

# Washington's Electronic Business Solution

Customer enhancements debuting  
Wednesday, April 18, 2018

## What's Happening?

Washington's Electronic Business Solution (WEBS) system will be adding several new functions. (WEBS will be unavailable from 8:00 - 8:30 a.m. PDT on April 18, 2018 while these enhancements are launched.)

### Resetting Your WEBS Account Password – No more temporary password

Did you forget your password? You no longer need to copy and paste a temporary password from a system email. When you forget your password, all you need to do is click on the link in the system email that is automatically sent when you use the "Forgot Your Password" option. Enter a new password and log into the system. (The "Forgot Your Password" link is only valid for 24 hours from the email send time.) [Learn more.](#)

### Searching for Vendors

The "Search Vendors" function has been updated to include "Washington UBI #" as a search criteria option. The exportable report now includes the Unified Business Identifier (UBI) number in the report. [Learn more.](#)

### Adding Temporary Vendors When Recording Solicitation Results

Customers have the option to add a temporary vendor account when recording solicitation results. An enhancement was implemented to remind the customer to reach out to the vendor before creating a temporary account. An email notification is also sent to the vendor informing them of the temporary account. [Learn more.](#)

### Customer Registration

Agencies no longer need to register in WEBS. The log in screen no longer has the option to register as a government customer. If you are in need of a WEBS account, please contact WEBS Customer Services at [webcustomerservice@des.wa.gov](mailto:webcustomerservice@des.wa.gov) to find out your entity's WEBS agency administrator. [Learn more.](#)

### Search by North American Industry Classification System (NAICS) Codes

You now have the option to search for commodity codes using NAICS codes. When you search for commodity codes using NAICS codes, the corresponding commodity code that is in WEBS will appear. [Learn more.](#)

### Vendor User Guide

A Vendor User Guide has been created. [View the guide.](#)

## Questions?

Please contact WEBS Customer Service at (360) 902-7400 or [webcustomerservice@des.wa.gov](mailto:webcustomerservice@des.wa.gov).