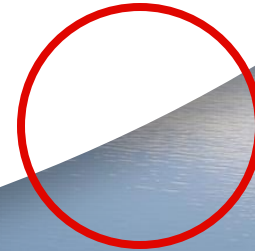




**bidnet direct.**  
powered by mdf commerce

# How to do business with the San Diego County Water Authority

<https://www.bidnetdirect.com/california/sandiegocountywaterauthority>



# Before We Begin

Housekeeping



## Audio

- This is a listen-only event
- Check your audio settings if you are having problems with the sound
- No microphone required



## Questions

- Ask your questions in the Q&A window or via the chat box and we will answer your questions throughout the webinar



## Recording

- The session is being recorded and will be available at a later date
- The presentation will also be available with the recording



## Contact Us

- If you want us to contact you, leave your name, email and reason in the Chat window

# Here to Help

- **Kim Cullen**, Director of Marketing at Bidnet Direct  
[kim.cullen@mdfcommerce.com](mailto:kim.cullen@mdfcommerce.com)
- **Jennifer Nguyen**, Assistant Management Analyst  
Administrative Services at SDCWA  
(858) 522-6654  
[jnguyen@cdcwa.org](mailto:jnguyen@cdcwa.org)
- **Sabrina Brown** Sr. Management Analyst,  
Administrative Services at SDCWA  
(858) 522-6639  
[sbrown@cdcwa.org](mailto:sbrown@cdcwa.org)
- **Bidnet Direct Vendor Support Team**  
M-F 8am-8pm ET  
800-835-4603, option 2





# Agenda

1. Overview of **bidnet direct & California Purchasing Group**
  - Notification emails - As posted by the Water Authority & Statewide
2. Small Business Certification – San Diego County Water Authority
3. How participating buyers see your company
4. NIGP Codes- code categories and why it matters
5. Online Demonstration:
  - How to find bids
  - Saving searches
  - Free Registration vs. Purchasing Group vs. Statewide bids
  - Uploading your W-9 & updating vendor profile
6. Placing a bid electronically - Electronic Bid Submission
7. How to register to download documents, addenda & submit bids
8. Q & A



# California Purchasing Group

The screenshot shows the bidnetdirect.com/california website. The header includes the bidnet direct logo (powered by mdf commerce), navigation links for Bid Search, Participating Agencies, Purchasing Groups, Vendor Solutions, and Buyer Solutions, and buttons for Login and Vendor Registration. A search bar is present with the text "Search by Keywords or Bid Title" and a "Find Bids" button. The main banner features a background image of the Golden Gate Bridge and the text "California Purchasing Group Local California government bids & RFPs" along with the "CALIFORNIA purchasing group" logo.

## California Purchasing Group

Welcome to the California Purchasing Group!

Register for extensive access to statewide RFPs, bids and awards throughout California. Registered vendors benefit from more state and local government bid information in a central location, less paperwork and an easier method of doing business with California state & local governments. Please register with Statewide access for open bids and RFPs from 764 government agencies.

### Vendor Registration

Grow your government business in California!  
Register today to receive real-time notifications of matching bids, access documents & receive real-time addendum.

[REGISTER NOW →](#)

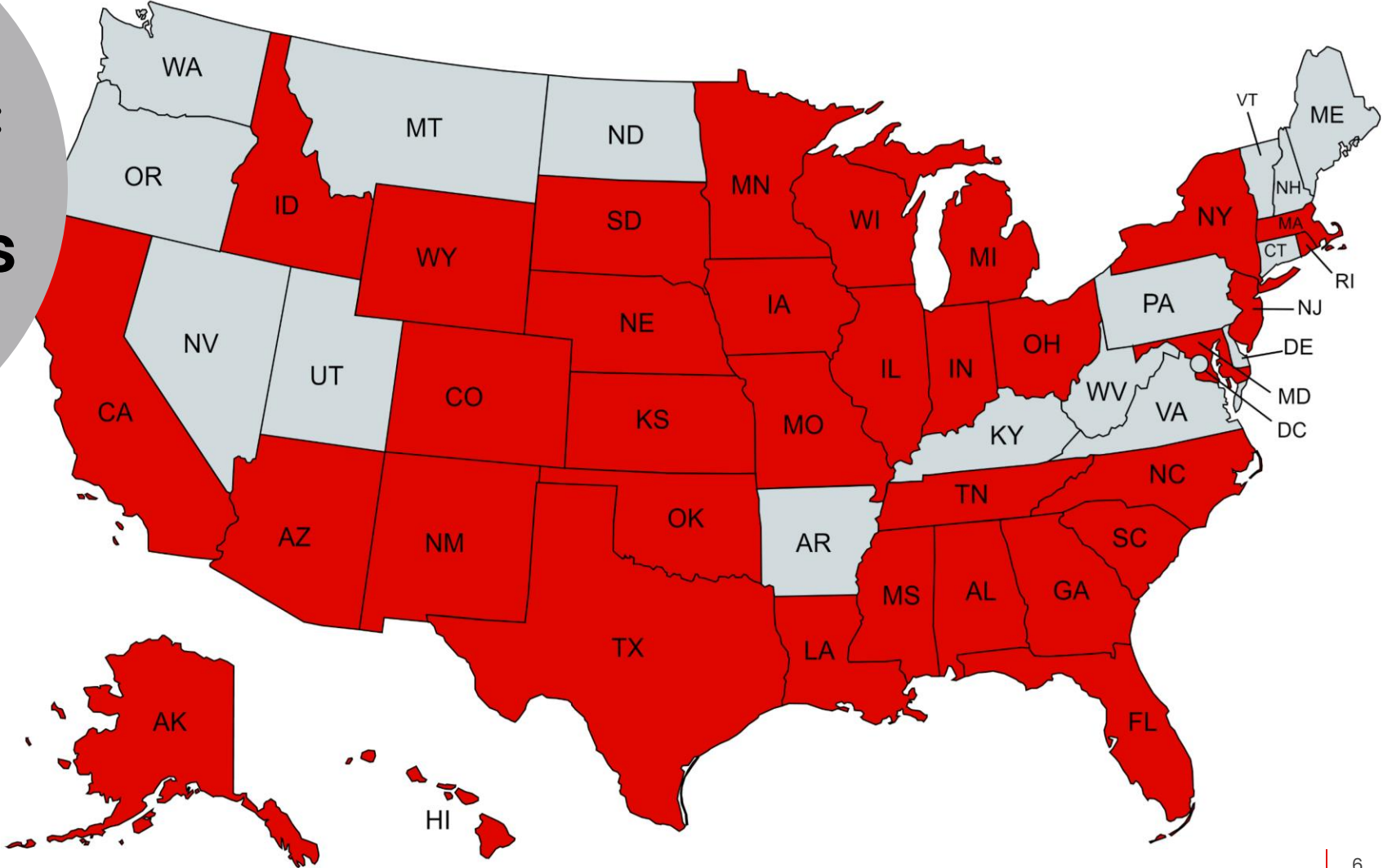
**Open Solicitations** | Closed Solicitations

Filters: **2339 Statewide & Federal Bids** | 78 Groups Bids | [What's the difference?](#)

