



GA@WORK

Delivered by The NextGen Project

USG and GTA

May 13, 2026

Agenda

- Welcome
- GA@WORK Strategic Sourcing
- What is staying the same?
- New Configurations
- Update to existing Configurations
- GTA Logon Change
- USG and GTA Go Live Impact
- Training
- Supplier Support
- Questions

Presenters



Carrie Steele
Deputy Commissioner
DOAS State Purchasing Division



Mary Chapman
Deputy Division Director
State Purchasing Division



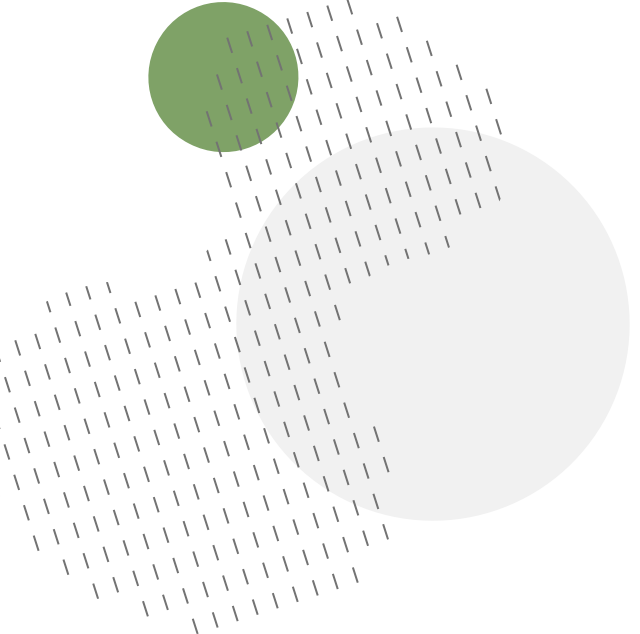
Alexandra Stewart
Agency Sourcing Group
Manager



Sheree Reddick
Sr. Training Manager
State Purchasing Division



Madhavi Bhagam
Developer 3
Information Technology



GA@WORK Strategic Sourcing

Celebrating 5 Years of Strategic Sourcing!



First sourcing event completed by USG **2021**



Pilot launched with USG, Georgia State University and Middle Georgia State University



All colleges, universities and GTA **successfully onboarded**



871+ Sourcing events awarded

What is staying the same?



Secure, online bidding with integration to the Georgia Procurement Registry



USG Local Logon process will stay the same



DPA workflow to SPD or USG as appropriate



Access to RFX templates and library content



View of historical sourcing events



CUPO Restricted Admin Role



Continued Technical Support

What's Changing – Strategic Sourcing

New Branding

Updated Sourcing
Dashboard

New Sourcing Event
Request

New JAGGAER Adopt
“Guides”

Updated Event
Templates

Expanded Job Aids
and Refreshed
Training

Streamlined Panelist
Role Assignment

Unified Sourcing
Platform for all State
Entities

GTA Sourcing Event
Buyers will use Single-
Sign-On to navigate
from GA@WORK to
the Sourcing Module

Georgia Procurement Registry

GEORGIA PROCUREMENT REGISTRY GA@WORK Marketplace

Find bidding opportunities offered by the State of Georgia. To submit a bid or proposal, you must be registered as a supplier or bidder. To register, [click here](#). To search for a bidding event, use a keyword or any combination of criteria. Events will be displayed in the search results.

Event Search Criteria

Type of Response: All | Search Keyword: Enter Event ID or Title | Event Status: OPEN

Government Type: All | Government Entity: All | Category Type: All

Advanced Search

Event Process Type: All | Event Date Range: --- Select --- | MM/DD/YYYY | MM/DD/YYYY

Reset Search

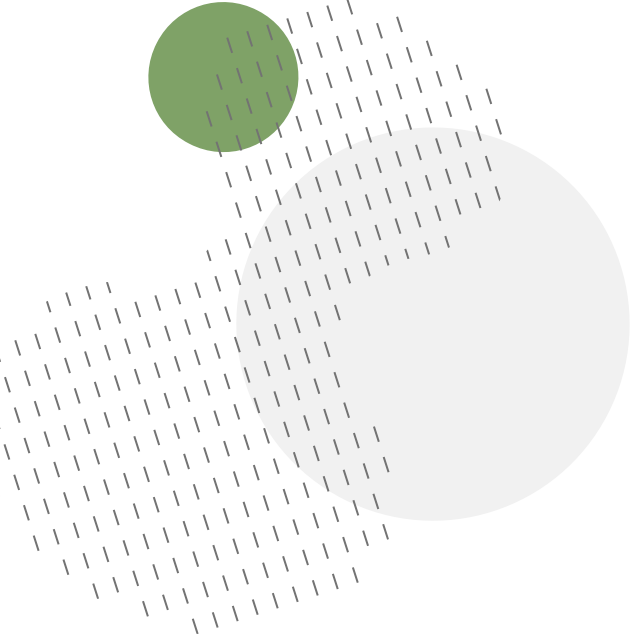
OPEN Events

Show 50 entries

Event ID	Event Title	Government Entity	Start Date (ET)	End Date (ET)	Ends In	Status
PE-64475-NONST-2026-000000030	RFQ26-02 CM At-Risk Services	Dunwoody, City Of	Apr 15, 2026 @ 05:01 PM	May 11, 2026 @ 05:00 PM	Ending soon 1hrs, 4 mins	Open

Important to Note:

- The Georgia Procurement Registry (GPR) is not going away.
- Events published through Sourcing are visible on GPR.
- Use GPR to conduct sole source and cooperative purchasing notices.



