

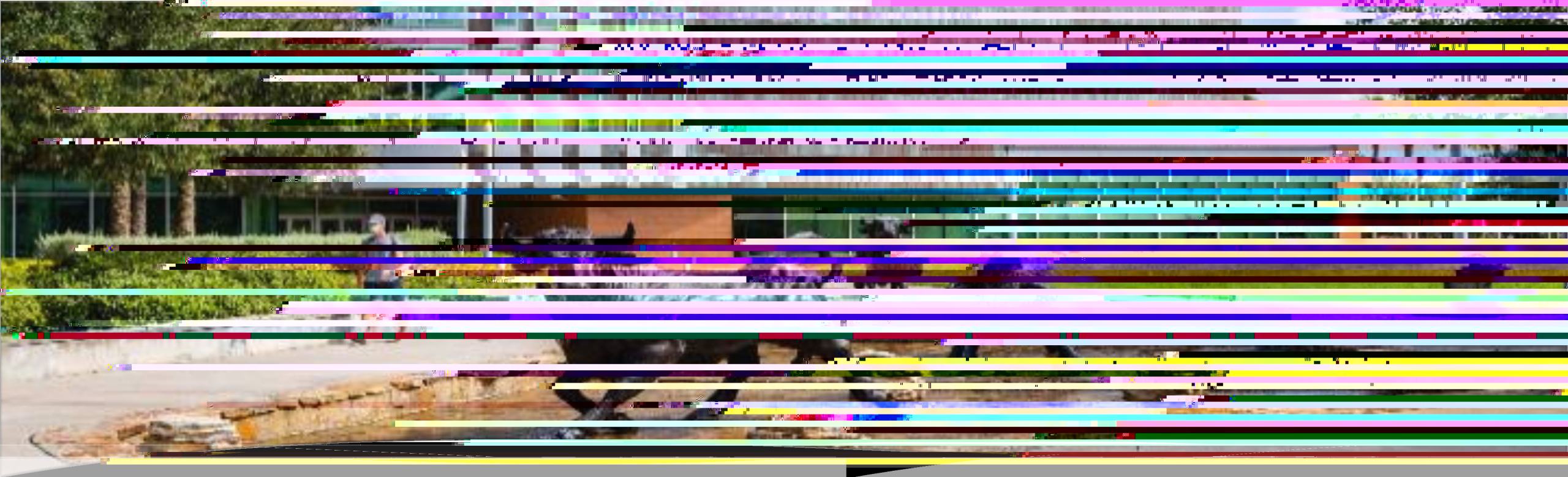
# Supplier Outreach Event

Presenters:

