

# WACS MEETING DES PORTAL PAGE Q&A

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# PRIMARY QUESTIONS

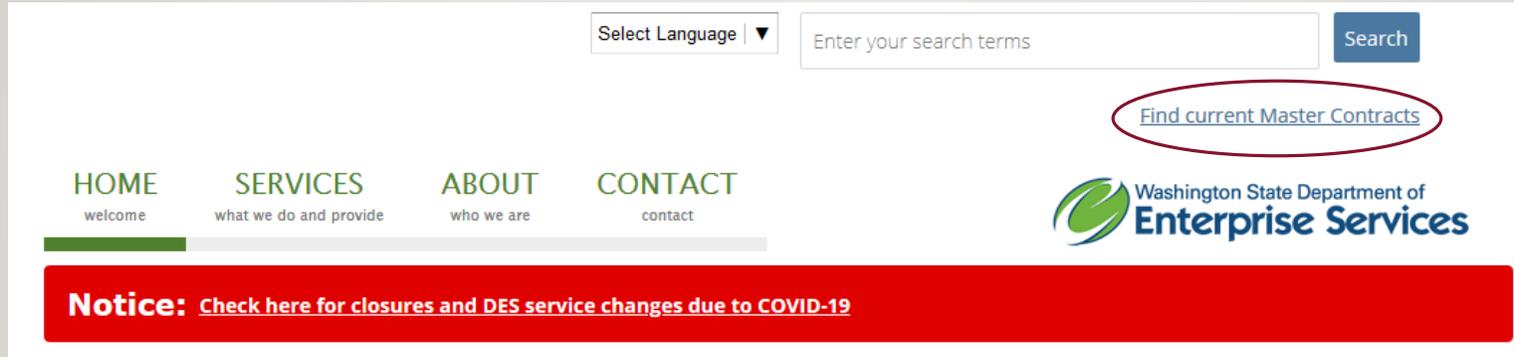
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- How to search for a specific vendor
- Tips on how to read the page after you find the contract in question
- How to find who they can go to for questions
- The differences between a NASPO and a State Contract
- How to interpret the provisions
- Upcoming Master Contracts

# HOW TO SEARCH FOR A SPECIFIC CONTRACT

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- [First – How to Search for Master Contracts](#)



The screenshot shows the top navigation area of the Washington State Department of Enterprise Services website. At the top right, there is a search bar with the placeholder text "Enter your search terms" and a blue "Search" button. To the left of the search bar is a "Select Language" dropdown menu. Below the search bar, the text "Find current Master Contracts" is circled in red. The navigation menu includes four items: "HOME" (welcome), "SERVICES" (what we do and provide), "ABOUT" (who we are), and "CONTACT" (contact). The "HOME" item is highlighted with a green bar. To the right of the navigation menu is the Washington State Department of Enterprise Services logo. At the bottom of the screenshot, a red banner contains the text: "Notice: [Check here for closures and DES service changes due to COVID-19](#)".

- <https://apps.des.wa.gov/DESContracts/>

# CONTRACT SEARCH FILTERS

- You can change how many contracts display from 10
- The columns can be filtered by the headers
- Bottom of the page has new icons
- The page will auto display recent contracts you searched

## Search Contracts

Select Contracts:

All Active Contracts

Contracts Search:

Search
Reset
?

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### All Active Contracts

Showing 1 to 10 of 196 Contracts

Show: 10 Contracts Per Page.

1
2
3
4
5
...
20

Contract # <span style="float: right;">↑↓</span>	Contract Title <span style="float: right;">↑↓</span>	Effective Date <span style="float: right;">↑↓</span>	Exp. Date <span style="float: right;">↑↓</span>	Small <span style="float: right;">↑↓</span>	Veteran <span style="float: right;">↑↓</span>	OMWBE <span style="float: right;">↑↓</span>	Considerations/Preferences <span style="float: right;">↑↓</span>	2 TIER <span style="float: right;">↑↓</span>
00318	NASPO VALUEPOINT	07-01-2021	06-30-2026					

= Contract w/ Green Recycled Content

= Contract With Certified Small Business

= \*Preference Electronic Products Purchasing

= \*Preference Polychlorinated Biphenyls (PCBs) Purchasing

= Contract With OMWBE Certified Business

= Contract With Vet-Owned Certified Business

**HFC** = \*Preference Hydrofluorocarbons Products Purchasing

**\*** = Newly Added Icon.

= Two Tier Contract

= \*Preference Executive Order 18-03

= \*Preference Nonmercury-Added Products Purchasing

# HOW TO SEARCH FOR A VENDOR

## Search Contracts

Select Contracts:

All Active Contracts  

Contracts Search:

*Enter Keyword(s), Contract #, or Vendor Name, etc...* 

 Search

 Reset

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All Active Contracts

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# HOW TO READ THE PAGE AFTER YOU FIND THE CONTRACT IN QUESTION

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- [Sample Page - https://apps.des.wa.gov/DESContracts/Home/ContractSummary/00311](https://apps.des.wa.gov/DESContracts/Home/ContractSummary/00311)
- General Information
- Pricing Sheets/Awards
- Who to Contact
- Vendor Feedback

# NASPO VS STATE CONTRACT

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- NASPO (and other Cooperatives)
  - Solicited for Nationwide use
  - (Usually) lead by another state
  - We typically just “sign on”, potentially with additional terms/restrictions
  - State Agencies require DES to “sign on” to a NASPO by use of a “PA” (Participating Addendum)
  - Cities/Counties/Towns/Higher-Ed may use cooperatives directly

# NASPO VS. STATE CONTRACT PROS & CONS

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- Pros
  - Further Leverage Buying Power
  - Quick and Easy
- Cons
  - State Loses Power, needs may not be met as well
  - Doesn't incorporate WA State preferences/regulations
  - Loses Local/Diverse/Small/Vet spend

# NASPO VS. STATE CONTRACT

## HOW CAN YOU TELL THE DIFFERENCE?

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### Contract Summary

Digital Print & Quick Copy Services

Contract #: 02516

Replaces: [03013](#)

Contract Type: **COOPERATIVE**

# UPCOMING MASTER CONTRACTS

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- Planned Procurement Page
  - <https://apps.des.wa.gov/DESContracts/Home/PlannedProcurement>