New Configurations

GDOT Specific Question (Updated on July 1)

test RFQ
40300-eRFQ-000069-2026

Type: * Request for Quote
Event Status: **Draft**

Settings and Content ▾

Setup ⚠

Additional Event Details ⚠

Users ✓

Description ✓

Prerequisites 6

Buyer Attachments 7

Additional Event Details

▾ Additional Event Details

Fiscal Year ★

Purchasing Type ★

Category Type ★

▾ Only for GDOT

Is this Title 32? ? Yes No

Sourcing Event Request Functionality

GA@WORK **UIT2 Environment** All ▾ Search (Alt+Q) 🔍 0.00 USD

Sourcing ▶ Requests ▶ Search Sourcing Requests

Search Sourcing Requests Save

Quick Filters My Searches

Created Date: Last 90 days ▾ 🔍 ? Add Filter ▾ Clear All

Form Name ▾	Request Number ▾	Request Status ▾	Created Date/Time ⌵	Template Name	Current Workflow Step	Pending Approver	Requestor
VSU - Spectrophotometer	1296470	Completed	4/29/2026 9:04:16 AM	SOG - Standard Sourcing Event Request Template			Alex VSU Requester
MB VSU SER Test 1	1271166	Under Review	3/17/2026 8:39:11 PM	SOG - Standard Sourcing Event Request Template	Buyer Assignment	CUPO, Alex VSU	Madhavi VSU Bhagam

Approved By ▾

- Bhagam, Madhavi VSU 2
- Approver, Alex VSU 1
- CUPO, Alex VSU 1

[Show More](#)

Current Workflow Step ▾

Sourcing Event Request Functionality



NOIA Delay Bot

VSU - Charter Bus Services
55100-eRFP-000070-2026

Type: * Request for Proposal
Event Status: **Under Evaluation**

Settings and Content >
Evaluations >
Panel Questionnaire >

Tools ▾
Internal Notes
Exports and Imports
Q & A Board

Approvals

Award Notifications

Approvals

Event Actions ▾ | Hi

Sourcing Event Approval Workflow | Sourcing Event Evaluation Workflow

```
graph LR; Submitted[Submitted  
5/7/2026 3:33 PM] --> Buyer[Buyer Evaluation  
Active  
Alex VSU CUPO  
View approvers]; Buyer --> PostNOIA[Post NOIA  
Future]; PostNOIA --> Finalization[Buyer Post Bid Finalization  
Future  
View approvers]; Finalization --> Award[Award To Supplier  
Future]; Award --> Finish[Finish]
```

NOIA Delay Bot



NOIA Amount Trigger



Current: Award Amount



New: Based on the Estimated Value field

sourcing ▶ Sourcing Events ▶ Search Events

Panel Questionnaire >

Tools >

▼ NIGP Codes

Reporting NIGP Code ?	96113 - Chartering Services f...
Additional NIGP Codes	-
Forced Supplier	Yes
Invitation by NIGP Code ?	

▼ Payment


Currency	US Dollar
Estimated Value * ?	350,000.00 USD

▼ Bid and Evaluation

Panelist Role Creation

Administer ▶ Manage Users ▶ Add New User

User Identification - Required Fields Are Marked with an Asterisk (*)

First Name*	<input type="text"/>
Last Name*	<input type="text"/>
Phone Number *	<input type="text" value="ext."/> <small>International phone numbers must begin with +</small>
Mobile Phone Number	<input type="text"/> <small>International phone numbers must begin with +</small>
E-mail Address* *	<input type="text"/> 
Business Unit	55100 - Valdosta State University (55100)
Agency, University, College or Municipality* *	<input type="text"/>
Authentication Method	Local

User Names are not case sensitive.

Agency Panelist View – Visibility for Agency Panelist Role Only Users

VSU - Charter Bus Services
55100-eRFP-000070-2026

Type: * Request for Proposal
Event Status: Under Evaluation

Panel Questionnaire ▾

My Response

Panel Exports and Imports

My Response History ?

Questionnaire Status: **Published**. The Questionnaire will close on 5/14/2026 5:00 PM EDT
Response status: **Not Started**

[View Questionnaire](#) [Export or Import](#) ▾

Supplier Name ▲	My Progress ▲	
Best Golf Carts, Inc.	0 of 3 Ratings Entered	Go to Supplier on Questionnaire
Eli Copter, LLC.	0 of 3 Ratings Entered	Go to Supplier on Questionnaire
MB Supplier 1 TUIT2	0 of 3 Ratings Entered	Go to Supplier on Questionnaire
MB Supplier 2 TUIT 2	0 of 3 Ratings Entered	Go to Supplier on Questionnaire

Panelist Role Creation



Ad-Hoc Approval Step (Pre-approval and Evaluation)

Back to Results 4 of 6 Results

This event is **Under Evaluation**. You may [View Responses](#).

