



Robert A. Ficano
County Executive

Dear Valued Vendor,

As part of our effort to move to a more efficient and streamlined business process, I am pleased to announce the launch of the Wayne County paperless Doing Business with Wayne County (DBWC) Internet Portal.

Beginning September 1, 2011, any vendor wishing to do business with the County **must** be registered with the DBWC Internet Portal and the Michigan Intergovernmental Trade Network (MITN.)

Businesses can register for both by visiting www.waynecounty.com/vendormanagement.htm and www.mitn.info. Once registered for DBWC, you can complete and submit certification applications on line. You will have the ability to monitor the progress of your submitted applications as well as, view and print your final certificate upon approval. If your company is currently registered on this system, you do not need to register separately for the County of Wayne. And remember, a copy of your current certification certificate must be submitted with your bid to be considered for equalization credits.

Please note, even if your County certifications are current, we still need you to register with the Wayne County DBWC. The DBWC system will notify you of certification expirations.

We also request that you join MITN. The partnership between Wayne County and MITN not only provides vendors online access to all bid information for the County, it also gives you a chance to review RFPs and RFQs from an additional 85 government agencies from around Michigan.

If you need assistance with DBWC, please contact Human Relations.



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http://www.waynecounty.com/cc_hrel_contact.htm 313-224-5021 or

If you need assistance with MITN, please feel free to call the technical support department at IPT by BidNet toll free at 1-800-677-1997, Ext. 214. To expedite your request, please ask for the MITN desk.

The County is looking forward to providing you with more bid information with less paperwork, while simplifying the bidding processes for everyone involved. We thank you for your cooperation and welcome your participation!

Sincerely,

A handwritten signature in black ink that reads "Robert A. Ficano".

Robert A. Ficano

Wayne County Executive