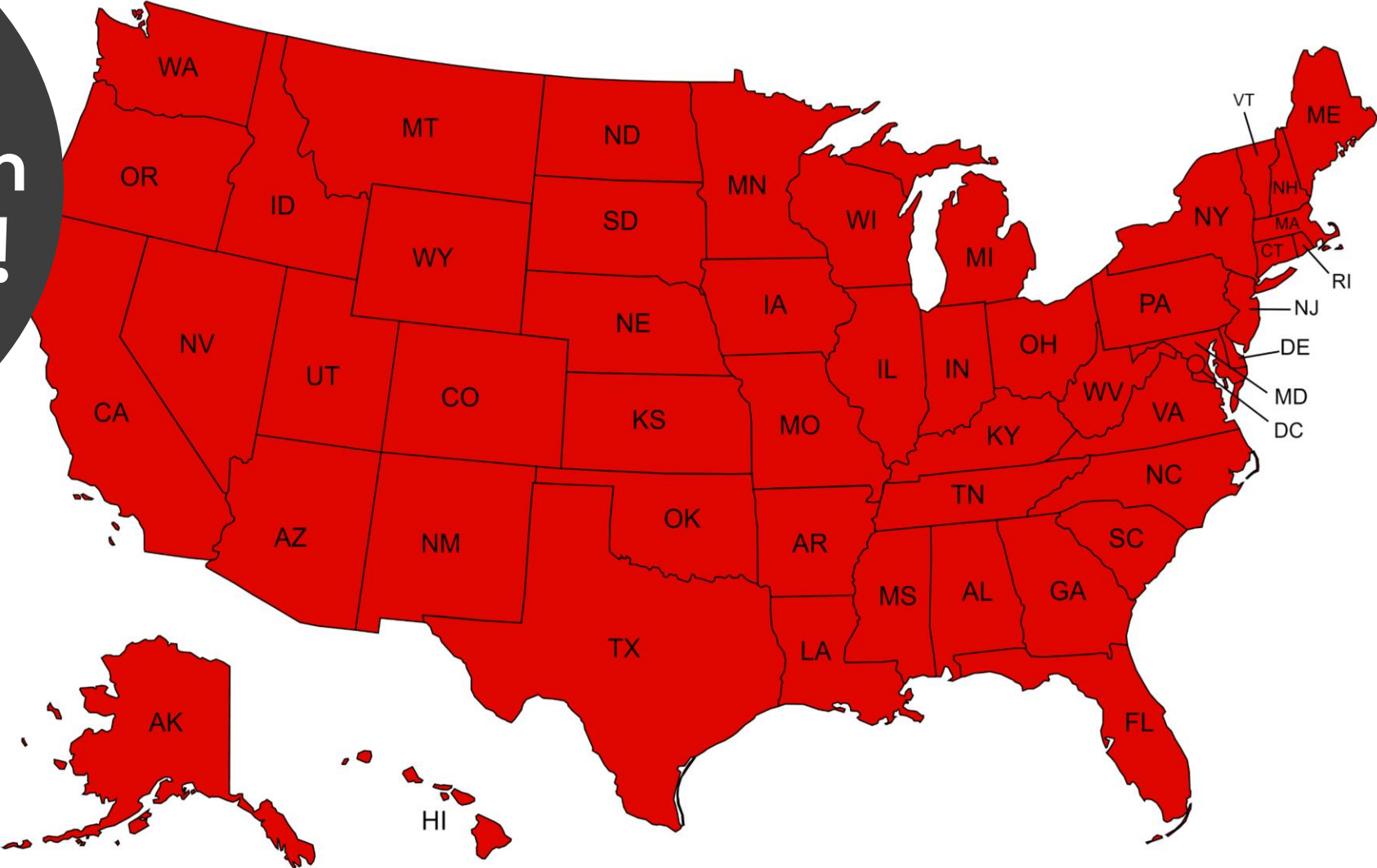
2,339 Open Solicitations | Order By: Published Date (Newest first)

Solicitation Title	Published	Closing
<a href="#">Behavioral Health Training Services</a> California	10/02/2023	10/12/2023

# Purchasing Groups: **Exclusive Bid Opportunities**





**Bids  
available from  
50 states!**






# Group Notification

San Diego County Water Authority Has Published a New Solicitation Matching Your Profile

 BidNet Direct <noreply@bidnet.com>  
To  San Diego County Water Authority

[← Reply](#) [↶ Reply All](#) [→ Forward](#) [⋮](#)

Fri 1/28/2023 4:51 PM

 If there are problems with how this message is displayed, click here to view it in a web browser.

**bidnet direct.**  
powered by mdf commerce

**NEED HELP: 800-835-4603** **HOME**

Nap Fortich,

The following solicitation, matching your notification profile, has been published on BidNet Direct:

Solicitation Number: RFLI-2024-RM1-02

Solicitation Title: Subject Matter Experts (SMEs) for Technical Assistance Workshops /Businesses

Buying Organization: San Diego County Water Authority

Description: The purpose of this RFLI is to prequalify able and ready Subject Matter Experts (SMEs) who will provide technical assistance workshops to small businesses for the purposes of establishing internships and entry-level positions to create career pathways for tech talent.

The window to submit proposals and get qualified with the College will be every 6 months. Please note that if a company or vendor is prequalified under this process, they do not need to resubmit each time th...

Closing date: 10/24/2023 03:00 PM EDT


If you wish to obtain complete information about this solicitation, please click on the link below:  
[Link to Solicitation Page](#)

If you need assistance, please call BidNet Direct's Support Department at 800-835-4603. Service hours are Monday-Friday from 8:00 am to 8:00 pm EST.



# Statewide Notification

## Statewide Bid Opportunities - 07/26/2023

 BidNet Direct [noreply@bidnet.com]

Sent: Thu 7/26/2023 3:54 AM

To: Kim Cullen (BIDNET)

**Kimberly Cullen**  
**BidNet Direct TEST Account**

Thursday July 26th, 2023

Here are your statewide opportunities. The opportunities listed below are based on your search preferences and have been added in the last day. Click on any of the titles below to view the solicitation.

You can refine or expand the list of relevant opportunities you receive by [updating your organization categories](#).

Solicitation Title	Organization	Delivery Location	Publication Date	Closing Date
<a href="#">CSMART Application Management Services</a>	City of Houston	TX, USA	07/25/2023	08/23/2023
<a href="#">OPEN RECORDS SYSTEM</a>	County of Rockdale	Rockdale County, GA, USA	07/25/2023	08/23/2023
<a href="#">CLOUD-BASED, VENDOR-HOSTED INTERGRATED PARKING MANAGEMENT SYSTEM</a>	City of Durham	Durham County, NC, USA	07/25/2023	08/24/2023
<a href="#">Integrated Law Enforcement System</a>	County of El Dorado	El Dorado County, CA, USA	07/25/2023	08/21/2023



# San Diego County Water Authority And Its 24 Member Agencies

The screenshot shows the Bidnet Direct website interface. At the top, there is a navigation bar with 'bidnet direct.' logo, 'powered by mcl commerce', and links for 'SOLICITATIONS', 'REPORTS', and 'PARTICIPATING ORGANIZATIONS'. A search bar is present with the text 'Search by Keywords or Bid Title' and a 'Find Bids' button. Below the search bar is a large banner image of the Golden Gate Bridge with the text 'San Diego County Water Authority' and 'Get notified of bid opportunities from San Diego County Water Authority'. The 'CALIFORNIA purchasing group' logo is also visible. The main content area is titled 'San Diego County Water Authority Bid Opportunities' and includes a paragraph of introductory text. Below this, there are tabs for 'Open Solicitations' and 'Closed Solicitations'. Under 'Open Solicitations', there is a list of 4 open solicitations, with the first one being 'RFP-JN-WaterEfficientLandscapesDirectInstall Water Efficient Landscapes - Direct Install Project' published on 09/20/2023 and closing on 10/30/2023.