26.1 VSU Sourcing Event from Request Test 2 0302

55100-eRFQ-000005-2026

Type: * Request for Quote
Event Status: **Under Evaluation**
Form Request: 26.1 VSU Sourcing ...

Settings and Content >
Evaluations >
Panel Questionnaire >
Tools v

Approvals

Sourcing Event Approval Workflow | Sourcing Event Evaluation Workflow

Submitted 3/3/2026 12:00 AM

- Buyer Evaluation**
Active
Alex VSU CUPO
View approvers
- Finalize Evaluation**
Future
View approvers
- Buyer Post Bid Finalization**
Future
View approvers
- Award To Supplier**
Future
Finish

Workflow Actions

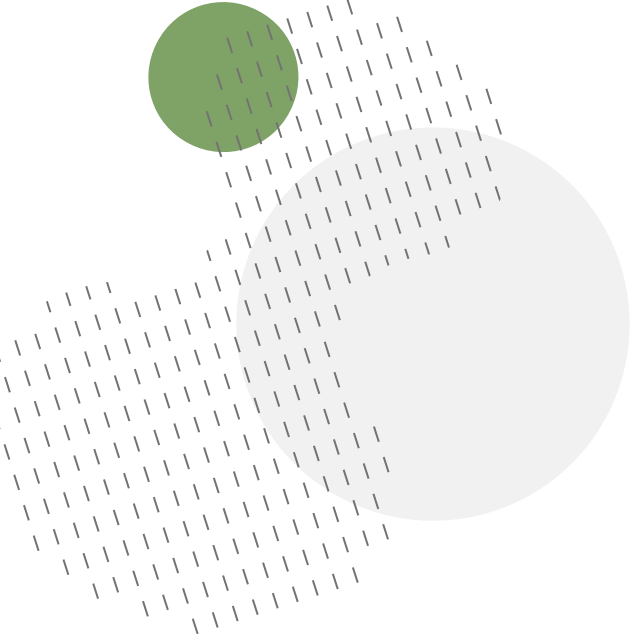
- Approve
- Close Without Awarding
- Create New Quick Quote Stage
- Create New Stage
- Forward To ...
- Put on Hold
- Add Ad-Hoc Step**

Ad-Hoc Approval Step



New Roles

The screenshot displays a user management interface. The breadcrumb trail is: **Administer** > **Manage Users** > **Search for Users** > **Alex VSU Approver** > **Assigned Roles**. The user name is **alexVSU_Approver**. The left sidebar shows navigation options: Home, Shop, Orders, Contracts, Accounts Payable, Suppliers, Sourcing, Reporting, Administer, and Setup. The 'Assigned Roles' section is highlighted with an orange box. It contains two panels: 'Select Business Unit Role' and 'Assigned Business Unit Roles'. The 'Select Business Unit Role' panel lists **SD_Agency_Buyer**, **SD_Agency_Panelist**, and **SD_Requester**. The 'Assigned Business Unit Roles' panel lists **SD_Agency_Approver**. Navigation arrows are visible between the panels.



Update to Existing Configurations

Updated Branding

Refreshed Color Palette and New Logo for Local Login Page



Orange
#f7921E



Black
#000000



Blue
#235789



Yellow
#f3b700



Green
#7FA267



Red
#A72608



Light
Blue
#90C3C8



Gray
#b3b3b3



User Interface

GA@WORK Marketplace UIT2 Environment

Home Shop Orders Contracts Accounts Payable Suppliers Sourcing Reporting Administer Setup

Sourcing • GA Sourcing Events Dashboard

GA Sourcing Events Dashboard GA Sourcing Events Dashboard

Sourcing Event Summary

Filter Sourcing Events

View Sourcing Events By: Status | Sourcing Events: All Events | Date Range: All Dates

81 Total Sourcing Events

Status	Count
Open	2
Withdrawn	5
Awarded	10
Pending	15
Under Evaluation	29
Draft	41

1-6 of 6 Results | Low to High | 10 Per Page

Sourcing Event Search

Search by event name, number etc. [Search] Advanced Search

Quick Links

- View Saved Searches
- SPD-SP039: Evaluation Committee Member Participation...

Removed Duplicate Estimated Amount Field

(From Additional Event Details)



Current

NewRFPTest_Feb3
47200-eRFP-00000012-2021

Type: **Request for Proposal**
Event Status: **Draft**

Settings and Content ▾

Setup ▲

Additional Event Details ▲

Users ✓

Description ✓

Prerequisites 5

Buyer Attachments 2

Supplier Attachments ✓

Questions 24

Supplier General Informa...
Mandatory Questions
Mandatory Scored Questi...
Additional Scored Questi...

