 24-27, 2003 in San Diego, CA. It was assigned to the APWA database as 482. In all future contacts with us, please use this database code.

REQUIRED ACTION:

1. Please review the marketing paragraph below. This was written based on the information you submitted in your proposal and will be included in the marketing materials for the 2003 Congress.

Our goal was to be as brief as possible and still be true to the content and context of your session. By this Friday, December 20, 2002 -- please email kwilson@apwa.net indicating your agreement with the marketing description of your session.

(Please note: your session title may have been shortened or changed to better reflect the content of your session. Also, the date and time of the session is subject to change. We apologize if your session time is shorter than you'd requested; we have a limited number of longer time frames available.)

482

On-Line Design Information, Bidding and Contracting

②

Our purchasing department also uses Demand Star for all of the things the Town purchases - from Soup to nuts.

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The vendor then fills in the information requested for the quote, or submits his/her formal bid to the purchasing department.

Jim Pierce

From: Jim Pierce
Sent: Wednesday, January 15, 2003 5:02 PM
To: 'Larry_Frevert@kcmo.org'
Cc: Michael Murphy
Subject: RE: Congratulations! Your 2003 APWA Congress Proposal was Accepted

Larry: As of right now I plan to attend the meeting in San Diego. Additional info on me:
Speaker Name: Jim Pierce, P.E.
Title: Assistant Public Works Director
Address: P.O. Box 9010, Addison, TX 75001-9010
Phone: 972-450-2879
Fax: 972-450-2837
E-mail: jpierce@ci.addison.tx.us

Please let me know if you need more info. Jim.

-----Original Message-----

From: Larry_Frevert@kcmo.org [mailto:Larry_Frevert@kcmo.org]
Sent: Monday, December 16, 2002 10:46 AM
To: Sherri_McIntyre@kcmo.org; wgreen@city.toronto.on.ca;
jpierce@ci.addison.tx.us
Cc: rkuykendall@izoic.com; kurt.a.corey@ci.eugene.or.us
Subject: Congratulations! Your 2003 APWA Congress Proposal was Accepted

This morning, I received the attached notice that the proposal submitted with the three of you identified as speakers (and a fourth potential speaker from IZOIC) had been accepted for presentation at the 2003 APWA Congress in San Diego, next August. This proposal was one of the "Guaranteed Sessions" recommended by last year's APWA Engineering and Technology Committee. I chaired that committee last year and the current chair is Kurt Corey of Eugene, OR. The proposal submitted was:

(See attached file: 2003 Congress Education Session Proposal ~ on line engineering.doc)

Please advise if you will be able to attend this year's APWA Congress and make this presentation. I don't yet know the schedule of this presentation and as you can see, APWA does not pay expenses for speakers to attend and present.

I believe the marketing materials description is pretty accurate yet sufficiently generic to give you latitude for covering your subject. Please advise if you agree with this language or would like some changes made.

Dick, when we discussed including IZOIC in this presentation, we discussed some names but didn't identify a specific speaker. With the word that the session has been selected, we need to get a speaker lined up. Please advise who will represent IZOIC and make this presentation.

Finally, since I am no longer on the Engineering and Technology Committee, my preference would be for one of you to "take the lead" on this effort and be the main contact. If however, you aren't comfortable with that, I will continue that responsibility unless the E&T Committee wants to coordinate (Kurt, please advise).

user: **Suh, Minok** organization: **Town of Addison**

[| Logout](#) | [Help](#)



[My DemandStar](#) [Buyers](#) [Account Info](#)
[Log Bid](#) [\[View Bids\]](#) [Log Quote](#) [View Quotes](#) [Supplier Search](#) [Reverse Auctions](#)
[Build Broadcast List](#)

Bid Details

Bid Information

[EDIT](#)

Agency: Town of Addison

Bid Type: Request for Bid

Bid Number: RFB-03-20-0-2003/MS

Bid Year: 2003

Bid Writer: Minok Suh

Bid Name: 03-20 Inwood/South Quorum Access Phase II: Inwood Connection

Bid Status: Under Evaluation

Bid Status Text: None

Award To:

Award Amount:

Due Date/Time: 6/10/2003

Broadcast Date: 5/16/2003

Bid Bond: 5%

Plan (blueprint) Distribution Options: Agency distributing plans

Distribution Method: Mail Order Only

Distributed By: Agency

Distribution Notes: Plans can be picked up from Purchasing Office or be requested for shipment if FedEx or Airborne Express account number is provided.

Scope of Work: This project consists of providing paving, storm sewer, and signalization improvements as shown on the plans and in accordance with the specifications.

Legal Ad

[VIEW](#)

Please select either the View or ~~Edit~~ ^{See} button to ~~manage~~ legal ad.

Pre-Bid Conference

MANDATORY
May 28, 2003
2:00PM
Service Center
16801 Westgrove Dr
Addison, TX 75001

Publications

Northwest Morning News 5/16/2003
Northwest Morning News 5/23/2003

Documents

EDIT

Bid Package **03-20 addendum 1** (35 Pages, Complete)
Award **03-20 bid tab** (1 Page, Complete)

Commodity Codes

10

- ARC-912-23** - Construction, General (Backfill Services, Digging, Ditching, Road Grading, Rock Stabilization, etc.)
- ARC-913-13** - Construction, Bridge and Drawbridge (Includes Reconstruction/Rehabilitation)
- ARC-913-27** - Construction, Highway and Road
- ARC-913-45** - Construction, Sewer and Storm Drain
- ARC-913-50** - Construction, Street (Major and Residential) (Includes Reconstruction)
- ARC-913-95** - Paving/Resurfacing, Highway and Road
- ARC-913-96** - Paving/Resurfacing, Street (Major and Residential)
- ARC-914-00** - CONSTRUCTION SERVICES, TRADE (NEW CONSTRUCTION)
- ARC-909-00** - BUILDING CONSTRUCTION SERVICES, NEW
- SRV-968-42** - GENERAL CONSTRUCTION

Statistics

Planholders There are 27 planholders this bid —

Broadcast List 765 suppliers have been notified —

Supplemental Suppliers 0 Supplemental Suppliers

Filtered No

*We received 5 bids
Low bidder was \$438,800*

[<< Return](#)

When I log on to Demand Star I can view the following:

Second

Bids Near Due Date

Name of Project, Due Date, # of firms notified and # of plan holders the actual written request for bid, pre bid information (time, location), where ad was legally published, the bid specs, commodity codes used to broadcast the bid to subscribers

First

Bids Near Broadcast Date

Name of Project, Status (Active), Broadcast Date, ~~status~~ ^{Special} conditions for Broadcast Bid Type (RFQ, etc) Due Date & Time Date of Broadcast, Bid Bond Req'd, Plans Distribution Options, Distribution Method (Download & mail), Distribution Notes, Scope of Work, Legal Ad, Pre Bid Conference Info, Place of Legal Ad publication, Documents (Bid Package) and Commodity Codes Broadcast to

also have all of the same information for Quotes.

We can take quotes on projects/purchases for less than 25K. Over 25K must be on competitive sealed bid basis

We upload the specifications for the bid ③
or purchase. We can also upload the plans
electronically but have not actually done that
to date. We distribute plans to interested bidders
via CD. Addenda can also be uploaded into
the system. Vendors download the specs free.

Even vendors that are not subscribers to Demand
Star can go into the system to see what
Bids or Quotes are being solicited. They just
are not notified. They can download specs
and information for a nominal charge.

I would like to walk you through an example
of a construction job we recently posted on
Demand Star: (Read the Bid Details Sheet)

I will now explain what information I can see
at my desk for Bids that have been posted:

(Read the pencil sheet)

We upload the specifications for the bid ⁽³⁾
or purchase. We can also upload the plans
electronically but have not actually done that
to-date. We distribute plans to interested bidders
via CD. Addenda can also be uploaded into
the system. Vendors download the specs free.

Even vendors that are not subscribers to Demand
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Bids or Quotes are being solicited. They just
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Demand Star: (Read the Bid Details Sheet)

I will now explain what information I can see
at my desk for Bids that have been posted:

(Read the pencil sheet)

Jim Pierce

From: Larry_Frevert@kcmo.org
Sent: Monday, February 10, 2003 4:17 PM
To: Karen Wilson
Cc: kurt.a.corey@ci.eugene.or.us; Sherri_McIntyre@kcmo.org; gmacmill@toronto.ca; jpierce@ci.addison.tx.us
Subject: Re: APWA 2003 Congress - Please Submit Speaker Information

Karen, here are updates to our speaker list. Sherri McIntyre has agreed to provide some coordination to the list and I have left my name on since an Izoic - InfoLink speaker isn't possible. This group of presenters will visit further by phone or e-mail closer to Congress time and I'll either have a presentation part or I will narrate.

Session Title: On-Line Design Information, Bidding and Contracting

Speaker Information:

Sherri McIntyre, P.E.
Assistant City Engineer
Kansas City, MO Public Works Department
19th Floor - City Hall, 414 E. 12th Street
Kansas City, MO 64106
P: 816.513.2588
F: 816.513.2572
sherri_mcintyre@kcmo.org

Gord Mac Millan
Director of District Engineering Services
Technical Services Division
Works and Emergency Services Department
City of Toronto
55 John Street
Station 1180, 16th Floor
Toronto, Ontario M5V 3C6
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Jim Pierce, P.E.
Assistant Director
Addison Public Works Department
P.O. Box 9010
Addison, TX 75001-9010
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F: 972.450.2837
jpierce@ci.addison.tx.us

Larry Frevert, P.E.
Acting Director
Kansas City, MO Public Works Department
20th Floor - City Hall
414 E. 12th Street
Kansas City, MO 64106
P: 816.513.2618
F: 816.513.2615
larry_frevert@kcmo.org

Go to this web site to obtain:

Audio Visual Equipment Request Form

Roundtable Submission Form

Information on how to prepare handouts and the deadline for submission
Information about APWA, the Congress audience, and how to prepare your
presentation

Congress Registration

As a speaker at the conference, you must still register as an attendee. Specially coded "Speaker" registration forms will be included in the Congress Preview sent to you in the postal mail. It is important that you use only the specially coded form so that we may identify you as a speaker in the Registration Database.