For questions, contact the Purchasing team at [scoop@sdcwa.org](mailto:scoop@sdcwa.org).

- Getting comfortable with technology of Bidnet Direct
  - Certification – get re-certified
  - Electronic bid submission

<https://www.bidnetdirect.com/california/sandiegocountywaterauthority>

# The Water Authority's SCOOP – Small Business Program



San Diego County Water Authority  
And Its 24 Member Agencies

WORK WITH US > SMALL BUSINESS RESOURCES

YOUR WATER PROJECTS & PROGRAMS IN THE COMMUNITY WORK WITH US MEMBER AGENCIES ABOUT US

## SMALL BUSINESS RESOURCES



### Partnering with Small Businesses

The Water Authority works with small businesses to procure goods and services that support the essential work of the agency. The Small Contractor Outreach and Opportunities Program, known as SCOOP, is designed to maximize small business participation on Water Authority contracts and procurements.

If your company is interested in doing business with the Water Authority, following a few simple steps will help you begin to position your company to win a piece of the Water Authority contracting pie:

- Review **goods and services** the Water Authority typically solicits competitive proposals and bids.
- Register your company with **Bidnet's California Purchasing Group**, which

## SMALL BUSINESS RESOURCES

<https://www.sdcwa.org/work-with-us/small-business-programs/>




San Diego County Water Authority  
And Its 24 Member Agencies

WORK WITH US > PURCHASING OVERVIEW

YOUR WATER PROJECTS & PROGRAMS IN THE COMMUNITY WORK WITH US MEMBER AGENCIES ABOUT US

## PURCHASING OVERVIEW



### Purchasing Goods and Services to Support Essential Work

The Water Authority purchases a variety of goods and services — including materials, supplies, equipment, maintenance services, professional and non-professional services, and construction services — through a variety of procurement methods.

For questions, contact the Purchasing team at [vendors@sdewa.org](mailto:vendors@sdewa.org)

## PURCHASING OVERVIEW

<https://www.sdcwa.org/work-with-us/purchasing-overview/>

# The Water Authority's SCOOP – Small Business Program

Get Re-Certified on Bidnet Direct for 3-year term (36 months)



## **SIMPLE Qualification form**

- Must re-submit qualification
- 36 months upon approval



# The Water Authority's SCOOP – Small Business Program

1

The screenshot shows the top navigation bar of the bidnet direct website. On the left is the logo "bidnet direct. powered by mdf commerce". To the right are two main menu items: "SOLICITATIONS" and "PARTICIPATING ORGANIZATIONS". Below these are four icons with labels: a magnifying glass for "Search", an envelope for "Matching Profiles", a clipboard with a checkmark for "Bid Management", and a target icon for "Qualifications".

2

The screenshot shows the "San Diego County Water Authority Small Business Application" form. At the top right, there is a link "Need help filling this form?". Below the title, there is a status bar showing "DRAFT (NOT SUBMITTED YET)", "Type: Optional", and "Version: 1". A progress indicator shows two steps: "1 Form" (active) and "2 Submission". The form is divided into sections: "Company and Contact Information" and "Small Business Contact Information". The "Company and Contact Information" section includes a heading, a sub-heading "Please complete the following information to apply for small business certification with the San Diego County Water Authority.", and three input fields: "Legal Company Name\*", "Main Contact Name\*", and "Email\*". The "Small Business Contact Information" section includes a heading and a sub-heading "Please add your Small Business Contact Information.", with input fields for "Small Business Contact Name\*" and "Email\*".

3

The screenshot shows a summary card for the "San Diego County Water Authority Small Business Application". The card displays the application title, the organization name "San Diego County Water Authority", and the status "Qualification Active". Below this, there is a table with three columns: "ACTIVE" (in a green box), "Submission Date" (08/06/2023), and "Expiration Date" (08/07/2024). A "View History" link with a dropdown arrow is located at the bottom right of the card.

Get Re-Certified on Bidnet Direct

# How Participating Buyers See Your Company

What Buyers See: Vendor Search

# NIGP Codes

The screenshot displays the NIGP Categories interface. At the top, it shows '44 Selected' categories. Below this, there are two sections: 'Categories Selected (44)' and 'Categories'. The 'Categories Selected' section lists four categories with their descriptions and checkboxes. The 'Categories' section lists five categories, with a search bar on the right containing the text 'architect'. A red arrow points from the search bar to the right. At the bottom of the interface, there are 'CANCEL' and 'SAVE' buttons.

Category Code	Description	Selected
257	DEFENSE SYSTEM AND HOMELAND SECURITY EQUIPMENT, WEAPONS AND ACCESSORIES	<input checked="" type="checkbox"/>
25726	CBRNE Medical Supplies and Pharmaceuticals (Not Otherwise Classified) CBRNE Medical Supplies and Pharmaceuticals (Not Otherwise Classified)	<input checked="" type="checkbox"/>
465	HOSPITAL AND SURGICAL EQUIPMENT, INSTRUMENTS, AND SUPPLIES	<input checked="" type="checkbox"/>
46501	Analyzer Equipment, Medical (Not Otherwise Classified) Analyzer Equipment, Medical (Not Otherwise Classified)	<input checked="" type="checkbox"/>
208	COMPUTER SOFTWARE FOR MICROCOMPUTERS, SYSTEMS, INCLUDING CLOUD-BASED (PREPROGRAMMED)	<input type="checkbox"/>
20812	Architectural Software Architectural Software	<input type="checkbox"/>
209	COMPUTER SOFTWARE FOR MINI AND MAINFRAME COMPUTERS (PREPROGRAMMED)	<input type="checkbox"/>
20914	Architectural Software (Mini/Mainframes) Architectural Software (Mini/Mainframes)	<input type="checkbox"/>
305	ENGINEERING AND ARCHITECTURAL EQUIPMENT, SURVEYING EQUIPMENT, DRAWING INSTRUMENTS, AND SUPPLIES	<input type="checkbox"/>

This copy of the NIGP Code is the property of the National Institute of Governmental Purchasing, Inc. (NIGP), is displayed and used by BidNet under license from Periscope Holdings, Inc. (the authorized sub-licensor of NIGP), and is protected under the copyright laws of the United States. It may not be copied or used (in whole or part) by any party unless such party is authorized to do so under the terms of a written license agreement entered into with NIGP or its authorized sub-licensors expressly authorizing such party to use the NIGP Code. Unauthorized copying or use is prohibited. Dated: January 2016

- Category codes used by local government agencies
- 5-digit codes
- How you get “matched” or sent an opportunity by a participating agency
- Updating your codes by editing under “My Organization”