Additional Item Fields

Price Components

Items 1

Suppliers 508

Additional Event Details

▼ **Additional Event Details**

Dollar Estimate (Re-Enter Estimated Dollar value) * ⓘ Field Validation

Fiscal Year *

Purchasing Type *

Category Type *

URL

▼ **Offerors' Conference Information**

Offerors Conference * ⓘ

Offerors Conference Date mm/dd/yyyy

Offerors Conference Time

Offerors Conference Location

Offerors Conference Street

Offerors Conference City

★ Required



New

Test RFQ
40300-eRFQ-000069-2026

Type: *** Request for Quote**
Event Status: **Draft**

Settings and Content ▾

Setup ▲

Additional Event Details ▲

Users ✓

Description ✓

Prerequisites 6

Buyer Attachments 7

Supplier Attachments ✓

Questions 29

Supplier General Informa...
Mandatory Questions
Price Matching
Additional Item Fields

Items 1

Suppliers 0

Review and Submit ▲

Evaluations ▶

Panel Questionnaire ▶

Additional Event Details

▼ **Additional Event Details**

Fiscal Year *

Purchasing Type *

Category Type *

▼ **Only for GDOT**

Is this Title 32? ⓘ Yes No

★ Required

Offeror's Conference Field Location

Offeror's Conference Field Location (Buyer View)



Current

test RFQ
40300-eRFQ-000069-2026

Type: * Request for Quote
Event Status: Draft

Settings and Content ▾

Setup ⚠

- Additional Event Details ⚠
- Users ✓
- Description ✓
- Prerequisites 6
- Buyer Attachments 7
- Supplier Attachments ✓
- Questions 29
 - Supplier General Informa...
 - Mandatory Questions
 - Price Matching
 - Additional Item Fields

Setup

Event Title *

Event Type ⓘ * Request for Quote

Entity Department of Administrative Services

Event Number * 40300-eRFQ-000069-2026

Stage Title ⓘ

Offerors' Conference Information

Offerors Conference * ⓘ

Offerors Conference Date ⓘ

Offerors Conference Time

Offerors Conference Location / Online Link

Offerors Conference Street

★ Required



New

draft
51800-eRFQ-000001670-2026

Type: Request for Quote
Event Status: Draft

Settings and Content ▾

Additional Event Details ⚠

- Users ✓
- Description ✓
- Prerequisites 8
- Buyer Attachments 2
- Supplier Attachments ✓
- Questions 0
- Additional Item Fields
- Items 0
- Suppliers 0
- Review and Submit ⚠

Additional Event Details

Dollar Estimate (Re-Enter Estimated Dollar value) * ⓘ ⓘ Field Validation

Fiscal Year *

Purchasing Type *

Category Type *

URL

Do you want to Offer Price Match ? * ⓘ Yes No

Select Supplier Demographic Group ⓘ

Offerors' Conference Information

Offerors Conference * ⓘ

Offerors Conference Date ⓘ

Offeror's Conference Field Location

Offeror's Conference Field Location (Supplier View)

The screenshot displays a procurement system interface for a specific event. On the left is a navigation menu with categories: Catalogs and Contracts, Sourcing, Reporting, 2nd Tier Reporting, Administer, and Registration. The main content area is titled 'VSU - Spectrophotometer' with ID '55100-eRFQ-000039-2026'. It shows event details such as 'Response Status: Submitted', 'Intent To Bid: Yes', and 'Bid Total: 340,000.00 USD'. A 'Summary' section is highlighted with an orange box, containing a message: 'This event will close on 9:35 AM EDT. You may withdraw your response until the event is closed.' Below this is a table of event metadata. At the bottom, the 'Offerors' Conference Information' section is also highlighted with an orange box, showing 'Offerors Conference' as 'N/A' and 'Offerors Conference Date' as '-'. The interface includes a 'Q & A Board' link at the bottom left of the main content area.

Event Title	VSU - Spectrophotometer	Time Zone	EDT/EST - Eastern Standard Tin
Event Type	* Request for Quote	Event Open Date	4/29/2026 9:35 AM EDT
Event Number	55100-eRFQ-000039-2026	Event Close Date	5/11/2026 9:35 AM EDT
Stage Title	Original Sourcing Event	Sealed Bid Open Date	5/11/2026 9:35 AM EDT
Currency	USD	Question Submission Close Date	5/10/2026 9:35 PM EDT
Sealed Bid	Yes		

Offerors' Conference Information

Offerors Conference	N/A
Offerors Conference Date	-

Offeror's Conference Field Location



Removed Unnecessary Setup Fields in Event Creation

RFQ

Estimated Value [★] ?

