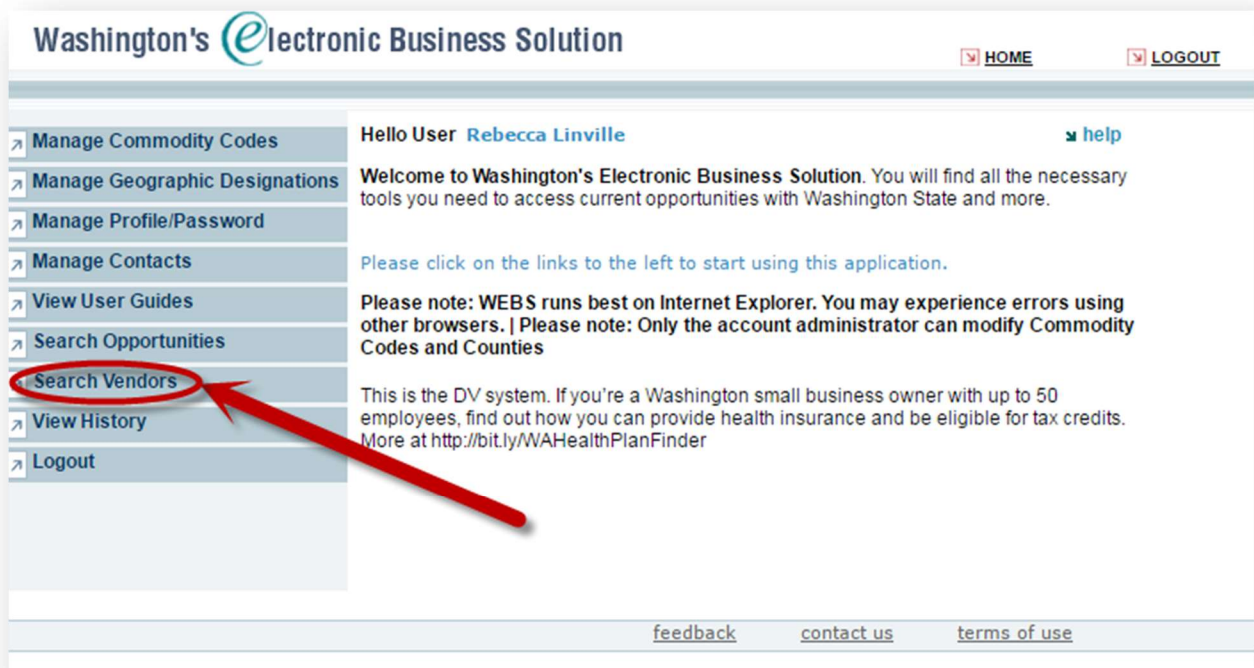


New Search Tool for WEBS Vendors

Vendors have the option to search for other registered vendors, who have chosen to share their information, for partnering opportunities.

The option to search for other vendors is listed in the menu on the left side of the screen when logged in. See below.



Washington's **e**Electronic Business Solution

HOME LOGOUT

Manage Commodity Codes
Manage Geographic Designations
Manage Profile/Password
Manage Contacts
View User Guides
Search Opportunities
Search Vendors
View History
Logout

Hello User **Rebecca Linville** help

Welcome to Washington's Electronic Business Solution. You will find all the necessary tools you need to access current opportunities with Washington State and more.

Please click on the links to the left to start using this application.

Please note: WEBS runs best on Internet Explorer. You may experience errors using other browsers. | Please note: Only the account administrator can modify Commodity Codes and Counties

This is the DV system. If you're a Washington small business owner with up to 50 employees, find out how you can provide health insurance and be eligible for tax credits. More at <http://bit.ly/WAHealthPlanFinder>

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Once in the search, enter criteria using a combination of filters:

Vendor Name, City, State, Zip – These fields are for which the business is located

Search by Commodity Codes – Here you may enter a keyword or a known code in the top block and press the “search commodity codes” link on the right. You may also use the drop down menu to pick a category, which will give you several options of codes that may meet your needs. If you need to enter more than one keyword or code, separate by using a comma in between the search terms. Once you have entered your keywords/codes, click “search commodity codes”.