# Online Demonstration

The screenshot shows the bidnet direct website interface. At the top left is the logo "bidnet direct. powered by mdi commerce". Navigation links include "SOLICITATIONS", "REPORTS", and "PARTICIPATING ORGANIZATIONS". A search bar contains the text "Search by Keywords or Bid Title" and a "Find Bids" button. The main banner features a background image of the Golden Gate Bridge and the text "San Diego County Water Authority" and "Get notified of bid opportunities from San Diego County Water Authority". The California Purchasing Group logo is also present. Below the banner, the page title is "San Diego County Water Authority Bid Opportunities". A paragraph of text describes the Water Authority's purchasing practices and the SCOOP program. At the bottom, there are tabs for "Open Solicitations" and "Closed Solicitations". The "Open Solicitations" tab is active, showing a list of 4 open solicitations. The first item is "RFP-JN-WaterEfficientLandscapesDirectInstall" with the title "Water Efficient Landscapes - Direct Install Project" and location "California". It shows a published date of 09/20/2023 and a closing date of 10/30/2023. The second item is "RFP-JN-CIPOutreachNTE150" with the title "As Needed Capital Improvement Program Outreach Services (Not to Exceed \$150k)" and a published date of 09/07/2023.

bidnet direct.  
powered by mdi commerce

SOLICITATIONS REPORTS PARTICIPATING ORGANIZATIONS

Search by Keywords or Bid Title Find Bids

## San Diego County Water Authority

Get notified of bid opportunities from San Diego County Water Authority

CALIFORNIA  
purchasing group

### San Diego County Water Authority Bid Opportunities

San Diego County Water Authority  
And Its 24 Member Agencies

Interested vendors are encouraged to review the information provided to familiarize themselves with the Water Authority's purchasing practices. By helping vendors become familiar with its process, the Water Authority seeks to foster relationships with vendors who offer quality goods and services at competitive prices. The San Diego County Water Authority's Small Contractor Outreach and Opportunities Program (SCOOP) is designed to maximize small business participation on Water Authority contracts and procurements. SCOOP meets this objective through outreach activities such as networking, **training**, and technical assistance. SCOOP facilitates the development and reinforcement of skill sets that small businesses need to partner, **bid**, and perform successfully on **Water Authority projects**. We welcome your participation in our solicitation process!

Open Solicitations Closed Solicitations

4 Open Solicitations Order By Published Date (Newest first) ▾

RFP-JN-WaterEfficientLandscapesDirectInstall <a href="#">Water Efficient Landscapes - Direct Install Project</a> California	Published 09/20/2023 Closing 10/30/2023
RFP-JN-CIPOutreachNTE150 <a href="#">As Needed Capital Improvement Program Outreach Services (Not to Exceed \$150k)</a>	Published 09/07/2023



# Deadline & Solicitation

RFP-JN-WaterEfficientLandscapesDirectInstall - Water Efficient Landscapes - Direct Install Project

[Bid Intent](#) [Place Bid](#) [Download](#) [Notes](#)

**Time Left to Bid**  
**28d 03h 06m**

- Notice
- Categories
- Documents
- Q & A
- Document Request List
- Audit

<b>Reference Number</b> 0000330512	<b>Issuing Organization</b> San Diego County Water Authority
<b>Owner Organization</b> WR-WCP	<b>Solicitation Type</b> RFP - Request for Proposal (Formal)
<b>Solicitation Number</b> RFP-JN-WaterEfficientLandscapesDirectInstall	<b>Title</b> Water Efficient Landscapes - Direct Install Project
<b>Source ID</b> PU.OTH.USA.2488859.C14721901	<b>Purchase Type</b> Duration: 4 years Option: 1 year
<b>Details</b>	<b>Bid Intent</b> Optional
<b>Location</b> United States, California, San Diego County	<b>Question Acceptance Deadline</b> 10/06/2023 03:00 PM EDT
<b>Piggyback Contract</b> Yes	<b>Closing Date</b> 10/30/2023 03:00 PM EDT
<b>Dates</b>	
<b>Publication</b> 09/20/2023 03:30 PM EDT	
<b>Bid Intent Deadline</b> 10/30/2023 03:00 PM EDT	
<b>Questions are submitted online</b> Yes	

# Electronic bid submission

RFP-JN-WaterEfficientLandscapesDirectInstall - Water Efficient Landscapes - Direct Install Project

Time Left to Bid  
**28d 03h 05m**

Reference Number: 0000330512  
Issuing Organization: San Diego County Water Authority  
Owner Organization: WR-WCP  
Solicitation Type: RFP - Request for Proposal (Formal)  
Solicitation Number: RFP-JN-WaterEfficientLandscapesDirectInstall - Water Efficient Landscapes - Direct Install Project  
Source ID: PU.OTH.U.S.A.

Details

Location: United States  
Piggyback Code: Yes

Dates

Publication: 09/20/2023 03:30 PM EDT  
Bid Intent: Optional  
Bid Intent Deadline: 10/30/2023 03:00 PM EDT  
Question Acceptance Deadline: 10/06/2023 03:00 PM EDT  
Questions are submitted online: Yes  
Closing Date: 10/30/2023 03:00 PM EDT

**Place a Bid**

RFP-JN-WaterEfficientLandscapesDirectInstall - Water Efficient Landscapes - Direct Install Project

Closing Date: 10/30/2023 03:00 PM EDT

Please select the desired action and click on Continue.

Place a new Bid  
 Place a No Bid

Cancel Continue

# Electronic bid submission

## Important reminders:

- Document titles
- Follow directions!

RFP123 - Construction Project

Status: **BID NOT SUBMITTED** Closing Date: 12/01/2022 03:00 PM EST Time Left to Bid: 40d 22h 22m

### Create Bid

1 Proposal 2 Submission 3 Confirmation

Documents Pricing

**Bid Documents - Bid Documents** OPTIONAL ^

Documents defining the proposal

Drag & Drop or browse for your file

Drag & Drop or browse for your zip file

[Collapse All](#) | [Expand All](#)

File	Size	Uploaded Date	Processing Status	
RFP123 - Construction Proposal.pdf	491 Kb	11/01/2022 11:11 AM EDT	COMPLETED	⋮

? Cancel Save & Quit Next

# Electronic Bid Submission

//  
Oops! I uploaded the  
wrong document.  
//

On Bid Documents screen:  
Hamburger icon → Remove Document

The screenshot shows the 'Bid Documents' screen with two upload areas for files and zip files. Below these is a table of documents. The table has columns for File, Size, Uploaded Date, and Processing Status. A red circle highlights the hamburger menu icon in the 'Processing Status' column for the document 'RFP123 - Construction Proposal.pdf'.