▼ Bid and Evaluation

Sealed Bid ? Yes

Allow Split Item Quantity in Evaluations Yes

▼ Display and Communication

Visible to Public Yes

RFP

▼ Bid and Evaluation

Sealed Bid ? Yes

Best Value ? Yes No 30% Price 70% Quality

Use Panel Questionnaire Yes

Allow Split Item Quantity in Evaluations Yes

Confidential Pricing Yes No

Updated Library and Templates

Sourcing ▶ Templates and Libraries ▶ Event Templates

		Qualification Based Selection to establish a task order contract to one or more vendors.
eRFI template	* Request for Information	SPD-approved template for conducting Requests for Information.
eRFP template	* Request for Proposal	SPD-approved eRFP template to simplify event creation. Ideal if Buyer will use panel questionnaire for evaluation team members to score directly within Jaggaer.
eRFQ Cost Negotiations Template	* Request for Quote	SPD-approved template when conducting RFQ best and final offer (BAFO) or RFQ price match
eRFQ template	* Request for Quote	SPD-approved template for conducting Requests for Quotes.
eRFQC Template	* Request for Qualified Contractors	SPD-approved template for conducting Request for Qualified Contractors

Streamlined Buyer Attachments

Updated Attachment A

For **July 1, 2026**, SPD will be releasing a consolidated Attachment A for each RFx type. The consolidated Attachment A will incorporate the following:



Description of the RFx process

- Currently contained within the Instructions for Suppliers Prerequisites
- **Note:** SPD will retain a prerequisite for suppliers, but it will be specific to the bidding process and will not contain a description of any particular RFx process.



- Evaluation and Award Word File (Buyer Attachments)



- List of Attachments (Buyer Attachments)



NOTE: During the RFx drafting process, the Sourcing Event Buyer will download the consolidated Attachment A, update where prompted and then upload the revised file.

Sourcing Number Wheel



Current

55100-eRFQ-000001714-2026



New

55100-eRFP-000070-2026

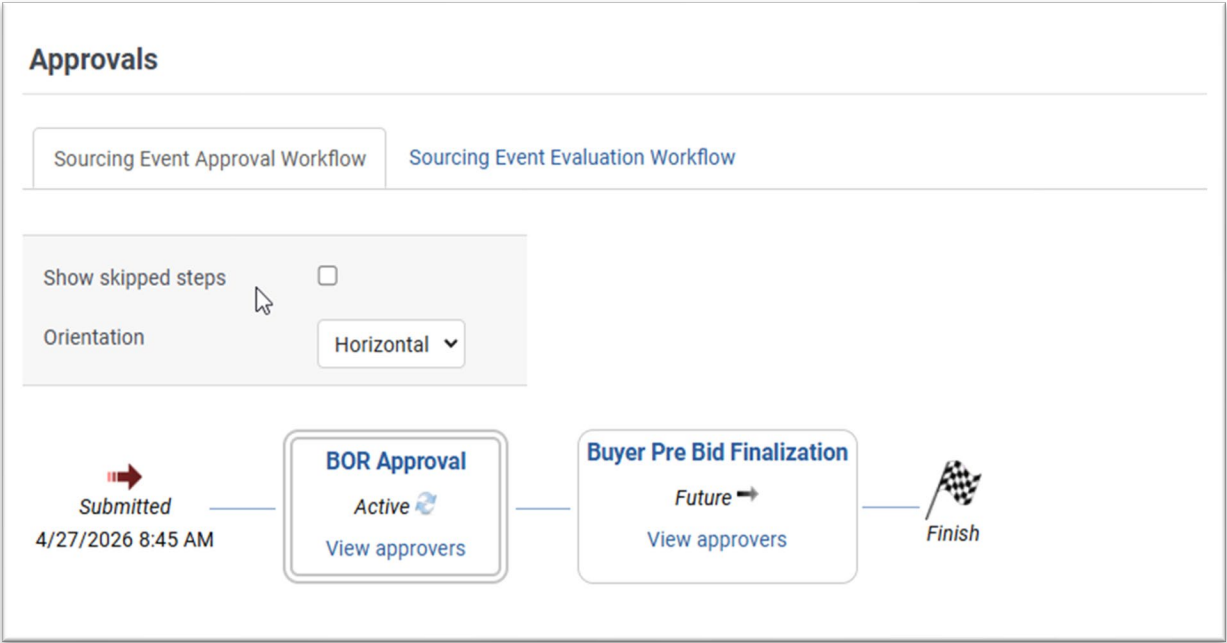
Reduced the number sequence from 9 to 6.

E	54000-eRFQ-000001763-2026	GGC Athletics Fields Lighting Upgrade
E	51800-eRFP-000001735-2026	UGA CM- CP2906 MAREX Seawater System Replacement
E	47200-eRFQC-000001649-2026	USG Facility Condition Assessment Services
E	50900-eRFQ-000001755-2026	GSU - College of Law Moot Courtroom/Auditorium Lighting & Lighting Control System Upgrade
E	55300-eRFP-000001761-2026	UNG - Student Support AI
E	56900-eRFP-000001647-2026	DSC Dining Services
E	54800-eRFQ-000001743-2026	Landscaping and Grounds Maintenance
E	53000-eRFP-000001750-2026	FY 26 Mechanical, Electrical, Plumbing, HVAC, and Life Safety Task Order

