

# TABOR 100 PRESENTS

## DES Lunch & Learn Series

### Professional Services



Weekly 1-hour sessions from 12 PM – 1 PM to help walk you through how to do business with Washington State. Real procurements to pilot DES Master Contract for Business Professional Services and DES's agency training procurements.

Register at <http://bit.ly/TaborDESLL>



#### 10/29 First Session | Government 101

- How to do business with Washington State.
- Overview of DES and our procurement rules.
- Focused on business professional services opportunities and their procurement schedules.



#### 11/5 Second Session | DES Business Professional Services and Training Opportunities

- Focused discussion on DES procurement forecasts.
- Review of existing contracts for business professional services and training.
- Review public information tied to past procurements.



#### 11/12 Third Session | Washington State's On-line Bid System, WEBS

- Virtual demonstration of how to use WEBS.
- Tips to find commodity codes.
- How to find, view, and post solicitations.

#### 11/19 Fourth Session | Top Mistakes to Avoid When Pursuing Public Contracting

- Provided by the Washington State Procurement Technical Assistance Center (PTAC).
- Help to avoid common mistakes and be more successful in public contracting.
- How to receive no cost bid assistance through the PTAC.



#### 11/28 Fifth Session | Post Award Discussion

- Who bid, why or why not?
- How did it go?
- How did the winners do? Why were they successful?