File	Size	Uploaded Date	Processing Status	
RFP123 - Construction Proposal.pdf	491 Kb	11/01/2022 11:11 AM EDT	COMPLETED	⋮



# Electronic Bid Submission

(Optional) is found  
on any document  
NOT required

Save & Quit to  
come back later

Click "Next" for  
pricing & to finalize

RFP123 - Construction Project

Status: **BID NOT SUBMITTED** Closing Date: 12/01/2022 03:00 PM EST Time Left to Bid: 40d 22h 22m

### Create Bid

1 Proposal 2 Submission 3 Confirmation

Documents Pricing

**Bid Documents - Bid Documents** OPTIONAL

Documents defining the proposal

Drag & Drop or browse for your file

Drag & Drop or browse for your zip file

Collapse All | Expand All

File	Size	Uploaded Date	Processing Status
RFP123 - Construction Proposal.pdf	491 Kb	11/01/2022 11:11 AM EDT	COMPLETED

Cancel Save & Quit Next

# Electronic Bid Submission

Make certain to read any notes; on each page of the submission process & in the documents provided in the request.

The screenshot displays a web interface for submitting a bid. At the top, a dark blue header bar contains the project name "RFP123 - Construction Project" on the left. On the right, it shows the "Status" as "BID NOT SUBMITTED" in a red box, the "Closing Date" as "12/01/2022 03:00 PM EST", and a "Time Left to Bid" of "40d 22h 22m" in a teal box with a help icon. Below the header, the main content area is titled "Create Bid" and features a progress indicator with three steps: "1 Proposal" (active), "2 Submission", and "3 Confirmation". Underneath, there are two tabs: "Documents" and "Pricing". The "Pricing" tab is selected, showing a "Total Bid Price\*" input field. A note below the field states "Corresponds to the base price, excluding taxes." At the bottom of the interface, there are navigation buttons: "Previous" (with a left arrow), "Cancel" (with a help icon), "Save & Quit", and "Next" (in an orange box).

# Electronic Bid Submission

For security purposes, enter your:

- Full name
- Re-enter your password for **Bidnet Direct**; and
- Confirm

The screenshot shows a web application interface for submitting a bid. At the top, the project name is 'RFP123 - Construction Project'. The status is 'BID NOT SUBMITTED' in a red box. The closing date is '12/01/2022 03:00 PM EST' and the time left to bid is '40d 22h 22m'. The main heading is 'Create Bid'. Below this is a progress indicator with three steps: '1 Proposal', '2 Submission' (which is active), and '3 Confirmation'. The 'Exceptions' section asks 'Does this bid contain exceptions?' with radio buttons for 'No' (selected) and 'Yes'. The 'Bidder Compliance & Authentication' section contains a disclaimer and a declaration. Below this are two input fields: 'Bid Submitted By (Full Name)\*' with the value 'John Doe' and 'For security reasons please re-enter your password\*' with a masked password '\*\*\*\*\*'. At the bottom, there are navigation buttons: 'Previous', 'Cancel', 'Save & Quit', and 'Submit Bid'.

The dialog box is titled 'BID SUBMISSION CONFIRMATION'. It contains the text: 'Submission will make the bid active and submit it to the solicitation owner. Are you sure you want to proceed?'. At the bottom, there are two buttons: 'NO' and 'YES'.

# Electronic Bid Submission

## Create Bid

 [Print](#)

 Proposal  Submission **3** Confirmation

Your bid for solicitation "12345321 - Auditing Services" has officially been submitted. You will receive notifications by email when amendments are issued.

**Bid Submission Date** 02/17/2023 03:53 PM EST

**Confirmation Number** 0000009180

You can [download a PDF version](#) of this confirmation for your records.

Take note that you can withdraw and modify your bid up until the solicitation's closing date set for 02/28/2023 04:00 PM EST.

# Electronic Bid Submission

The screenshot shows the 'bidnet direct.' logo (powered by mdf commerce) in the top left. Navigation links for 'SOLICITATIONS' and 'PARTICIPATING ORGANIZATIONS' are in the top center. A search bar on the right contains the text 'Search by Solicitation Number or Title' and a magnifying glass icon, with an 'Advanced' link next to it. Below the search bar is a table with the following columns: Sol.Number ▲, Title, Closing Date (Time Remaining), Bid Status, Bid Submission Date, and Confirmation No. The table contains one row with the following data: Sol. Number 1130817, Title Diving program Management Services, Closing Date 09/08/2021 03:00 PM EDT (14d 1h 17m), Bid Status Submitted, Bid Submission Date 08/25/2021 01:41 PM EDT, and Confirmation No. 0000018563. Below the table, it says '1 result found'. A context menu is open over the first row, showing 'View' and 'Withdraw' options, with a hand cursor pointing at the 'View' option.

Sol.Number ▲	Title	Closing Date (Time Remaining)	Bid Status	Bid Submission Date	Confirmation No.
1130817	Diving program Management Services	09/08/2021 03:00 PM EDT (14d 1h 17m)	Submitted	08/25/2021 01:41 PM EDT	0000018563

1 result found

View your solicitation and make any changes by “withdrawing” and resubmitting up until time of bid closing.



# Registration

## Registration

### ✓ Package Selection

One year  Two years (save up to 20%)

MAXIMUM BID OPPORTUNITIES!

**Limited**

**\$0**

Create an account

- ✓ Member agencies bids
- ✓ Real-time bid alerts

**Group**

**\$9** /state /month

Billed annually

764 AGENCIES

- ✓ Member agencies bids
- ✓ Real-time bid alerts
- ✓ Advanced search

**State**

**\$36** /state /month

Billed annually

764 AGENCIES

- ✓ Member agencies bids
- ✓ Real-time bid alerts
- ✓ Advanced search
- ✓ Daily bid notifications
- ✓ State & local bids

**Federal**

**\$45** /state /month

Billed annually

1589 AGENCIES

- ✓ Member agencies bids
- ✓ Real-time bid alerts
- ✓ Advanced search
- ✓ Daily bid notifications
- ✓ State & local bids
- ✓ Federal bids



Select your States (1)

Get up to 25% OFF when you select 3+ states

California ×

Modify States

## Order Details

Limited Package

California  
California Purchasing Group

Sub-Total \$0.00

Total \$0.00

# Package Selection

- Select the package that makes the most sense for your company
- For maximum bid opportunities, select Federal Bids to receive matching email notification from ALL **Participating Member Agencies, State & Local**, and **Federal** bids across **California** (subscription fee required)
- Limited package provides access to all bid information; however, you are **not notified** when you match with new information as it is published. *Vendors can still view, search, download and respond electronically to solicitations at no cost.*
- You can also add more States you are interested in doing business by clicking “Modify States”
- Press Save and Continue

**Registration**

1 Package Selection

One year  Two years (save up to 20%)

**Limited**  
\$0  
Create an account

- Member agencies bids
- Real-time bid alerts

**Group Agencies**  
\$9 /state /month  
Billed annually

- Member agencies bids
- Real-time bid alerts
- Advanced search

**State & Local**  
\$36 /state /month  
Billed annually  
764 AGENCIES

- Member agencies bids
- Real-time bid alerts
- Advanced search
- Daily bid notifications
- State & local bids

**Federal, State & Local**  
\$45 /state /month  
Billed annually  
1589 AGENCIES

- Member agencies bids
- Real-time bid alerts
- Advanced search
- Daily bid notifications
- State & local bids
- Federal bids

**Order Details**

Federal Package (One year)

California  
California Purchasing Group

Sub-Total \$540.00

Total \$540.00

Prices are in US Dollars. All fees are non-refundable. Your subscription will renew automatically every year. Your next payment of \$540.00 (plus applicable taxes) is due next year. We will place these charges against your credit card on file next year unless you cancel your subscription beforehand. You may cancel at any time, but cancellation goes into effect at the start of your next billing cycle.

