



# SUTTER COUNTY GENERAL SERVICES DEPARTMENT

146 Garden Hwy, Yuba City, CA 95991

Administration Building Services County Airport Fleet Management  
Information Technology Parks & Recreation Purchasing Rental Facilities

August 29, 2016

ATTENTION: Prospective Contractors, Consultants and Vendors

SUBJECT: Sutter County Vendor Registration

In an effort to improve public access, vendor participation and competitiveness, our County has elected to publish all future Request for Proposals, Request for Qualifications and Notice to Bidders on the web-based procurement platform Bonfire. The effective date of this transition will be **September 12, 2016**. To be notified of all future opportunities, we would ask you to please do the following:

- 1) Log onto the Sutter County web-portal, <https://sutter.bonfirehub.com/portal>.
- 2) Select the “Log In / Register” link in the upper right hand corner.
- 3) Complete the necessary contact information to register your company for notifications from our County. The program allows the County and its vendors to sort purchase requests by UNSPSC Commodity Codes. The County intends to use the following codes for notifications:

a. Architect	81101508
b. Landscape Architect	72102906
c. Civil Engineer	81101500
d. Structural Engineer	81101505
e. Construction Manager	81101513
f. Geotechnical Engineer	81101514
g. Mechanical Engineer	81101600
h. Electrical Engineer	81101701
i. Material Testing	81141501
j. Land Surveying	81151604
k. Contractor – Commercial Bldg	72121000
l. Contractor – Highway Const	72141000
m. Vehicle Dealers	25100000
n. Vehicle Equipment	73161605
o. Chemicals – Pesticides	10191500

p. Fuel	15100000
q. Security Guard	92121504
r. Security Systems Services	92191700
s. Pest Control	72102100
t. Uniforms	53102700
u. Commercial & Industrial Furniture	56110000
v. Telecom	81161700
w. Telephone Systems	43221526
x. Photo Copiers	44101501

Once your company completes the registration process, you will be eligible for e-mail notifications of County purchasing requests. If you have any questions, please contact us at:

Sutter County General Services Department  
146 Garden Highway  
Yuba City CA 95991  
(530) 822-7473

Regards,

Megan Greve  
County Purchasing Agent