If you are...

Attending only on the day of your presentation: If you are attending the conference only for the day of your presentation, your registration is complimentary. You still must complete a registration form so that you are entered into the conference database to receive a name badge. You must use the specially coded "Speaker" registration form in order to receive this complimentary offer.

Attending the entire Congress: If, however, you are attending the entire conference, you will need to pay the entire registration fee. APWA does not apply single-day compensation against full registration fees.

Registering as an Exhibitor: If your company is registering you as an Exhibitor's Representative, you do not have to register using the "Speaker" registration form. Just notify me by email and we'll make sure that both the speaker and exhibitor codes are noted in the database.

To register...

Use the Speaker Registration Form mailed to you with your Congress Preview.

Download the Speaker Registration Form from our Online Congress Speaker Information Center at:

<http://www.apwa.net/Meetings/Congress/2003/SpeakerInfo/>, print it out, and fax it to APWA.

COMING SOON: In the next few weeks, we will have online registration available for Congress Speakers! Check the Online Congress Speaker Information Center at:

<http://www.apwa.net/Meetings/Congress/2003/SpeakerInfo/>, for the latest updates!

Hotel/Airline Reservations

Information about discounted airline reservations and hotels are included in the Congress Preview. You are directly responsible for your travel expenses; APWA does not cover them. Please make your hotel reservation early, as premium hotel space goes quickly.

If You Must Cancel

Information about your presentation will be included in marketing materials and the Final Congress Program. Registrants expect and look forward to your presentation. If at any time you become unable to honor your commitment to participate, please notify Karen Wilson (kwilson@apwa.net). You will be asked to recruit a replacement speaker to assume your commitment.

Please contact me if you have any questions. We are looking forward to your presentation!

Jessica Reeves

American Public Works Association
2003 International Public Works Congress & Exposition
August 24-27, 2003 - San Diego, CA

*Confirmed
3-13-03
via
E-mail*

PLEASE CONFIRM YOUR AGREEMENT TO BE A SPEAKER AT THE 2003 APWA INTERNATIONAL CONGRESS & EXPOSITION. Just click "REPLY" and send a return email to Jessica Reeves (jreeves@apwa.net) indicating your agreement to speak AND that the contact information listed below is correct.

Speaker Confirmation:

Your name has been submitted as a speaker for the 2003 APWA International Public Works Congress & Exposition scheduled for August 24-27, 2003 in San Diego, CA. Please review the information below and check to make sure that we have correct and complete contact information for you.

This email also includes the following information:

- The title, date, and time of your presentation
- The web address of the Online Congress Speaker Information Center where you may obtain information about submission of the AV Request Form; deadline for handout submission, submission of Roundtable Session ideas, information about APWA.

Speaker Information:

Name: Mr. Larry W. Frevert
Title: Acting Director of Public Works
Company/Agency: City of Kansas City
Address: 20th Fl, City Hall, 414 E 12th St, Kansas City, MO 64106
Phone: (816) 513-2618
Fax: (816) 513-2615
Email: larry_frevert@kcmo.org

If this contact information is incorrect, please make the needed changes before clicking "REPLY" and confirming your agreement to be a speaker. Also, be sure to notify us if you have any address or email address changes in the coming months. Deadline reminders and other communication will be sent to you by email so it is essential that we have the correct information about you.

Presentation Schedule:

Session Title: Online Design Information, Bidding and Contracting
Database Code: 482 **Please refer to this database code in all communications about this session
Speaker(s): Mr. James C. Pierce Jr., Mr. Gordon MacMillan, Mrs. Sherri K. McIntyre, Mr. Larry W. Frevert,
Date: 8/27/2003
Time: 9:30:00 AM - 10:45:00 AM
Location: San Diego Convention Center, 111 West Harbor Drive, San Diego, CA 92101

If the list of speakers is not complete, please forward the additional name(s) in your reply to this email. If there are other speakers in your presentation, be sure to communicate with them as you plan your presentation to ensure that your topics do not overlap and that you meet the required timeframes.

Online Congress Speaker Information Center

APWA has set up an Online Congress Speaker Information Center at:
<http://www.apwa.net/Meetings/Congress/2003/SpeakerInfo/>

Jim Pierce

From: Larry_Frevert@kcmo.org
Sent: Wednesday, March 12, 2003 5:27 PM
To: Sherri_McIntyre@kcmo.org; gmacmill@toronto.ca; jpierce@ci.addison.tx.us
Subject: Re: Session 482 Speaker Confirmation - APWA 2003 Congress

Sherri, Gord and Jim, I'm sorry but the scheduling doesn't work out for me to participate in the congress session, scheduled for Wednesday morning. Some time ago, I had spoken with Sherri about taking the lead on the session and she agreed. Sherri, sorry to dump this in your lap but looks like its yours!

Larry

----- Forwarded by Larry Frevert/pw/kcmo on 03/12/2003 05:25 PM -----

Larry Frevert
Acting Director of Public Works
Voice: 816.513.2618
Fax: 816.513.2615
03/12/2003 05:24 PM

To: "Jessica Reeves"
cc:
Subject: Re: Session 482 Speaker
2003 Congress (Document link: Larry
Confirmation - APWA Frevert)

Jessica, I see the session I put together as an engineering and technology committee guaranteed session is scheduled on Wednesday morning which conflicts with the board meeting I am scheduled to attend. My original thought was to serve as narrator for this session since Sherri McIntyre of our staff is also a participant. I had spoken with Sherri some time ago and she agreed to be the "lead person" for this session. Based on the conflict with the board meeting, I feel I must pull out of the session but I'm sure the three other committed speakers, Gord McMillan and Jim Pierce plus Sherri will do an excellent job.

Larry Frevert

"Jessica Reeves"
<jreeves@APWA.NET>
To: <larry_frevert@kcmo.org>
cc:
Subject: Session 482 Speaker
Confirmation - APWA 2003
03/12/2003 08:45 AM Congress

1 of 4 Sherri Call
Come up with 3 questions for audience
McIntyre 816-719-0189

Alicia phone
Call phone
206-683-7851

PLEASE READ THIS DOCUMENT NOW, PRINT IT,
AND BRING IT WITH YOU TO CONGRESS!

Dear 2003 Congress Speaker / Moderator:

The 2003 APWA International Public Works Congress and Exposition in San Diego, California is only two weeks away! Here are a few last minute details aimed at ensuring that your Congress experience is all smooth sailing!

Hotels: Please send an email to ldefenbaugh@apwa.net and tell us which hotel you are staying at.

Hotel Shuttles

Hours: Saturday, August 23: 6:30 a.m. - 5:30 p.m.; Sunday, August 24: 6:30 a.m. - 7:30 p.m.; Monday, August 25: 6:30 a.m. - 6:30 p.m.; Tuesday, August 26: 6:30 a.m. - 5:00 p.m.; Wednesday, August 27: 6:30 a.m. - 1:00 p.m.

The conference is being held at the San Diego Convention Center (SDCC), located at 111 W. Harbor Drive. APWA will have free shuttle busses running between the downtown hotels in APWA's room block and the convention center. The shuttle will be running from these hotels: Bristol, Clarion, Embassy Suites, Horton Grand, Sheraton Suites, US Grant, Westgate and Westin Horton Plaza. For those of you staying at either the Marriott or the Manchester Grand Hyatt, the convention center is a short walking distance away.

Conference Badge

If you pre-registered for the conference, your name badge is being mailed to you and should arrive sometime this week. Stop by the registration counter located on the ground floor (street level) of the San Diego Convention Center (SDCC) to pick up your full registration packet.

If you have not pre-registered, stop by the registration counter to pick your name badge. Remember, the three options for speaker registration are:

- Attending full conference: Must pay registration fee for entire conference.
- Attending conference on day of presentation plus one more day: Must pay one-day registration fee -or- plus two days, must pay two-day fee.
- Attending only on day of presentation: No registration fee will be charged, but must still fill out forms to obtain a registration badge.

Laura D. sent 8/12/03 8:53

Alicia Nakamoto
a.nakamoto@onv19.com

8:30
Meet
before
Talk
↓
Room
5B

Jim Pierce

From: Karen Wilson [kwilson@APWA.NET]
Sent: Tuesday, June 24, 2003 4:36 PM
To: Jim Pierce
Subject: RE: Session 482 Online Design Information, Bidding and Contracting

We already have. Laura Defenbaugh from APWA staff confirmed all this information with her yesterday. Thank you again for coming up with the good idea of inviting a rep from Onvia to speak.

See you in San Diego!

Karen Wilson
Project Manager - Educ. Dept.
American Public Works Association
2345 Grand Ave, Ste 500
Kansas City, MO 64108
(816) 472-6100 phone (816) 472-0406 fax
kwilson@apwa.net

2003 International Congress & Exposition
The Best Show in Public Works!
August 24-27, 2003 San Diego, CA

-----Original Message-----

From: Jim Pierce [mailto:jpierce@ci.addison.tx.us]
Sent: Tuesday, June 24, 2003 4:32 PM
To: Karen Wilson
Subject: RE: Session 482 Online Design Information, Bidding and Contracting

Karen: Will you take care of getting all of the meeting info to Alicia including her need to register, etc.?