Select your States (1) **Get up to 25% OFF when you select 3+**

California x

Modify States

Save and Continue

**Selected States - Federal Package**

State Name

STATE NAME (# OF AGENCIES) **Select All/None**

- Alabama (1045)
- Alaska (899)
- Arizona (985)
- Arkansas (1127)
- California (1589)
- Colorado & Wyoming (1317)
- Connecticut (1242)
- Delaware (883)
- Florida (1257)
- Georgia (1119)

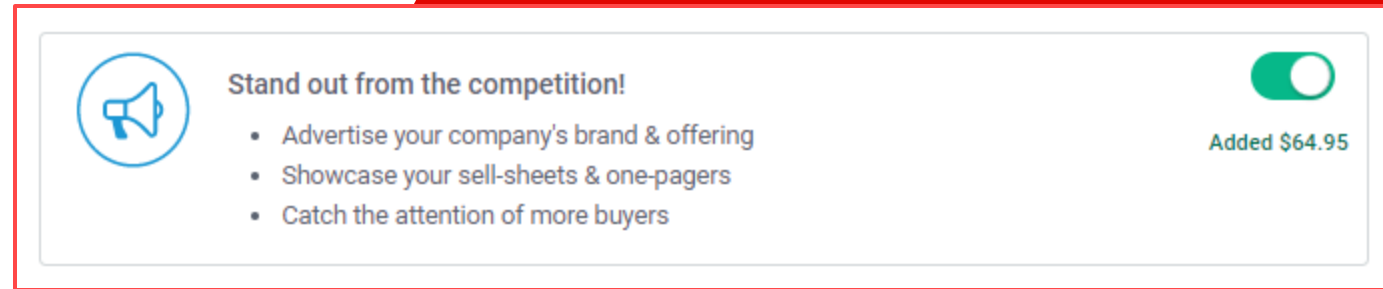
**State Discounts (Per Month)**

1-2 states	\$43.00 each
3-4 states	\$38.00 each
5 or more states	\$175.00

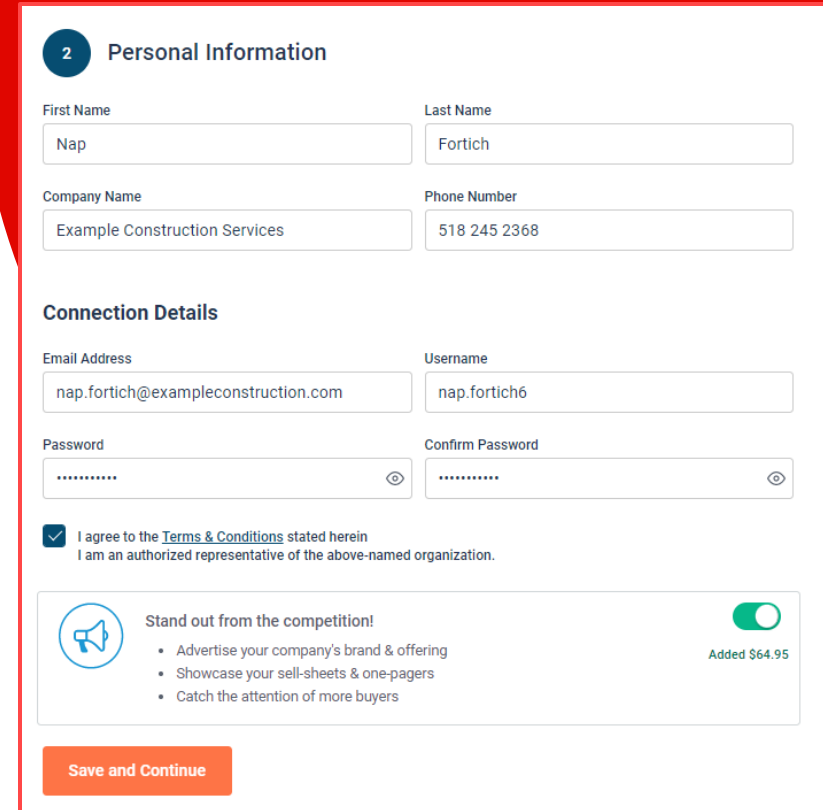
Cancel Confirm (1) States

# Personal Information & Advertising Package

- Also in this section, an option is available to add your logo, product sell-sheets, catalogues, etc. to your company profile
- You can add this to your profile or click on the toggle to remove the Advertising Package. *You can always add this later.*
- Review your personal information and click “Save and Continue”
- *Note: If you did not select any paid packages, the button will say “Finalize the Registration”. Skip to page 7.*



A white card with a red border. On the left is a blue megaphone icon inside a circle. To its right is the text "Stand out from the competition!". Below this text is a bulleted list: "Advertise your company's brand & offering", "Showcase your sell-sheets & one-pagers", and "Catch the attention of more buyers". On the right side of the card is a green toggle switch that is turned on, and below it is the text "Added \$64.95".



A registration form titled "2 Personal Information". It contains several input fields: "First Name" (Nap), "Last Name" (Fortich), "Company Name" (Example Construction Services), "Phone Number" (518 245 2368), "Email Address" (nap.fortich@exampleconstruction.com), "Username" (nap.fortich6), "Password", and "Confirm Password". Below the password fields is a checked checkbox with the text "I agree to the Terms & Conditions stated herein" and "I am an authorized representative of the above-named organization." At the bottom of the form is an orange button labeled "Save and Continue".

2 Personal Information

First Name: Nap, Last Name: Fortich

Company Name: Example Construction Services, Phone Number: 518 245 2368

Connection Details

Email Address: nap.fortich@exampleconstruction.com, Username: nap.fortich6

Password: [masked], Confirm Password: [masked]

I agree to the [Terms & Conditions](#) stated herein  
I am an authorized representative of the above-named organization.

Stand out from the competition!

- Advertise your company's brand & offering
- Showcase your sell-sheets & one-pagers
- Catch the attention of more buyers


Added \$64.95

Save and Continue

# Payment Information (if applicable)

- If any paid registration options were selected, you will be prompted to enter your credit card information
- You can review the amount and the user information on the right screen
- Finalize the registration

### 3 Payment Method

VISA  AMERICAN EXPRESS

Card Holder Name

Card Number  Expiry Date  Security Code

#### Billing Address

Address

City  Zip/Postal Code

Country  State/Province

[Finalize the registration](#)

#### Order Details

Federal Package  
(One year)

California  
California Purchasing Group

Enhanced Advertising Profile \$64.95

Sub-Total \$604.95

Total \$604.95

Prices are in US Dollars. All fees are non-refundable. Your subscription will renew automatically every year. Your next payment of \$604.95 (plus applicable taxes) is due next year. We will place these charges against your credit card on file next year unless you cancel your subscription beforehand. You may cancel at any time, but cancellation goes into effect at the start of your next billing cycle.