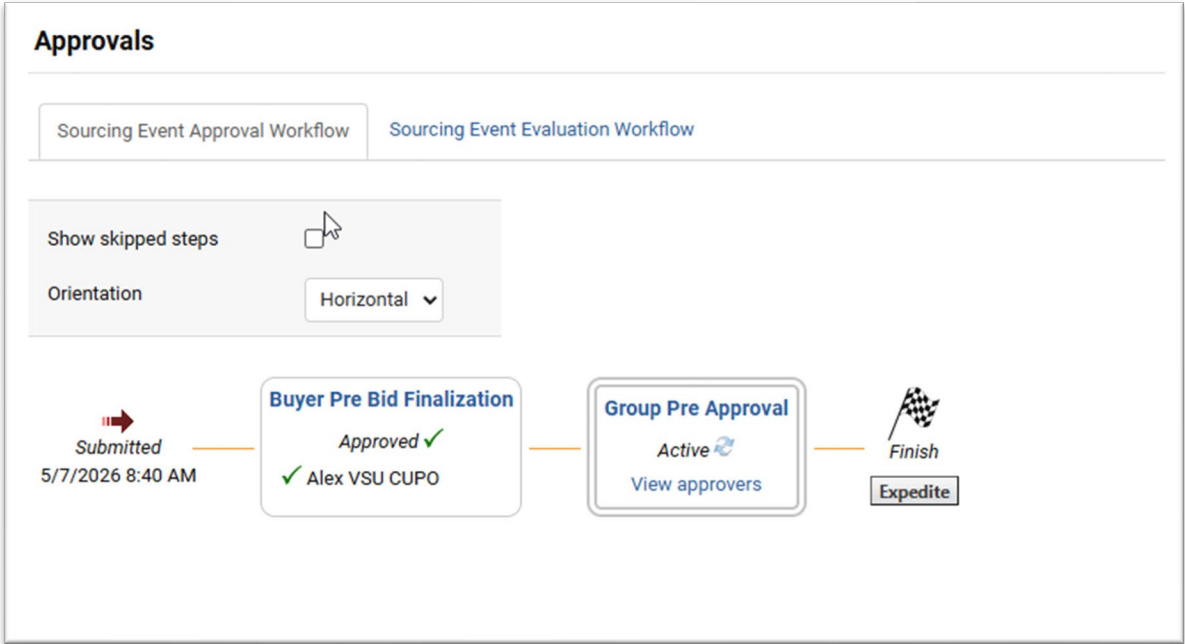
E	55100-eRFP-000075-2026	VSU - Janitorial Services
E	55100-eRFP-000070-2026	VSU - Charter Bus Services
E	40500-eRFP-000003-2026	DPH - Payment Modernization System
E	55100-eRFQ-000039-2026	VSU - Spectrophotometer
E	50300-eRFP-000015-2026	Copy of Testing GT Setup 2
E	81800-eRFQ-000071-2026	CPTC - Forklift Purchase

Pre and Post Evaluation Workflows

Current



Updated



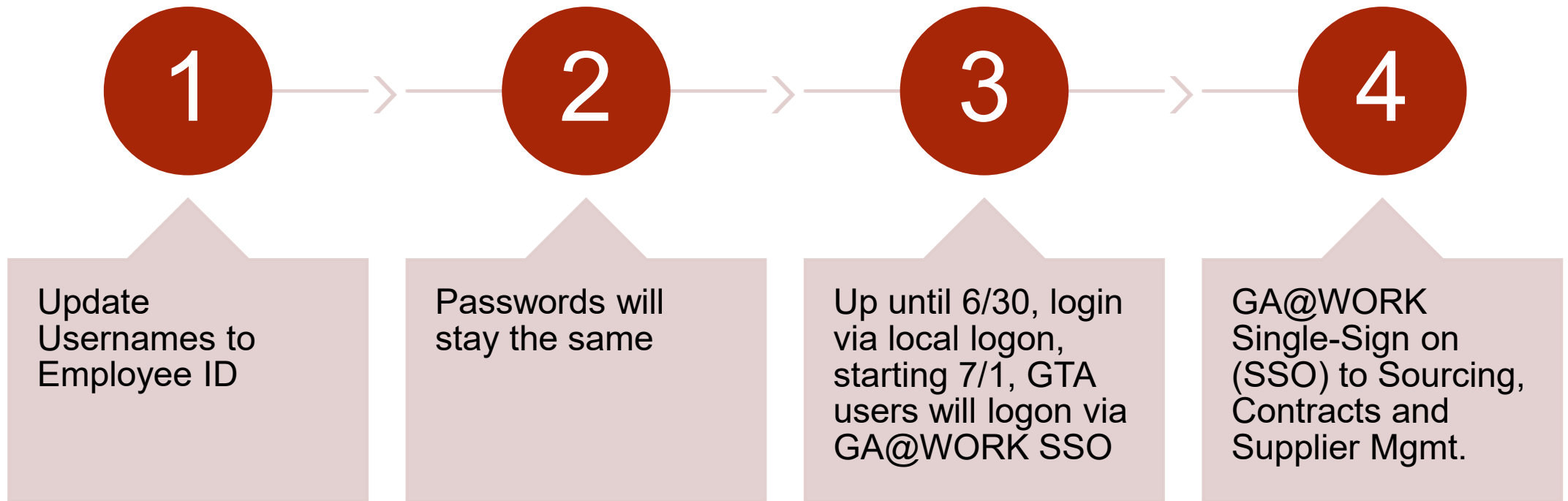
Changes Take Place

Friday



GTA Logon Change

(From Local to SSO)