Jim Pierce, P.E.
Assistant Public Works Director
P.O. Box 9010
Addison, TX 75001-9010
972-450-2879

-----Original Message-----

From: Karen Wilson [mailto:kwilson@APWA.NET]
Sent: Monday, June 23, 2003 9:12 AM
To: Jim Pierce; sherri_mcintyre@kcmo.org; anakamo@onvia.com
Cc: larry_frevert@kcmo.org; Laura Defenbaugh
Subject: Session 482 Online Design Information, Bidding and Contracting

Hello: Ever Fitch from Onvia has notified us that the individual representing their company as a speaker will be Alicia Nakamoto, so your speaker panel is now complete. We encourage you to contact each other to coordinate the order in which you will speak, how much time you will each take, etc. Also, if all of you plan to use PowerPoint, I remind you that APWA supplies only the LCD projector and not the computer. Therefore, we recommend that speakers get together before the session and load all of your PowerPoint presentations on to one computer. That way you save time in not having to hook-up a new computer between each

presentation.

Here's contact information for each of you to facilitate your communication:

Alicia Nakamoto, Director of Government Agency Partners, Onvia TEL: 206-373-9013 EMAIL: anakamo@onvia.com
Sherri McIntyre, Assistant City Engineer, City of Kansas City, MO TEL: (816) 513-2588 EMAIL: sherri_mcintyre@kcmo.org
James Pierce, Assistant Director of Public Works, Town of Addison, TX TEL: (972) 450-2879 EMAIL: jpierce@ci.addison.tx.us

If you have questions for APWA staff, please don't hesitate to contact me or Laura Defenbaugh (ldefenbaugh@apwa.net). See you in San Diego!

Karen Wilson
Project Manager - Educ. Dept.
American Public Works Association
2345 Grand Ave, Ste 500
Kansas City, MO 64108
(816) 472-6100 phone (816) 472-0406 fax
kwilson@apwa.net

2003 International Congress & Exposition
The Best Show in Public Works!
August 24-27, 2003 San Diego, CA

"This e-mail and any files or attachments transmitted with it contains information that is confidential and privileged. This document may contain Protected Health Information (PHI) or other information that is intended only for the use of the individual(s) and entity(ies) to whom it is addressed. If you are the intended recipient, further disclosures are prohibited without proper authorization. If you are not the intended recipient, any disclosure, copying, printing, or use of this information is strictly prohibited and possibly a violation of federal or state law and regulations. If you have received this information in error, please delete it and notify Hamid Khaleghipour at 972-450-2868 immediately. Thank you."



June 3, 2003

DemandStar Changes

New Document Fulfillment Partner

We are pleased to announce the new partnership with Plan Express for our document fulfillment. There are several exciting aspects that make up this partnership:

- **Free Federal Express** shipping from the agency to Plan Express – you will no longer have to send hardcopy blueprints to Seattle.
- The ability to upload electronic Autocad files- this file format is .plt.
- The ability for vendors to separate their orders, so they can download the bid specifications and mail order the hardcopy blueprints.

There has been a change in the reproduction fee. It is now \$.10 per page for 8"x11" sheets of paper and \$2.00 per page for hard copy blueprints.

NOTE: Please remember to attach the transmittal letter to every set of blueprints that you send to Plan Express. This will ensure a faster turn around time since Plan Express has the information to match the blueprints with the correct bid.

Document Download Fee

As of April 16th, Basic Suppliers (those suppliers that are not members of DemandStar) are being charged a \$5 administrative fee to download bid specifications. Vendors can still view bid details for free, but if they want to download the actual bid specification, they will be charged this \$5 fee. It is a one-time only charge per bid. If there are other documents associated with the bid i.e. attachments, addenda, bid tabulations, etc, the vendor will be able to download those at no charge.

NIGP Commodity Codes

Do you need help finding the right commodity codes for your bid or quote? Feel free to contact Agency Services and we can help you with finding the best codes for your project.

Agency Advisory Board Meeting

In March, we hosted the First Annual Agency Advisory Board meeting. Chairpersons from each User Group were invited to attend a two-day meeting to discuss the DemandStar system. Users provided a list of requested enhancements for Bidwire, Quotewire and the general system and then prioritized the enhancements. Many of the enhancements will be delivered in Q3 and Q4 of 2003.

Users said that they would like a longer lead-time in the notification of major changes to the system, especially those that impact their vendors. We have agreed with this statement and will provide three to four weeks of lead time.

All AAB members agreed that there needs to be more agencies using the system and in turn, get more vendors signed up as subscribers. "The more agencies you have in the system, the more vendors you will get, giving more satisfaction to all those involved." We are doing this by attending trade shows and looking at different marketing opportunities for both vendors and agencies.

New Agencies in the DemandStar Network:

- The Housing Authority of the City of Fort Pierce, FL
- Town of Waterford, CT
- City of New Haven, CT
- St. Augustine-St. Johns County Airport Authority, FL
- Miami County, KS
- Healthcare District of Palm Beach County, FL
- City of DeLand, FL

Onvia Year-end Results

Finishing a year of record revenue growth, Onvia has firmly established itself as the leader in publishing customized government bid opportunities. Revenue from operations in 2002 grew 138% to \$7.2 million and total cash receipts grew 116% to \$8.2 million.

"We are very proud of our performance in 2002, our first full year of business-to-government operations," stated Clayton Lewis, President and Chief Operating Officer. "We distributed over 300,000 unique opportunities to bid on government goods and services to our 25,000 subscribers. Generating revenue growth of 138%, year-over-year, while many businesses have been negatively impacted by the slow national economy, demonstrates the high value businesses place on our service."

"The partnerships we have with many of the nation's premier government agencies provide valuable opportunities for our business customers," continued Clayton Lewis.

Help us build the DemandStar Network!

We need your help in passing the word along to other agencies that may be interested in the benefits of the DemandStar system. If we can get three new agencies in your area to begin using the DemandStar system within a three-month time period, we will provide **free on-site training** and conduct a **free vendor fair!**

Call us at 1-800-331-5337 if you would like to discuss this or if you know of agencies that you would like us to contact.

We are here to help you!

Tell us about your experiences using our system. We want to hear from you!

Please call Agency Services at 1-800-331-5337, e-mail us at agencyervices@onvia.com, or fax us at (206) 373-9008. Hours are 9:00 a.m. to 7:00 p.m. Eastern time/6:00 a.m. to 4:00 p.m. Pacific time.

Agency Services Team

To help serve your needs better, please contact the Agency Services Team. The people you see below will be able to help you in an efficient and professional manner.

- > **Madeleine Grant**, E-procurement Consultant, ext. 54872; mgrant@onvia.com
- > **Enver Fitch**, E-procurement Consultant, ext. 39446; efitch@onvia.com
- > **Karen Christianson**, Agency Services Manager, ext. 39642; karen@onvia.com
- > **Greg Spearman, CPPO**, Director of Agency Relations, 770-883-2908; gregs@onvia.com
- > **Alicia Nakamoto**, Director of Agency Partners, ext. 39013; anakamoto@onvia.com

NOTE: Madeleine Grant will be out on medical leave for the month of June. If you have any questions, please free to contact anyone else in Agency Services.

4

user: **Suh, Minok** organization: **Town of Addison**

| [Logout](#) | [Help](#)



[My DemandStar](#) [Buyers](#) [Account Info](#)
[Log Bid Auctions](#) [\[View Bids\]](#) [Log Quote](#) [View Quotes](#) [Supplier Search](#) [Reverse](#)
[Build Broadcast List](#)

Bid Details

Bid Information

[EDIT](#)

Agency **Town of Addison**

Bid Type **Request for Bid**

Bid Number **RFB-03-19-0-2003/MS**

Bid Year **2003**

Bid Writer [Minok Suh](#)

Bid Name **03-19 Arapaho Phase III Demolition**

Bid Status **Awarded**

Bid Status Text **None**

Award To **Fast Forward Demolition**

Award Amount

Due Date/Time **6/10/2003 2:00 PM Central**

Broadcast Date **5/16/2003**

Bid Bond **5%**

Plan (blueprint) **Agency distributing plans**

Distribution Options

Distribution Method **Download and Mail**

Distributed By **Agency**

Distribution Notes **Plans can be picked up Purchasing Office, 5350 Belt Line Rd, Addison, TX 75254.
Plans can be requested if you provide FedEx or Airborne Express Account Number along with physical mailing address.**

Scope of Work **General Building Demolition, Pavement Removal, Grading, Adn Restoration as shown on the plans and in accordance with these specifications.**

Legal Ad

[VIEW](#)

Please select either the View or Edit button to manage legal ad.

Pre-Bid Conference

MANDATORY
May 29, 2003
9:00AM
Service Center
16801 Westgrove Dr
Addison, TX 75001

Publications

Northwest Morning News 5/16/2003
Northwest Morning News 5/23/2003

Documents

[EDIT](#)

Bid Package **03-19 addendum 1** (8 Pages, Complete)
Award **03-19 bid tab** (1 Page, Complete)

Commodity Codes

ARC-912-40 - Demolition Services
SRV-968-32 - DEMOLITION

Statistics


Planholders [There are 18 planholders this bid](#)
Broadcast List [362 suppliers have been notified](#)
Supplemental Suppliers [0 Supplemental Suppliers](#)
Filtered No

[<< Return](#)

No more than one Moderator and four Speakers may participate in any presentation.