#### User Information

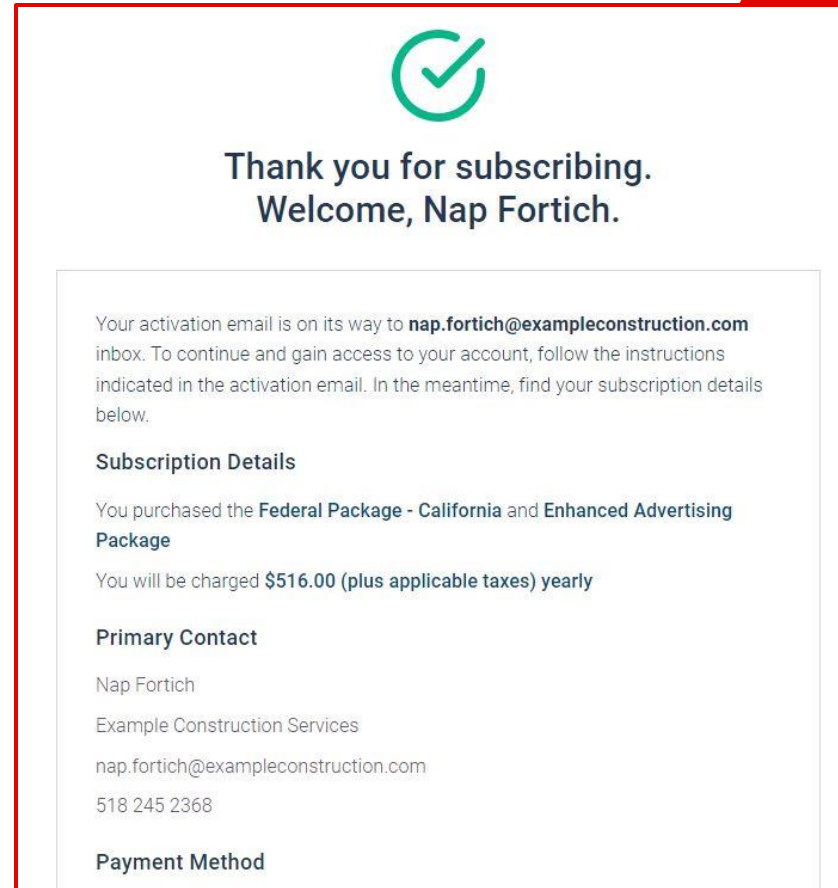
Nap Fortich

Example Construction Services

nap.fortich@exampleconstruction.com

# Complete & Activate Account

- This confirmation page will show your subscription details and the activation email will be sent to you in a few minutes
- **Check your email** to complete the registration process & verify your email address. *Make sure to check your Spam Inbox if you have not received your activation email.*
- Click on the link and login using the username and password you entered



The image shows a confirmation page for a user named Nap Fortich. At the top center is a green checkmark icon. Below it, the text reads "Thank you for subscribing. Welcome, Nap Fortich." A large box contains the following information:

Your activation email is on its way to **nap.fortich@exampleconstruction.com** inbox. To continue and gain access to your account, follow the instructions indicated in the activation email. In the meantime, find your subscription details below.

**Subscription Details**

You purchased the **Federal Package - California** and **Enhanced Advertising Package**

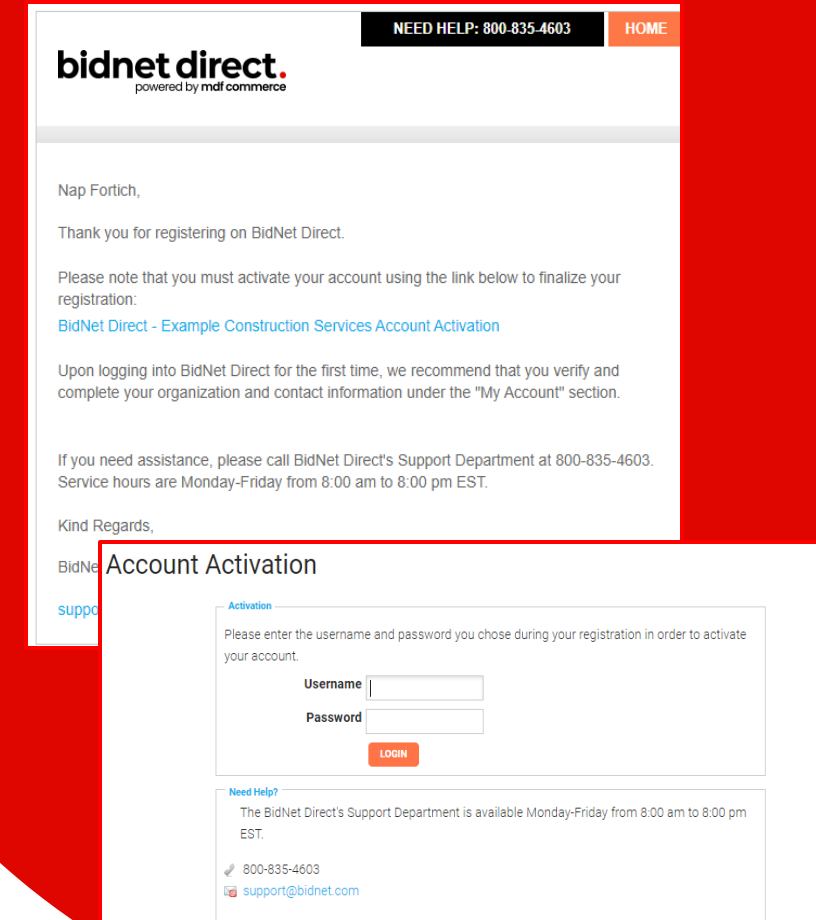
You will be charged **\$516.00 (plus applicable taxes)** yearly

**Primary Contact**

Nap Fortich  
Example Construction Services  
nap.fortich@exampleconstruction.com  
518 245 2368

**Payment Method**

## Sample Email:



The image shows a sample email from BidNet Direct. The header includes the BidNet Direct logo (powered by mdf commerce), a "NEED HELP: 800-835-4603" button, and a "HOME" link. The email body contains the following text:

Nap Fortich,

Thank you for registering on BidNet Direct.

Please note that you must activate your account using the link below to finalize your registration:  
[BidNet Direct - Example Construction Services Account Activation](#)

Upon logging into BidNet Direct for the first time, we recommend that you verify and complete your organization and contact information under the "My Account" section.

If you need assistance, please call BidNet Direct's Support Department at 800-835-4603. Service hours are Monday-Friday from 8:00 am to 8:00 pm EST.

Kind Regards,

BidNet Direct Support

**Account Activation**

**Activation**

Please enter the username and password you chose during your registration in order to activate your account.

Username

Password

**LOGIN**

**Need Help?**

The BidNet Direct's Support Department is available Monday-Friday from 8:00 am to 8:00 pm EST.