Lisset Greene, Hollie Chancey, and Sarah Baynard

April 4, 2023





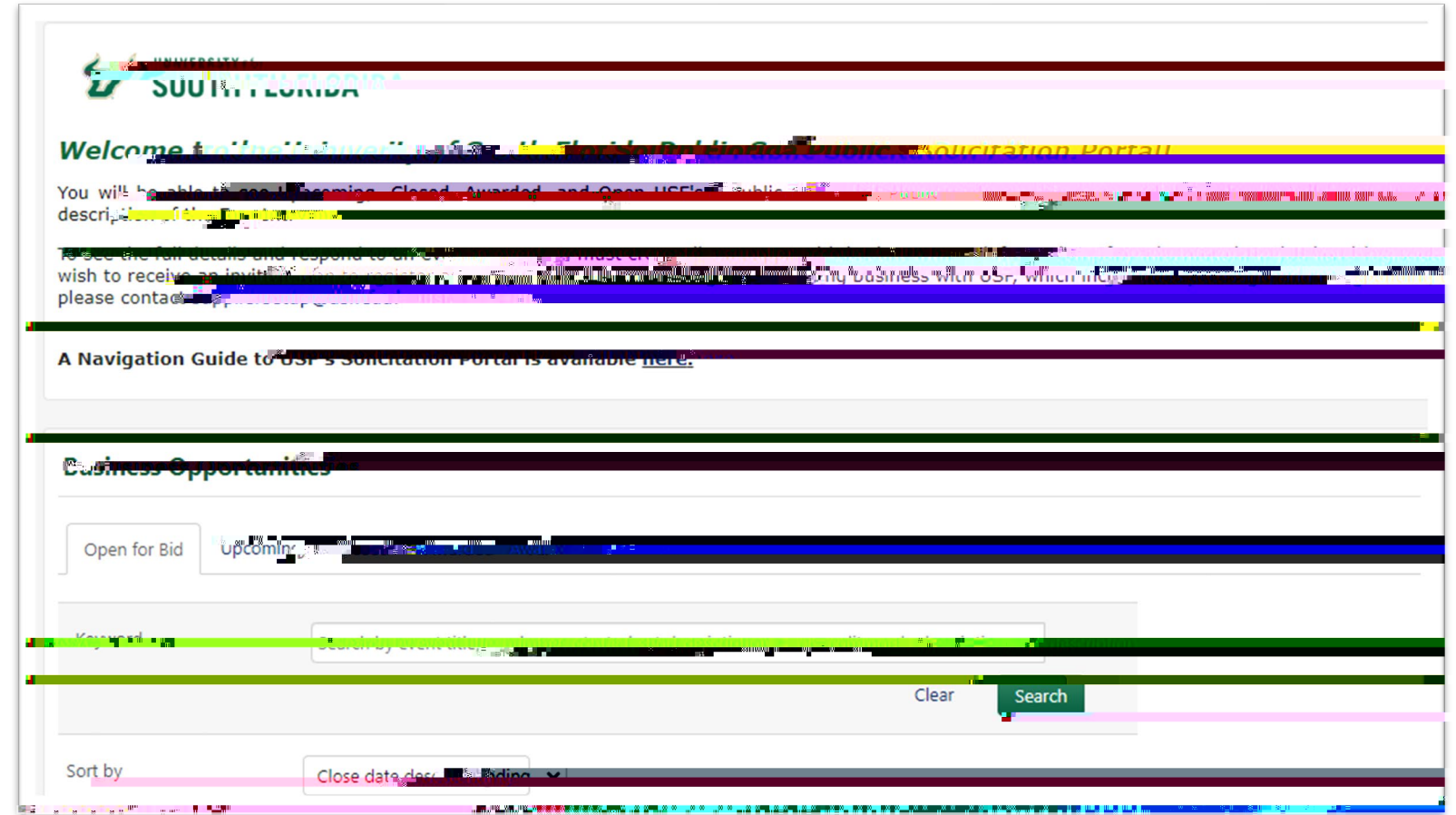
# Doing Business with USF

- Understanding purchasing at USF
- Finding Opportunities
- Registering as a Supplier
- Registering as a Diverse Supplier
- Understanding USF's Code of Ethics
- Understanding USF's Terms and Conditions



# Finding Opportunities

Visit USF  
Solicitation Portal  
(competitive bid)



## Supplier Registration



Bull Marketplace - Total Supplier Manager

**Purpose:** Below are instructions for completing the Supplier Portal.

### Steps

#### Supplier Registration

1. When an USF department email from [supplierstuo@usf.edu](mailto:supplierstuo@usf.edu) arrives, you will receive a Supplier Invitation for University of South Florida.  

**You must use the Register Now link contained in the email. If you do not receive the link, please contact [redacted] at a later date, you can access your profile [here](#).**

# USF Supplier Registration Instructions



# Working on the USF Campus

## An Overview for General Contractors

1. Procurement Guidelines & Opportunities
2. Services Needed & Project Types
3. Managing Expectations
4. Recommendations & Questions

04/4/23





## Services Needed & Project Types

- Minor renovations
  - Floorplan modifications: seal opening/move door, construct partition wall
  - Aesthetic enhancements: finish refresh with painting, flooring, tile, door replacement, ceiling tiles
  - MEP work (typically in conjunction with items above)
- Exterior improvements/repairs/demo
  - Sidewalks, bike loops, or other concrete work
  - Fencing
  - Handrails
  - Demolition of storage buildings, trailers, etc.
- Building rehabilitation
  - Parking garage restoration
  - Building envelope



# Managing Expectations

- Tobacco free campus – brief staff in advance
- Parking – any impact to parking spaces comes at a cost & should be factored into proposals
  - Vendor permits
  - Staging during construction
  - Site restoration at completion
- Funding is not guaranteed for projects advertised or quoted.
  - Projects may be postponed if cost is higher than anticipated
  - Customers may defer until









# Thank you!

For more information, please contact:

USF Office of Supplier Diversity

**OSD@USF.EDU or LGREENE@USF.EDU**