Speakers

Do not list individuals as speakers unless you have definite commitment that they will appear with you on the program. No more than four speakers may participate in any presentation.

1 Speaker Name Ms. Sherri McIntyre 
Title Assistant City Engineer
Agency/Company Kansas City, MO Public Works Department
Address 19th Floor – City Hall, 414 E. 12th Street
City Kansas City State/Prov MO Zip/Postal 64106
Phone 816.513.2588
Fax 816.513.2572
E-mail sherri_mcintyre@kcmo.org

2 Speaker Name Wayne Green
Title Director of Quality Control and System Planning
Agency/Company Toronto Division of Water and Waste Water
Address
City State/Prov Zip/Postal
Phone
Fax
E-mail wgreen@city.Toronto.on.ca

3 Speaker Name Jim Pierce
Title Assistant Director
Agency/Company Addison Public Works Department
Address
City State/Prov Zip/Postal
Phone
Fax
E-mail

Proposals must be submitted by September 30, 2002

From: Karen Christianson [mailto:kchristianson@onvia.com]

Sent: Thursday, December 18, 2003 3:09 PM

Subject: Important DemandStar Product Update

Dear Agency Member,

As you know, DemandStar was built *by* purchasing professionals, *for* purchasing professionals. Keeping true to that dictum, we continue to enhance the DemandStar product based on your valuable feedback.

At our first Agency Advisory Board meeting in March 2003, the board members prioritized these enhancements suggested by our regional user groups. They are as follows:

- **Contact information to the planholder list** - the company names on the planholder list now have a hyperlink that you can click on to view the full vendor information such as address, phone number and email address. This link will only appear for the agency users.
- **Provide the ability to award a bid to multiple vendors** - if you have a formal bid you would like to award to more than one vendor you now have the ability to do so. By default we provide room to award a bid to three vendors but you can add as many additional award fields as needed. This additional award information will also be included in the online bid report.
- **New State field in the search parameter** - when using the Advanced Search function on the View Bids screen, you can now search for bids in a particular state. Example - You can view all Active bids in the State of Florida.
- **New default sort order** - the planholder list and broadcast list will now automatically default to show vendors listed alphabetically by company name. In your Account Info tab, user names will also be in alphabetical order. Additionally, you can sort all three of these lists in any order you wish by clicking on the column header you wish to sort by. This will help you find information quickly, especially when you have a large number of planholders or DemandStar account users.
- **New 3rd party document distribution option** - When logging a bid, in the section called Distributed By, you can now indicate that a 3rd party will be handling the document distribution. After selecting the 3rd Party Distribution option please enter the name of the 3rd party as well as the email address where document orders should be sent. Once an order has shipped please remember to add that vendor to the planholders list to ensure they receive automatic notification of any important announcements relating to the bid.
- **New document types** - Several new document types added for Active bids and bids Under Evaluation:
 - **Active**
 - Sign-in Sheet - no notice is sent out to planholders
 - Clarification - notice is sent out to planholders in same manner as addenda (fax plus email notification)
 - Revision - notice is sent out to planholders in same manner as addenda (fax plus email notification)
 - Notice of Delay - notice is sent out to planholders in same manner as addenda (fax plus email notification)
 - **Under Evaluation**
 - Notice of Intent
 - Short List
 - Recommendation of Award - no longer combined with Award
 - Award Document - no longer combined with Recommendation of Award
- **Copy change to Bid Year** - any place that you see Bid Year, it will now read Fiscal year. This will help to differentiate between the calendar year and your fiscal year.
- **New Field for Project Estimate** - this is a not a required field, but if you would like to document your project estimate, you can now do so. You can also choose whether you would like your vendors to view

Jim Pierce

From: DemandStar by Onvia [Onvia@onvia.rsc02.com]
Sent: Thursday, September 18, 2003 11:04 AM
To: Jim Pierce
Subject: FYI - Supplier Newsletter

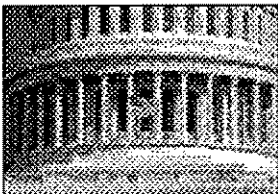
ONVIA'S QUARTERLY NEWSLETTER

DemandStar
by ONVIA



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September 2003



**Homeland Security Update: Funding
Emergency Responders**

America's first line of defense in any terrorist attack is the "first responder" community - local police, firefighters, and emergency medical professionals. Properly trained and equipped first responders have

the greatest potential to save lives and limit casualties after a terrorist attack.

As part of the overall homeland security effort, the federal budget to fund emergency responders is \$27 billion for five years beginning in 2004. Spending by state and local governments for similar initiatives during the same period is estimated to be at least \$50 billion. The funding will help pay for new equipment, training and other costs required to implement local anti-terrorism plans. Onvia will publish many of the public bids and RFPs related to these projects. [More](#)



Outsourcing Update: Union Opposition

Under the Federal Activities Inventory Reform (FAIR) Act, federal officials must determine what jobs in their agencies can be done by commercial businesses, and thus potentially be opened to public/private competition. To date, 850,000 positions, or 53% of the government's civilian

workforce, have been identified as performing commercial work. [More](#)



IT Update: Cooperative Purchasing

Recent rulings in the Federal Register allow state and local governments to now purchase information technology products and services from federal schedule contracts, giving the green light to the practice known as cooperative purchasing.

[More](#)

Annual Two for One Sale is here

If you've ever considered increasing the number of leads you receive, now is the time to call (800) 711-1712. This month, DemandStar by Onvia subscribers can add two counties, metros, states or regions to their DemandStar subscription for the price of one. [More](#)

**Product Survey:
Interested in more federal projects?**

Onvia will soon be an exclusive provider of opportunities from federal agencies for products and services under \$25,000. These contracts are not available through FedBizOpps/Commerce Business Daily. [More](#)

**Document Fulfillment:
Plan Rooms are open!**

In the past five months, Onvia has created more than 300 plan rooms for DemandStar vendors. These plan rooms allow you to view project plans and blueprints and then select which documents you want to order online. [More](#)

Company Profile: Professional Service Industries, Inc.

Headquarters: Oakbrook Terrace, Illinois



In this issue:

- NIGP Forum
- New Online Reporting Features
- Plan Express gets your blueprints out fast
- Want a free vendor fair in your city? Here's how!



Bobbie Tolston-Brown, CPPS, Director of Purchasing and Contracts, City of Evanston, IL writes:

I have trained my staff on the conversion in less than two days. I am pleased with the transfer from Awardant to DemandStar.

Thanks, Bobbie!

Do you have a testimonial about DemandStar? Email it to us with your picture, and you may be featured in this space next month!

Join Us for *Happy Hour* at NIGP

Planning to attend the **NIGP Annual Forum** in Nashville? Come by and visit us in booths **821 & 823**. Say hello to Jim, Clayton, Alicia, and Karen, and register to win a **Weber Q Grill**.



Register to win this Weber Q Portable Gas Grill at NIGP!

And don't forget to stop by our **open house reception** on Tuesday, August 19th from 6-8 pm in the Cheekwood Room at the Gaylord Opryland Resort. Appetizers and drinks will be provided. We hope to see you there!

NEW on DemandStar: Online Reporting

You asked for it, you got it! DemandStar now offers do-it-yourself online reporting. To run an activity report, click on the new "Reports" option under the Buyers tab and choose one of the following options:

Bid Activity Report
View monthly bid activity by specific bid status. Report also includes year-to-date data.

Quote Activity Report
View monthly quote activity by quote status. Report also includes year-to-date data

Planholders Report -
View a list of planholders for bids within a specific date range.

Once you have run your report, you will have different options for viewing the information. You can view the report on your computer screen, format the list for printing, or export the results into Excel.

There is also a new permission option in each Buyer's account. Each account holder in your agency has been given permission to run reports. If you do not want a certain user to have this ability, go to the Account Info tab, click on the User section and then click Edit. Find the user's name and click Edit. Go to the bottom of the screen, uncheck the Reports permission and click on save.

Questions? Suggestions? Call Agency Services at 1-800-331-5337.

We Welcome These New Agencies to DemandStar

Kansas City Regional Purchasing Cooperative, MO

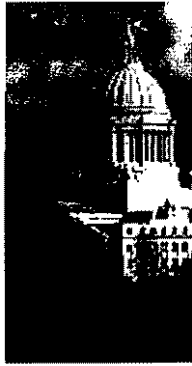
City of Hallandale Beach, FL

City of Wheaton, IL

City of Newport, KY

Unified School District 500, KS

City of Dunnellon, FL



Agency Services Staff

Alicia Nakamoto
Director of Agency
Partnerships
(206) 373-9013
anakamoto@onvia.com

Jim Owens
Director of Agency
Relations
(513) 252-5553
jowens@onvia.com

Karen Christianson
Agency Services
Manager
(206) 373-9642
karen@onvia.com

Enver Fitch
E-Procurement
Consultant
(206) 373-9446
efitch@onvia.com

Madeleine Grant
E-Procurement
Consultant
(206) 373-9022
mgrant@onvia.com

Visit us online at
www.demandstar.com

Refer Agencies and get Free Vendor Fair and Onsite Training

The more agencies there are in the DemandStar network, the more vendors in our database to compete for *your* bids. If you refer three agencies to us and

they join DemandStar, we will sponsor a free vendor fair in your area and provide free onsite training at your agency. Vendor fairs educate local businesses about your bidding process

and encourage greater competition. They also provide an opportunity for you to connect with suppliers and learn about the goods and services they offer. So send those referrals in!