800-835-4603  
[support@bidnet.com](mailto:support@bidnet.com)



# Category Code Selection

- Upon your initial login, you will be asked to select the category codes of the products or services your company offers
- Search by keyword & select all the codes that apply
- This information is used:
  - For automatic email notifications when you match with new solicitations
  - In your company profile for buyers to search & find by product/service requirements
  - For any “invitation” to bid manually requested by buyers

3 Selected

Categories Selected (3)

155	BUILDINGS AND STRUCTURES: FABRICATED AND PREFABRICATED	<input checked="" type="checkbox"/>
15500	BUILDINGS AND STRUCTURES: FABRICATED AND PREFABRICATED	<input checked="" type="checkbox"/>
918	CONSULTING SERVICES	<input checked="" type="checkbox"/>
91800	CONSULTING SERVICES	<input checked="" type="checkbox"/>
91819	Buildings, Structures and Components Consulting Buildings, Structures and Components Consulting	<input checked="" type="checkbox"/>

Categories

Consult

905	AIRCRAFT AND AIRPORT OPERATIONS SERVICES	<input type="checkbox"/>
90528	Aviation Analytical Studies Including Surveys (See 918-12 for Consulting) Aviation Analytical Studies Including Surveys (See 918-12 for Consulting)	<input type="checkbox"/>
911	CONSTRUCTION AND UTILITIES, HIGHER EDUCATION	<input type="checkbox"/>
91158	C.I.P., Special Consultants C.I.P., Special Consultants	<input type="checkbox"/>
918	CONSULTING SERVICES	<input type="checkbox"/>

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# Additional Information

- Additional information such as your type of business structure, and any DBE or other certification will be asked
- You may also upload your W-9 form directly to your company profile (agencies prefer this)
- This information is used:
  - In your company profile for buyers to search & find by product/service requirements
  - For any “invitation” to bid manually requested by buyers

The screenshot shows a three-step process: 1 - Category Selection, 2 - Additional Information (current step), and 3 - Confirmation. The form includes sections for Business Structure\*, Business Type, Owner Ethnicity, Number of Employees\*, and Established Since\*. There is also a section for W-9 with an upload button.

**1 - Category Selection**      **2 - Additional Information**      **3 - Confirmation**

**Business Structure\***

- Public Corporation
- Private Corporation
- Partnership
- LLC or LLP
- Individual/Independent Contractor/Sole Proprietor
- Joint Venture
- Non-Profit Organization
- Government Agency
- Organization exempt under Sec 501 (a)
- Other

**Business Type**

- Small
- Large
- Minority Owned
- Woman Owned
- Veteran Owned
- Disabled
- Disadvantaged
- Service Disabled
- Historically Underutilized Business (located in a HUB Zone)
- Historically Underutilized Business (not located in a HUB Zone)
- Historically Black College or University
- Other

**Owner Ethnicity**

- Caucasian
- Hispanic
- Asian/Asian Pacific
- Sub-Continent Asian (Asian Indian)
- African American/Black
- Native American
- Other

**Number of Employees\***      **Established Since\***

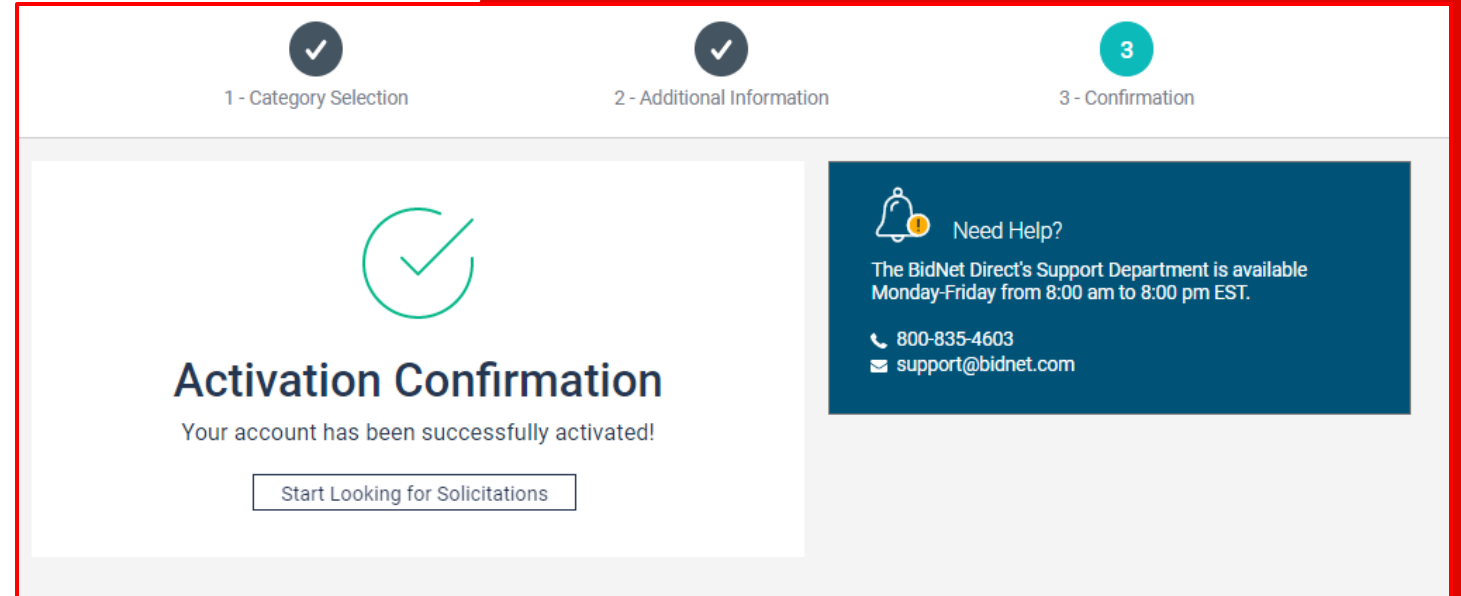
11 to 50      2005

**W-9**

[Upload W-9 form](#)

# Registration Complete!

- Login and start looking at open solicitations from **San Diego County Water Authority**
- If you selected the paid e-mail notification for Group, Statewide or Federal Opportunities, new notifications of solicitations that match your profile will start immediately
- Need help registering or navigating the system? Contact the **Bidnet Direct** Vendor Support team at **800-835-4603, option 2**



The screenshot shows a three-step registration process. Step 1, 'Category Selection', and Step 2, 'Additional Information', are both marked as complete with checkmarks in grey circles. Step 3, 'Confirmation', is the current step, marked with a '3' in a teal circle. The main content area features a large green checkmark icon, the heading 'Activation Confirmation', and the message 'Your account has been successfully activated!'. Below this is a button labeled 'Start Looking for Solicitations'. To the right, a dark blue sidebar contains a 'Need Help?' section with a bell icon, stating that support is available Monday-Friday from 8:00 am to 8:00 pm EST, and providing the phone number 800-835-4603 and email support@bidnet.com.

# Here to Help

- **Kim Cullen**, Director of Marketing at Bidnet Direct  
[kim.cullen@mdfcommerce.com](mailto:kim.cullen@mdfcommerce.com)
- **Jennifer Nguyen**, Assistant Management Analyst  
Administrative Services at SDCWA  
(858) 522-6654  
[jnguyen@cdcwa.org](mailto:jnguyen@cdcwa.org)
- **Sabrina Brown** Sr. Management Analyst,  
Administrative Services at SDCWA  
(858) 522-6639  
[sbrown@cdcwa.org](mailto:sbrown@cdcwa.org)
- **Bidnet Direct Vendor Support Team**  
M-F 8am-8pm ET  
800-835-4603, option 2



# Questions