Search By Commodity Code(s)

Search for commodity codes
 Enter in a keyword or keywords for your search criteria. Click "Search Commodity Codes" to execute the search. Click the boxes next to the commodity codes and click "Save" to add them to the vendor search.

Search by Keyword or Code:

or Search by Category:

You will find the results with the option to individually check commodity codes or "check all codes". Check the appropriate boxes and then the save button.

Search By Commodity Code(s)

Search for commodity codes
 Enter in a keyword or keywords for your search criteria. Click "Search Commodity Codes" to execute the search. Click the boxes next to the commodity codes and click "Save" to add them to the vendor search.

Search by Keyword or Code:

or Search by Category:

Check all codes

Code	Category	Commodity Title
<input type="checkbox"/> 770-26	Roofing Materials And Supplies	Coatings, Roof, All Kinds
Roofing Materials And Supplies		
<input type="checkbox"/> 210-16	Concrete And Metal Products, Culverts, Pilings, Septic Tanks, Accessories And Supplies	Concrete Beams, Channels, Roof Decks, Bollards, etc., Prestressed
Concrete And Metal Products, Culverts, Pilings, Septic Tanks, Accessories And Supplies		
<input type="checkbox"/> 450-30	Hardware And Related Items	Electric Fence Controllers and Accessories
Hardware And Related Items		
<input type="checkbox"/> 988-15	Roadside, Grounds, Recreational And Park Area Services	Fence Installation, Maintenance and Repair

Search by Diversity Type – By clicking “All Diversity Types”, your results only include businesses that meet the OMWBE, Small Business or Veteran-Owned criteria. Below you may narrow your search to specific diversity types. If you do not click anything in this block, your results will contain all business types.

Counties – This block represents the counties which businesses have indicated they are willing to do business in. For example, if you are looking for a business to complete work in Douglas County, then click Douglas County. You may select all counties by clicking “Select All Counties”.

Example:

If you are looking for a fencing and roofing company that is either OMWBE certified, Small Business Self-Certified or a Washington Certified Veteran Owned Business that is willing to do work in Clark County, your search would look like this:

The screenshot shows a vendor search interface with the following elements:

- Vendor Name:** A text input field.
- City:** A text input field.
- State:** A dropdown menu with the text "(Select a State)".
- Zip:** A text input field.
- Search By Commodity Code(s):** A text input field.
- Search for commodity codes:** A section with instructions: "Enter in a keyword or keywords for your search criteria. Click 'Search Commodity Codes' to execute the search. Click the boxes next to the commodity codes and click 'Save' to add them to the vendor search." It includes a search input with "fence, roof" and a "Search Commodity Codes" button.
- Diversity Type Selection:** A checked checkbox for "All Diversity Types (OMWBE, Small Business, Veteran-Owned)". Below it are sections for "OMWBE (Office of Minority and Women-Owned Business Enterprises) status" with checkboxes for "Minority Owned", "Woman Owned", and "Minority and Woman Owned"; "Self-Certified Washington Small Business" with checkboxes for "Micro Business", "Mini Business", and "Small Business"; and "Washington Certified Veteran-Owned Business".
- Counties:** A section titled "Counties" with a link "Select All Counties - Unselect All Counties" and a grid of checkboxes for 37 counties: Adams, Asotin, Benton, Chelan, Clallam, Clark (checked), Columbia, Cowlitz, Douglas, Ferry, Franklin, Garfield, Grant, Grays Harbor, Island, Jefferson, King, Kitsap, Kittitas, Klickitat, Lewis, Lincoln, Mason, Okanogan, Pacific, Pend Oreille, Pierce, San Juan, Skagit, Skamania, Snohomish, Spokane, Stevens, Thurston, Wahkiakum, Walla Walla, Whatcom, and Whitman.
- Buttons:** "SEARCH" and "CLEAR" buttons at the bottom.