Plan Express: Ordered by 8PM, Delivered by 10AM

Our document management partner **Plan Express** is the industry leader in getting blueprints to your vendors *fast*. Vendors who order through DemandStar by 8 PM CST may

have their plans delivered by 10 AM the next day. Plan Express ships directly from the national distribution hub for FedEx in Memphis, so *no one* is faster.

Also, don't forget that shipping your plans to Plan Express is free. Plan Express is just one more way DemandStar saves you time and money.

Vendor Walk-ins and Calls Slowing You Down?

Send them our way! Over the next week we will be sending you a contact form for your walk-ins to fill out. Send the

completed forms back to us by email or fax, and our top-notch Supplier Services team will contact the vendors

directly and explain how DemandStar works. They'll be bidding on your projects in no time.

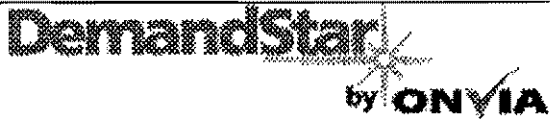
DemandStar Tagline Suggestions

We asked the members of our Agency Advisory Board to suggest some taglines for DemandStar. Here are a couple of our favorites:

"Demand Satisfaction – DemandStar"
Donna Ward, City of Goose Creek

"Procurement demanding too much of your time? Catch a ride on a rising star in the e-procurement universe.....Demandstar"
Amy Hoh, Hamilton County

Do you have a suggestion? Send it to Karen Christianson at karen@onvia.com. Your idea may end up in our next advertising campaign.



July 10, 2003

DemandStar News

New Director of Agency Relations

We are proud to announce our new Director of Agency Relations, Jim Owens. Jim brings with him over 15 years of local government experience and was one of the top sales people for DemandStar. He has proven track record of working with purchasing professionals and a keen knowledge of government operations and technical projects.

Previously, Jim served as Director for a multi-jurisdictional, member-supported emergency communications system, 9-1-1 PSAP, and emergency management agency where he developed and implemented programs, policies, and financial plans. Jim has presented on 9-1-1 and emergency management topics at both state and national levels. He joined the DemandStar team in March of 2000 and helped build the business throughout the Midwest including Hamilton County, OH and City of Cincinnati.

When he is not working Jim is an avid Harley-Davidson enthusiast. He has been a member of the Harley Owners Group for over six years. Jim served on the Ohio State Rally Committee and currently acts as the Director of the Eastgate Chapter in Cincinnati, OH.

Jim came to us as a recommendation from an agency advisory board member. We know he'll be a real asset to the team

State Pricing Increase

Effective August 1, 2003, we will be implementing the following state pricing for new customers. **Please note we are not increasing the county, metro or national product pricing.**

	Current Pricing	New pricing
Texas	\$450	\$495
Florida	\$650	\$715
California	\$800	\$880
All other states	\$400	\$440

Agency Recognition

Congratulations to Hamilton County, OH for using DemandStar to win a NACO 2003 Achievement Award for An Electronic Procurement Process and System Implementation!

"Hamilton County has streamlined operations to make them cost effective and productive. Not only did Hamilton County adopt a new way of conducting business, we utilized a nationally used program in a way that had never been attempted before. Hamilton County was the first user in the entire United States to release the program to its entire organization.

This program, through the use of available technology, has completely changed the way Hamilton County conducts business. By sharing the tools with the entire organization the efficiencies achieved have global impact as well as community impact. The bid and request for quote processes are no longer a mystery to residents, vendors and other county departments." – *Amy Hoh, Hamilton County, OH*

New Agencies in the DemandStar Network:

- Pitkin County Public Works, CO
- Metro Parks Tacoma, WA
- City of Marathon, FL
- City of Lorain, OH
- City of Augusta, GA

To view a list of all agencies in the Demandstar network [click here](#).

Go Regional -Three new agencies equals a local Vendor Fair!

Increase local competition and bid response by referring your neighboring agencies.

If we sign three new agencies in your area to begin using the DemandStar system within a three-month time period, we will provide **on-site training** and conduct a **vendor fair** at no cost to your agency!

Product Update

Planholder List ~ Vendors are now able to view both the phone and fax numbers for vendors that are listed on the plan holder list. Before, they were only able to view the company name and location.

Quotewire ~ In the past, there has been some confusion from vendors when submitting their quotes. They fill out the quote information and then clicked on a "submit quote" button. They would then be taken to a quote review screen where they would look at their response and then have to hit the "submit quote" button again. Many vendors thought they had already submitted the quote and missed that extra step.

To lessen the confusion, when the vendor is finished filling out their quote information, they will now click on a "continue" button. They will be taken to the quote review page and after they are satisfied with their submission, they will click on the "submit quote" button.

DemandStar Learn Site

Below is a list of dates that the Learn site is scheduled for maintenance:

July 22	August 5	August 19
September 9	September 23	

The site will go down at 10:00 am PST and will be available again about 10:30 am PST.

© 2003, Onvia, Inc

Tell us your experiences!

Tell us about your experiences using our system. We want to hear from you!

Please call Agency Services at 1-800-331-5337, e-mail us at agencyervices@onvia.com, or fax us at (206) 373-9008. Hours are 9:00 a.m. to 7:00 p.m. Eastern time/6:00 a.m. to 4:00 p.m. Pacific time.

Agency Services Team

To help serve your needs better, please contact the Agency Services Team. The people you see below will be able to help you in an efficient and professional manner.

- **Madeleine Grant**, E-procurement Consultant, 206-373-9022; mgrant@onvia.com
- **Enver Fitch**, E-procurement Consultant, 206-373-9446; efitch@onvia.com
- **Karen Christianson**, Agency Services Manager, 206-373-9642; karen@onvia.com
- **Jim Owens**, Director of Agency Relations, 513-252-5553; jowens@onvia.com
- **Alicia Nakamoto**, Director of Agency Partners, 206-373-9013; anakamoto@onvia.com

SALES REPRESENTATIVES

LAUREL METZ

Midwest/Southeast Sales Manager
6151 Powers Ferry Road NW
Atlanta GA 30339-2941
Tel. 770.343.9019
Fax. 913.514.9055
E-mail: lmetz@primediabusiness.com

Alabama	Illinois
Arkansas	Indiana
Mississippi	Iowa
Missouri	Kentucky
Michigan	Louisiana
Minnesota	Ohio
Florida	Tennessee
Georgia	Wisconsin

KAREN LETTERMAN

Northeast Sales Manager
468 Valley Road
Fairfield CT 06825
Tel. 203.365.0684
Cell. 203.895.4285
Fax. 203.373.7381
E-mail:
kletterman@primediabusiness.com

Connecticut	Pennsylvania
Delaware	Rhode Island
Maine	South Carolina
Massachusetts	Vermont
New Hampshire	Virginia
New Jersey	Washington, DC
New York	West Virginia
North Carolina	Ontario, Canada
Quebec, Canada	

ALICIA ROBLEDO

Western Sales Manager
90 Hawaii Drive
Aliso Viejo CA 92656
Tel. 949.360.0669
Fax. 913.514.6907
E-mail:
arobledo@primediabusiness.com

Alaska	Oklahoma
Arizona	Oregon
California	South Dakota
Colorado	Texas
Hawaii	Utah
Idaho	Washington
Kansas	Wyoming
Montana	Alberta, Canada
Nebraska	British Columbia, Canada
Nevada	Canada
New Mexico	Manitoba, Canada
North Dakota	Saskatchewan, Canada

A M E R I C A N
City & County



ISSUES & TRENDS

tially invest in the project at the time, Zabell says. However, construction of the facility, much of which is located underground, began in earnest last summer. The Northshore Utility District, a water and sewer utility that serves more than 60,000 residents of King County, paid for the facility's roof in exchange for use of the plant.

— Stephen Ursery

PURCHASING

City reaches more vendors with online bid service

In an effort to increase the pool of vendors for government contracts, New Port Richey, Fla., has begun using an online bid notification system. The online system supplements the city's traditional methods of soliciting bids, which limited opportunities to local vendors.

Until recently, the city only advertised projects up for contract by running notices in the St. Petersburg Times newspaper and by placing bulletins on an information board in City Hall. However, the Finance Department wanted to make sure it was reaching the broadest possible audience and getting the best possible deals, says Kathleen Brewer, purchasing specialist for New Port Richey.

In January, the city of approximately 16,000 residents began to post information about projects up for bid on the Web site of Seattle-based DemandStar by Onvia. Vendors that subscribe to the service are notified by e-mail or fax when projects that match their businesses are posted.

New Port Richey does not pay any fees to use the system. Instead, the system charges subscription fees to vendors who want to receive project notifications from government agencies. The fees depend on the number of government agencies in the geographical area from which the vendors choose to receive notifications. Vendors can receive notifications from government agencies in individual counties, metro areas, states, regions or the entire nation.

The service allows governments to post bid application documents on the Web site so that vendors can download them, but New Port Richey chooses not to do so. (Acrobat Reader software is required to both post and download the documents.) Instead, interested parties are instructed to contact the city directly. "I like to screen the vendors a bit, see that they're serious about the project and figure out exactly what their capabilities are," Brewer says. If

the conversation proves satisfactory, the city will send the vendor the necessary documents.

