



To: All State and Local Purchasing Professionals

You are invited to attend the following webinar:

Webinar: [Public Mass Transit and Transportation Related Vehicles with Associated Equipment and Accessories](#)
Date: Thursday, January 10, 2019
Time: 10:00 AM – 11:00 AM
Registration: <https://attendee.gotowebinar.com/register/2137128842934463746>

This webinar will present information on Statewide Contract #99999-001-SPD0000138 [Public Mass Transit and Transportation Related Vehicles with Associated Equipment and Accessories](#). General guidelines for purchasing Mass Transit vehicles will be discussed during this webinar.

This invitation contains all the information you will need to participate in the webinar online.

[About the webinar technology:](#)

The webinar has both a visual and an auditory component, and you will need to log in to a website to view the presentation. You will need access to a computer with a sound card and speakers to hear the audio. Alternatively, you may dial into the webinar audio at a number specified upon registration with a PIN provided during login. *[You may incur long-distance charges using the dial-in option.](#)*

[Preparing for the webinar:](#)

To participate in the webinar, you will need to download the GoToMeeting software.

- To do this, select the link below and follow the prompts to download the webinar program.
- It may take 5-10 minutes to complete this, so please log into the conference at least 15 minutes before the start time of the webinar or perform the download in advance.
- If the webinar software was successfully downloaded, you will see an orange flower in the tool tray located in the bottom right corner of your screen.

[Attending the webinar:](#)

The day of the webinar, you will be able to enter a session 15 minutes before the start time.

- Register **in advance** at the link provided below. Once you register, you will receive an email confirmation with instructions about how to log on to the meeting.
- Please enter your first and last name when prompted.
- An attendee quick reference guide is provided for your convenience and the speaker will provide more instructions at the beginning of each session.



After registering, you will receive a confirmation email containing information about joining the webinar.

1. Click to start and join at the specified time and date:

<https://attendee.gotowebinar.com/register/2137128842934463746>

Note: This link should not be shared with others; it is unique to you.

2. Choose one of the following audio options:

TO USE YOUR COMPUTER'S AUDIO:

When the Webinar begins, you will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

-- OR --

TO USE YOUR TELEPHONE:

If you prefer to use your phone, you must select "Use Telephone" after joining the webinar and call in using the numbers below.

United States: +1 (213) 929-4212

Access Code: 707-754-625

Audio PIN: Shown after joining the webinar

Sincerely,

Billy R. Gilbert

Category Manager

State Purchasing

Phone (404) 657-4277

Email billy.gilbert@doas.ga.gov