** We'll notify all GTA users once the username change is complete.

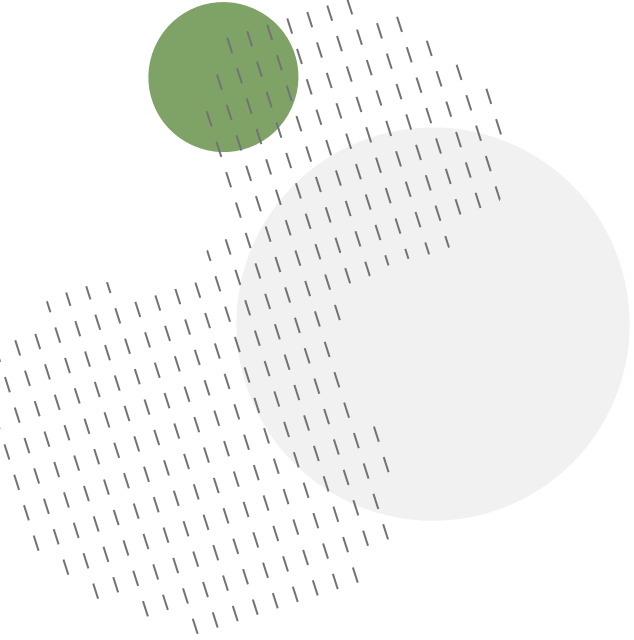
USG and GTA Go Live Impact



Status of all JAGGAER events for USG and GTA should either be under evaluation by **June 24**, OR please keep the event open until **July 17** or later.



Additionally, due to planned GA@WORK migration and cutover activities, we strongly recommend avoiding accessing JAGGAER Sourcing Director from **Friday, June 26 through Thursday, July 2**, where possible. Limiting activity during this period will help ensure a smooth transition and reduce the risk of disruptions.



Training

GA@WORK Job Aids

Essential job aids to support key sourcing tasks.



Quick Reference Guides (QRGs)

Refreshed job aids designed to support day-to-day sourcing activities.



Built to support users before, during, and after completing a task.



Available in **GA@WORK** and on the DOAS website after go-live.

Key Features of GA@WORK Job Aids

GA@WORK job aids combine brief descriptions, key steps, and visual business processes to guide users through system tasks.



GA@WORK

Create a Request for Quotes (RFQ)

DESCRIPTION

This guide will show *Sourcing Event Buyers* how to create a *Request for Quotes*.

OVERVIEW

The key steps in the process are below:

1. Navigate to **Sourcing**.
2. Select **Create New Event**.
3. Select the **eRFQ Template** and complete the necessary fields.
4. Submit the **Sourcing Event**.

Business Process:

```
graph LR; A([Navigate to Sourcing Module]) --> B[Select Create New Event]; B --> C[Utilize the eRFQ Template]; C --> D([Submit the Sourcing Event]);
```

Disclaimer: Due to regular system updates, the screens and features in GA@WORK may differ slightly from those shown in this job aid. For questions or assistance, please contact the Help Desk.

5/12/2025 Version 1 1



Key Features of GA@WORK Job Aids

GA@WORK job aids provide sign-on instructions and screenshots to help users get started.

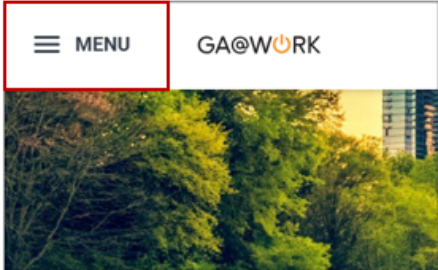
 **Sign-on instructions**

GA@WORK

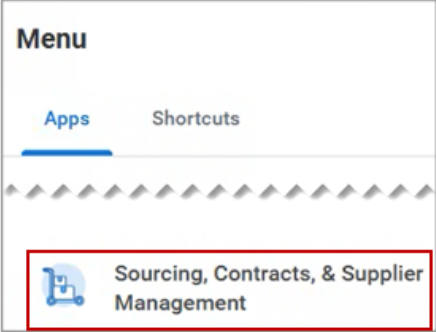
Create a Request for Quotes (RFQ) (Part 1 of 52)

INSTRUCTIONS

1. Click the **Global Navigation Menu**.
Note: University System of Georgia (USG) and GDOT users complete local logon and then proceed to Step 4.



2. Click **Sourcing, Contracts & Supplier Management**.



 **Screenshots**

Key Features of GA@WORK Job Aids

GA@WORK job aids guide users through tasks using clear, numbered steps and screenshots.