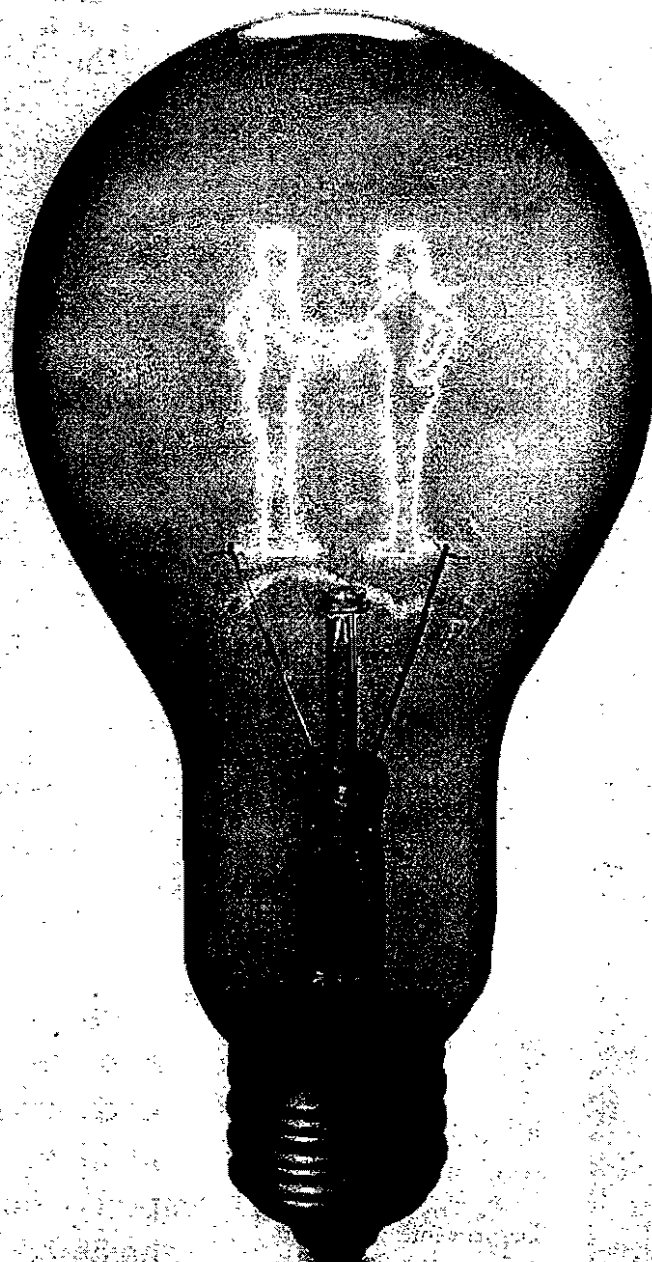
Because New Port Richey began using the service at the first of the year, its impact is hard to determine, Brewer says. But, the service has yielded some positive response for the city. As of mid-May, the city was roughly two weeks away

from a deadline for vendors to bid on a contract to provide a portable diesel generator for the Public Works Department. At that point, about 15 subscribers to the online service had contacted New Port Richey to request bid applications. Such a bid ordinarily would have generated a maximum of 10 requests, Brewer says. ☆

— Stephen Ursery

Correction

In "Software helps city meet GASB 34 deadline" (May 2003), the headquarters for Best Software was misstated. The correct headquarters is Herndon, Va.



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Southern Company, a leading wholesale and retail provider of energy services, knows the value of partnership. We're committed to meeting your wholesale power needs today and in the future. Today, we own more than 34,000 megawatts of generation. We will have more than 6,000 megawatts of competitive generation serving our wholesale customers by the end of 2007, all of which goes to show we have the resources to back up our promises. Visit us at www.southerncompany.com/wholesale.

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Demandstar.com

Bid Detail – see attached example

It gives all the information about the bid.

Demandstar has several ways to distribute Bids with Plans but bids with plans currently are distributed by agency (purchasing).

There are 2 Distribution Method:

Download and Mail or Mail order only and from that we select who distributes the plans.

-Agency – plans are sent out by purchasing, planholders list is added to demandstar by purchasing.

-Demandstar – specifications can be downloaded from the web site. Small fee for non-members but they are notified of addendums and are not charged additional fees.

Can scan addendum.

user: **Suh, Minok** organization: **Town of Addison**

| **Logout** | **Help**



[My DemandStar](#) [Buyers](#) [Account Info](#)
[\[Log Bid\]](#) [View Bids](#) [Log Quote](#) [View Quotes](#) [Supplier Search](#) [Reverse Auctions](#) [Build Broadcast List](#)

Bid Information

** indicates required fields*

Member

Bid Type *

Bid Number *

Bid Year

Bid Writer *

Bid Name *

Bid Status

Bid Status Text

Due Date/Time *

Broadcast Date *

Bid Bond

Bid has no associated plans (blueprints)

- you are uploading bid specs only

Plans are being distributed by Agency

- your Agency will distribute the blueprints outside of DemandStar

- Uploading electronic plan files (.plt, .dwg, .dwf)
- your bid has blueprints and you have electronic versions
 - Mailing hardcopy plans to DemandStar/Plan Express
- your bid has blueprints but you are **not** uploading electronic blueprint files
- Plan (blueprint) Distribution Options *

Note: Plans (blueprints) are construction drawings and other specialized technical documents

Distribution Method

- Distributed By
- DemandStar by Onvia
 - Agency Only

Enter package cost \$

Fulfillment notes

(Specify S/H charges/notes, if any - max. 255 chars.)

Scope of Work

(Max. 4096 characters.)

Find new government opportunities with

BidWire



Thousands of businesses across the nation are already using BidWire for **better, faster** access to government bids.

- Learn about new **bid opportunities** that specifically match your business
- Analyze previously awarded bids to help you **win future bids**
- **Expand** your sales targets by accessing bids locally, statewide and nationally

Save

money and time



- Get **information** the same day agencies post their bids so you have more time to work on your proposals
- Learn about bids **directly related** to your business without scanning newspaper ads, periodicals, or Web sites
- **Receive** notices of all bids, download bid documents, and receive bid updates all from one central source



Connect easily to informal quotes with

QuoteWire

QuoteWire alerts you when government agencies need simple quotes on products or services. You **increase** your exposure to **opportunities** that are not advertised.

- Receive requests for simple quotes online
- **Submit** your quotes online - no need to return phone calls or fax back quotes
- You're **notified automatically** if the agency selects your quote

Sign up today at www.demandstar.com
or call 1.800.711.1712

Connecting with government opportunities has never been easier.

DemandStar by Onvia helps you connect easily to millions of dollars in government contracts. You'll electronically receive notifications of opportunities targeted to your business; you decide if you want to submit a bid. No more scanning newspapers, trade periodicals, and Web sites for bid opportunities or trips to the agency to pick up bid documents - it all arrives via your computer or fax, available 24 hours a day, 7 days a week. You select the agencies from which you want to receive bids.

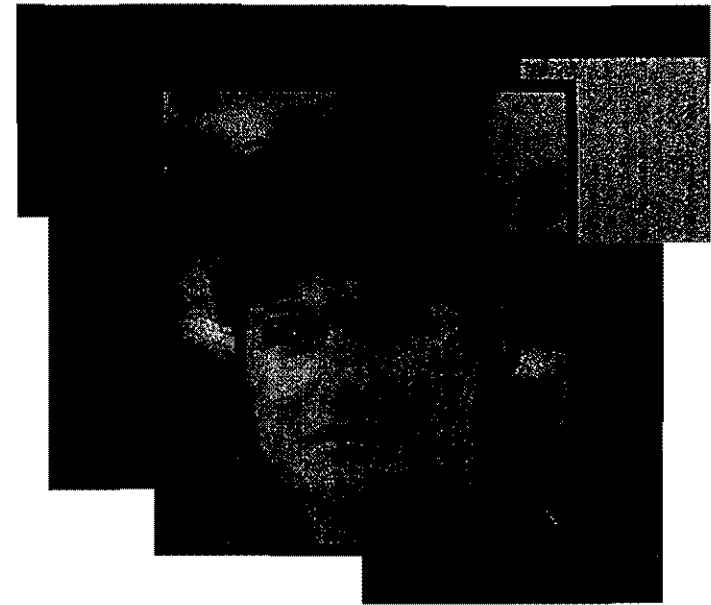
DemandStar by Onvia is a better way for your business to connect with government agencies.



1200 South Pine Island Road, 6th floor Plantation, FL 33324
1.800.711.1712

www.demandstar.com

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"For a minimum investment,
DemandStar by Onvia
has sent us bids totaling well
over **\$100,000 a year.**
No need to cold call, no need
to read bid postings, no need
to bug purchasing personnel."

Frank A. LaRocco
Regional Marketing Manager
TC Specialties Co.

Now you
can get . . .

- ✓ Request for Proposals (RFPs)
- ✓ Invitation for Bids (IFBs)
- ✓ Additional government bid opportunities

Delivered to
you automatically!

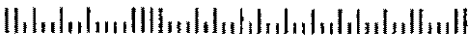
NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

BUSINESS REPLY MAIL

FIRST-CLASS MAIL PERMIT NO. 250 SEATTLE WA

POSTAGE WILL BE PAID BY ADDRESSEE

ONVIA
1260 MERCER ST STE 300
SEATTLE WA 98109-9854



Expand your
view and your
government
opportunities

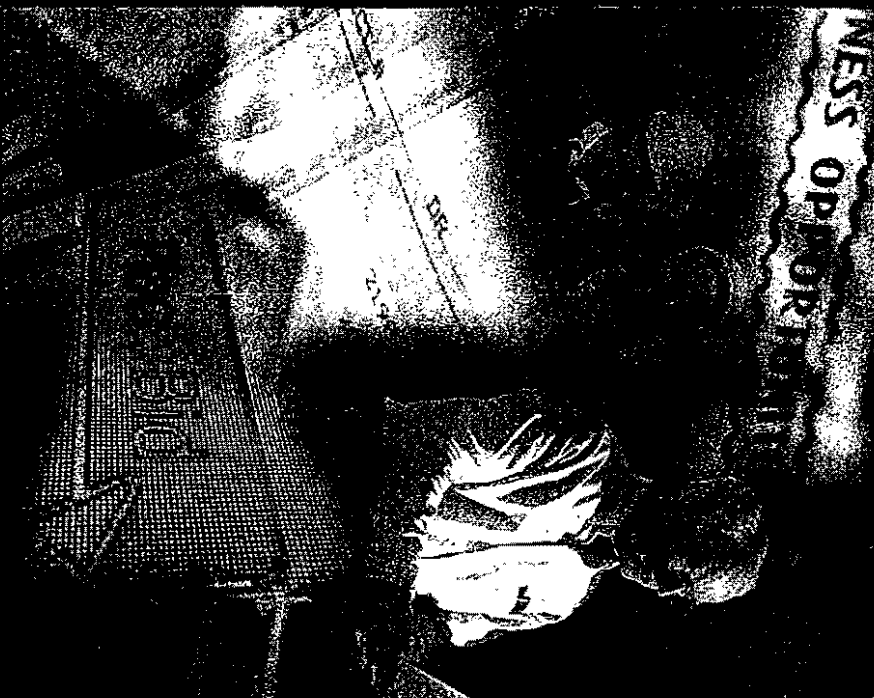
You can automatically receive local, regional, statewide or federal government bid opportunities. Your DemandStar subscription will open up whole new levels of opportunity for you. Your subscription gives you . . .

- Automatic Notice — Get a jump on your competition. Find out about projects as soon as they are published as formal solicitations.
- RFPs — Get started on your proposals earlier. Make sure you don't miss out on any opportunities.
- Bidders List — Keep an eye on the competition.
- Bid Results List — Find out who's winning the contract and learn how you can win next time.

Find out more now!
Call toll-free 1-800-711-1712.

DemandStar
by ONVIA

Have the
government
opportunities
come to you!



DemandStar
by ONVIA

If you have
the information,
you have
the advantage.

Immediate information

A subscription to DemandStar by Onvia allows you to receive relevant new bid opportunities as soon as they are issued. This gives you greater lead time to prepare your bid response. It also saves you time looking through websites and periodicals trying to find appropriate government bid opportunities for your company.

More information

As a subscriber to DemandStar by Onvia, you'll have access to previously awarded bids from government agencies. You can analyze past award information and use that information to win future bids.

Automatic information

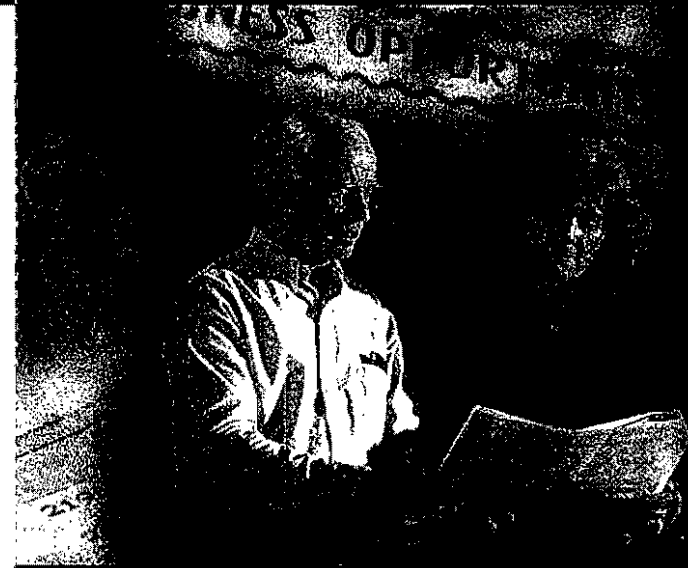
Now you can receive a daily list of all the new bid opportunities from your selected government agencies on the day they are issued. Imagine the time and money you'll save researching for bid opportunities.

Targeted information

You won't have to waste time scanning websites, searching newspapers and reading over government documents. DemandStar by Onvia informs you about opportunities from more than 50,000 local, municipal, state and federal agencies. You'll get a daily update that delivers bid notices, requests for proposals and contracting opportunities customized to your specific industry categories.

DemandStar by Onvia connects you to government agencies that input their bid information directly into the system. That means you can stay up-to-date on bid documents and addenda from the specific government agencies in your county, state or across the country.

**For more information
and to subscribe, call toll-free
1-800-711-1712.**



BID ADVANTAGE INFORMATION REQUEST

Yes! I want to win more government opportunities.

Please send me more information on DemandStar by Onvia. I have provided my contact information below.

Name: _____

Company: _____

Address: _____

City: _____

State: _____ Zip: _____

Business Type: _____

States where you do business: _____

Phone: () _____

Fax: () _____

You can email me at: _____

Where did you get this brochure? _____

(Phone number, fax and email address required for delivery.)

DemandStar
by ONVIA



June 3, 2003

DemandStar Changes

New Document Fulfillment Partner

We are pleased to announce the new partnership with Plan Express for our document fulfillment. There are several exciting aspects that make up this partnership:

- **Free Federal Express** shipping from the agency to Plan Express – you will no longer have to send hardcopy blueprints to Seattle.
- The ability to upload electronic Autocad files- this file format is .plt.
- The ability for vendors to separate their orders, so they can download the bid specifications and mail order the hardcopy blueprints.

There has been a change in the reproduction fee. It is now \$.10 per page for 8"x11" sheets of paper and \$2.00 per page for hard copy blueprints.

NOTE: Please remember to attach the transmittal letter to every set of blueprints that you send to Plan Express. This will ensure a faster turn around time since Plan Express has the information to match the blueprints with the correct bid.

Document Download Fee

As of April 16th, Basic Suppliers (those suppliers that are not members of DemandStar) are being charged a \$5 administrative fee to download bid specifications. Vendors can still view bid details for free, but if they want to download the actual bid specification, they will be charged this \$5 fee. It is a one-time only charge per bid. If there are other documents associated with the bid i.e. attachments, addenda, bid tabulations, etc, the vendor will be able to download those at no charge.

NIGP Commodity Codes

Do you need help finding the right commodity codes for your bid or quote? Feel free to contact Agency Services and we can help you with finding the best codes for your project.

Agency Advisory Board Meeting

In March, we hosted the First Annual Agency Advisory Board meeting. Chairpersons from each User Group were invited to attend a two-day meeting to discuss the DemandStar system. Users provided a list of requested enhancements for Bidwire, Quotewire and the general system and then prioritized the enhancements. Many of the enhancements will be delivered in Q3 and Q4 of 2003.

Users said that they would like a longer lead-time in the notification of major changes to the system, especially those that impact their vendors. We have agreed with this statement and will provide three to four weeks of lead time.

All AAB members agreed that there needs to be more agencies using the system and in turn, get more vendors signed up as subscribers. "The more agencies you have in the system, the more vendors you will get, giving more satisfaction to all those involved." We are doing this by attending trade shows and looking at different marketing opportunities for both vendors and agencies.

New Agencies in the DemandStar Network:

- The Housing Authority of the City of Fort Pierce, FL
- Town of Waterford, CT
- City of New Haven, CT
- St. Augustine-St. Johns County Airport Authority, FL
- Miami County, KS
- Healthcare District of Palm Beach County, FL
- City of DeLand, FL

Onvia Year-end Results

Finishing a year of record revenue growth, Onvia has firmly established itself as the leader in publishing customized government bid opportunities. Revenue from operations in 2002 grew 138% to \$7.2 million and total cash receipts grew 116% to \$8.2 million.

"We are very proud of our performance in 2002, our first full year of business-to-government operations," stated Clayton Lewis, President and Chief Operating Officer. "We distributed over 300,000 unique opportunities to bid on government goods and services to our 25,000 subscribers. Generating revenue growth of 138%, year-over-year, while many businesses have been negatively impacted by the slow national economy, demonstrates the high value businesses place on our service."

"The partnerships we have with many of the nation's premier government agencies provide valuable opportunities for our business customers," continued Clayton Lewis.

Help us build the DemandStar Network!

We need your help in passing the word along to other agencies that may be interested in the benefits of the DemandStar system. If we can get three new agencies in your area to begin using the DemandStar system within a three-month time period, we will provide **free on-site training** and conduct a **free vendor fair!**

Call us at 1-800-331-5337 if you would like to discuss this or if you know of agencies that you would like us to contact.

We are here to help you!

Tell us about your experiences using our system. We want to hear from you!

Please call Agency Services at 1-800-331-5337, e-mail us at agencyervices@onvia.com, or fax us at (206) 373-9008. Hours are 9:00 a.m. to 7:00 p.m. Eastern time/6:00 a.m. to 4:00 p.m. Pacific time.

Agency Services Team

To help serve your needs better, please contact the Agency Services Team. The people you see below will be able to help you in an efficient and professional manner.

- **Madeleine Grant**, E-procurement Consultant, ext. 54872; mgrant@onvia.com
- **Enver Fitch**, E-procurement Consultant, ext. 39446; efitch@onvia.com
- **Karen Christianson**, Agency Services Manager, ext. 39642; karen@onvia.com
- **Greg Spearman**, CPPO, Director of Agency Relations, 770-883-2908; gregs@onvia.com
- **Alicia Nakamoto**, Director of Agency Partners, ext. 39013; anakamoto@onvia.com

NOTE: Madeleine Grant will be out on medical leave for the month of June. If you have any questions, please free to contact anyone else in Agency Services.