 **Numbered Steps**


GA@WORK

Create a Request for Quotes (RFQ) (Part 2 of 52)

INSTRUCTIONS

3. Click **Sign On**.

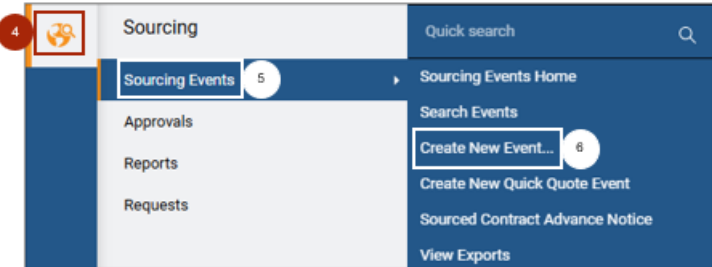
Note: The system utilizes Single Sign-On (SSO) capabilities and no log in information is required.



4. Select **Sourcing**.

5. Select **Sourcing Events**.

6. Select **Create New Event**.

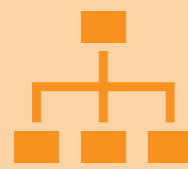


Training Resources for Sourcing

GA@WORK offers multiple training options to support sourcing knowledge and skill development.



GA@WORK Introduction to Strategic Sourcing (eLearning)



GA@WORK for Strategic Sourcing II (2-day instructor-led training)



GA@WORK for Technical Evaluation Team Scoring for RFPs and RFQCs (eLearning)

Training After Go-Live



What to Expect

- eLearning courses will be available after go-live
- Instructor led training will resume later in the first quarter



Until then, learners will continue to have access to:

- ✓ Job aids
- ✓ Recorded Trainings
- ✓ Super Users Program (for those participating)

SPD Certification Extension – Key Highlights

To support transition to GA@WORK Learning: SPD will grant a 12-month extension for eligible certifications

Who is impacted?

Certifications **expiring between Jan 1 – Dec 31, 2026**
Only for certifications **not already renewed**

When will this happen?

Extension will be applied during migration on **July 1, 2026**

Eligible Certifications:

- ✓ Georgia Certified Purchasing Associate (GCPA)
- ✓ Georgia Certified Purchasing Manager (GCPM)
- ✓ Georgia Certified Purchasing Card Administrator
- ✓ (GCPCA) Request for Proposals (RFP) Certification

New
Certification
completion
timelines will
be extended
as well.

How it works:

Expiration dates will be extended by **+12 months**

Example: July 1, 2026, → July 1, 2027

Coming Soon!

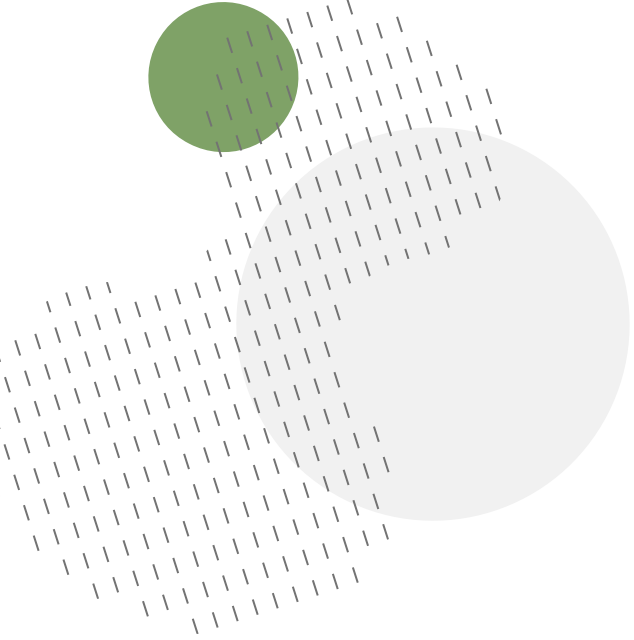
GA@WORK
Procurement

Propelling Georgia government into the forefront of
technology and changing the way we do business

GA@WORK

Information Hub for APO/CUPOs, Local Government, and Suppliers

- ✓ Training and Job aids
- ✓ FAQs
- ✓ Procurement Huddle PPTs/Meeting recordings
- ✓ Procurement Demos
- ✓ System Status Updates
- ✓ Request Support



Supplier Support

Supplier Support

Refreshed
training webinars
for suppliers to
launch in July

New and
expanded job
aids will be
available on
DOAS website

Continue to direct
suppliers to report
technical
difficulties to
JAGGAER

Beginning July 1,
suppliers
registering for first
time must register
at GA@WORK
Marketplace for
Suppliers

Continuing Education Units (CEUs)

1

Attend SPD webinars to earn one (1) CEU for every 50 – 60 minutes.

2

Self-report external credits using direct link:

https://doas.exceedlms.com/student/external_credits

3

Questions? Contact us at georgia.learning@doas.ga.gov



QUESTIONS



*thank
you!*