(D.S.)
Demand Star - Meeting 1-28-03

D.S. is a Notification System
Notifies Minority Businesses, DBE
They register with Demand Star

1st Set plans free
Can put the plans on in CAD

Greg - Back with D.S.
Can attach documents now

2003 - focus on agencies -
Electronic Bidding?
Cooperative Purchasing
Plans purchased online
Download Specs - order plans

Quote wire
Finds vendors via code - Vendors sign up
Vendors notified - time posted
Tabular Bids
will be able to add our own local vendors

Bid wire System - D.S. doesn't know who gets the bid
1-800-711-1712 - Vendor Cust. Svc #

anyone

Can find out about bids by going to D.S.
Can order bid doc's & receive them by fax free
The D.S. Fee provides notification

Jim Pierce

From: Ledesma, Ron [Ron.Ledesma@capmetro.org]
Sent: Tuesday, January 14, 2003 7:27 AM
To: Ledesma, Ron
Subject: Texas User Group Meeting

Based on the responses received, the DemandStar Texas User Group Meeting has been scheduled as follows:

Tuesday
January 28, 2003
10:30 a.m.
Dallas ISD Administration Building
3700 Ross Ave
Dallas, Texas

DISD Contact
Paul Rosencrans
972-925-4123

I would like to thank Paul Rosencrans for volunteering the use of the DISD facility. To ensure the meeting room will accommodate all attendees, please RSVP by responding via email, phone, or fax if you plan on attending.

Ron Ledesma
ron.ledesma@capmetro.org
off: (512) 389-7530
fax: (512) 369-6030

The meeting will be informal and last approximately 2 hours. This is your chance to give input/feedback on the DemandStar system. The feedback you give me will be taken and shared at the annual agency advisory board meeting scheduled for March 10th & 11th in Seattle. If you have a topic you would like to include on the agenda for this meeting, send it to me and I will include it on the agenda. If you are unable to attend, you can still provide me with your input/feedback on the Demandstar system via email, phone, or fax listed above.

Thanks to all who responded and I look forward to meeting with you on the 28th.

Sincerely,

Ron Ledesma
Data Analyst
Procurement Department
Capital Metropolitan Transportation Authority
2910 E 5th Street
Austin, Texas
(512) 389-7530

1/16/2003

DemandStar Texas User Group Meeting
Dallas ISD Admin Bldg
January 28, 2003
10:30 am

Attendees:

Robert McLaughlin, Carrollton-Farmers Branch - ISD
Jenny Eastman, City of Addison
Minok Suh, City of Addison
Janice Hughes, City of Arlington
Greg Pervis, City of Cedar Hill
Johnny Sutton, City of DeSoto
Brunswick, City of Duncanville
Judy Hollis, City of Irving
Michele Brand, City of Mesquite
Becky Dorsey, City of Mesquite
James Horst, City of San Antonio
Joyce Southwood, City of Waco
Gina Eckhardt, City of Waco
Paul Rosencrans, Dallas ISD
Karen Christiansen, Onvia
Ron Ledesma, Capital Metro

Following are notes from the Texas User Group Meeting held on January 28, 2003 in Dallas. After introduction of users in attendance, Karen Christianson, Manager of Agency Services for Onvia gave an update on company focus, newsletters, and product changes. The floor was then opened to questions & answers and open discussion.

Onvia Update

- Changes made to the DemandStar system are announced in newsletters sent to agencies.
- Agencies can now upload documents on the Quotewire just like what is currently available on Bidwire.
- Changes made to the DemandStar system are made every two weeks. The next scheduled update is February 5, 2003.
- Chairperson for User Groups will attend the annual Agency Advisory Board meeting held in Seattle on March 10 & 11, 2003. Chairperson will provide feedback and input obtained at the User Group meetings. Onvia will provide chairperson with information on new releases and product updates to share with User Groups.
- Onvia focus in previous years had been to sign up suppliers. In 2003 the focus has shifted to the agencies and getting agencies to sign up by attending trade shows.
- Onvia has formed focus groups to discuss bidding and electronic purchasing, supplier recruitment and agency community.
- Onvia changes for this quarter include:

DemandStar Texas User Group Meeting
Dallas ISD Admin Bldg
January 28, 2003
10:30 am

- Quotewire ability to add supplemental suppliers. Current, the ability to add supplemental suppliers is not available in Quotewire. Update scheduled for 02/19/03.
- Onvia is looking at new document fulfillment partner by end of quarter, scheduled for March 19, 2003. The new partner could possibly provide a Fed-Ex number to ship documents at no cost to the agency. Suppliers will still be able to view plans online, and have the ability to download bid specs and order plans only.
- NIGP commodity codes will be updated. There will be about 1,000 new codes. This update is scheduled for March 5, 2003.

Questions & Answers

Q - Does DemandStar have the ability to adapt to new environment?

A - The system does not integrate with new ERP/ERM – there are too many different systems right now.

Q - When will the ability to add supplemental suppliers in Quotewire be available?

A - By the end of the quarter, possibly sometime in February, scheduled for February 19, 2003. Agencies will be notified via special notification and also in the newsletters.

Q - Is it possible to add addenda to Quotewire?

A - Not at this time.

Q - What is the benefit of using Quotewire?

A - Quotes are posted within 15 minutes. Registered, subscribing vendors will be notified of bid opportunity. Suppliers use DemandStar to submit bids electronically online. After the vendor enters their information, it is available for viewing by agency. Awards are done online. Agencies can award online – line item basis or complete quote.

Q - In Quotewire, is it possible for the vendor to upload a sample picture of an item?

A - This function is currently not available. The User Group Chairperson can submit this request for possible future upgrade to system.

Q - Using Oracle how do you get individual requisition lines into Quotewire?

A - You can type or copy and paste individual line information into Quotewire.

Q - Why are there features in Bidwire that are not in Quotewire, such as attaching documents, adding supplemental suppliers?

A - This is how the system was originally developed. Any requests for enhancements or changes for improvements to the system can be submitted through the User Group Chairperson.

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Q - Is it possible to send quotes to specific vendors, local only, or supplemental only?

A - This feature or function is not currently available.

Q - Is it possible in Quotewire and Bidwire to select a planholder from a drop down list when making an award?

A - This is not currently available. This function will be available in an update in the near future on Bidwire only.

Q - When suppliers receive notification of bid opportunities via fax, the documents sent do not seem very appealing.

A - The fax sent to suppliers includes a cover page, the DemandStar legal ad, and the fax order form. When sent via email, the notification includes the name of the agency, the bid name, and the scope for that bid opportunity.

Q - Is there any documentation available that could be provided to suppliers on how to navigate the DemandStar system? Agencies receive telephone calls requesting assistance on how to create profiles, locate and download bids.

A - The Online Help is currently under construction. A PDF document with instructions on navigating through the DemandStar system is in the works and will be provided to Agencies to pass on to suppliers.

Q - When suppliers set-up their account is it clear on how to select the codes (medical, construction, etc.)?

A - When suppliers get to commodity codes screen, they see the same that agencies see. It is confusing, however, suppliers can search by keyword and select commodity code. If the supplier selects the category, they will be notified of bid opportunities for all items in that category. 80% of subscribing suppliers subscribe via telephone and are assisted by Supplier Services Representatives. After two weeks a representative will contact the new subscribing supplier to make sure they are receiving bid notifications for codes requested. There is also a quarterly supplier newsletter sent to all subscribing suppliers.

Q - Suppliers say they are not receiving bids from agencies.

A - If suppliers are having problems, give them the 800 number (800-711-1712) to supplier services customer services. A representative will make sure that the correct codes were selected. An email is also sent to subscribing suppliers asking that they check their profile and commodity codes and update as needed.

Q - When suppliers call the 800 number for assistance, the message they receive in their conversation with a supplier services representative, is that they must subscribe to the bid notification service in order to download bids and the cost is \$400+.

A - Karen Christianson will speak to supplier services representatives.

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Q - After entering supplemental suppliers for a specific bid ready for broadcast, the complete list of supplemental suppliers did not get a fax notification even though system indicates the supplier was notified.

A - Contact Karen Christianson next time prior to broadcast.

Q - Is it possible when entering supplemental suppliers to enter an email address instead of fax for notification?

A - Yes, but a fax number is still required.

Q - If I am a non-subscribing supplier, can I still get the bid free?

A - Yes, creating a user profile to register, get login and password does not require subscription to notification service. Your login and password gives you access to download and print bid opportunities free of charge.

Q - A processing error message is received when uploading bid documents in Word format.

A - Onvia is aware of this problem, send the document via email attachment and an agency services representative will upload the document(s) for you.

Q - Agencies reported that there was a problem with printing the planholder list. When changing the setting to format for print, you must go to each page and print. The previous format would print more than 10 suppliers per page.

A - Onvia is not aware of this problem, but would look into it.

Q - Is it possible for suppliers to view a listing of awarded bids, vendor and amount?

A - Suppliers are not notified of award nor bid tabs. A future release (now available) will include Awarded Supplier and amount of award in bid details.

Q - Can we get a report by supplier property list for MWBE only to send to an internal agency department for confirmation, with the ability to pick supplier property criteria

A - This is currently in the works.

Q - Agencies have received calls from company representatives (Hotsheet, Construction Data, Dodge) requesting bid information, attendance list. Why are they are not allowed to go on DemandStar site to download bid information?

A - Some companies such as those listed are competitors of DemandStar. What they do is download bid opportunities and for a fee provide documents to their clients.

The next user group meeting will be held after the Agency Advisory Board meeting scheduled for March 10 & 11, 2003.

Karen Christianson
Manager Agency Services

22 June

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