



Division of Transportation System Development
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NOTICE TO ALL CONTRACTORS, SUBCONTRACTORS AND SUPPLIERS

RE: CAMPAIGN TO REGISTER ALL CONTRACTORS, SUBCONTRACTORS AND SUPPLIERS FOR WISDOT PROJECTS

WisDOT has implemented a contractor registration system. The purpose of this registration is to create a reliable list of construction contractors who perform work on WisDOT projects. USDOT requires state DOTs to establish such a list. Registration will allow for better planning and reporting. It will also enable an e-mail function that firms can use to solicit project bids. Beginning February 1, 2006, all firms will be required to register to do business on WisDOT projects.

Only very basic information about your firm is requested in the registration information. The data you provide is secured within the department's Vendor Registration System (VRS).

When registering your firm within this web application, you may need to know:

- your firm's FEIN number (a social security number may be used)
- the date your firm began business. Use 1-1- if you only know the year.

The registration consists of multiple screens, and it takes only 3-5 minutes!

To register [WisDOT Vendor Registration System \(VRS\)](#).

- To log in to the Vendor Registration System you will need to have a WAMS ID
 - Click the link to create a WAMS ID [Create a WAMS ID](#)
- VRS registration questions should be directed to AWPSupport@dot.wi.gov
- WisDOT Vendor Registration System (VRS) user walkthrough is posted on our [AASHTOWare Project Knowledge Base \(AWPKB\) site](#).

Please note:

- a) Your Vendor ID is required when submitting your contractor pre-qualification; this WisDOT process continues uninterrupted.
- b) DBE Firms are required to register to be added to the UCP Directory of firms.
- c) All WisDOT let projects will continue to be managed in the Civil Rights and Compliance System (CRCS). This includes Payroll & Payment Reporting.

Registrations updates may be completed at any point throughout the year.

Thank you for your participation.

Bureau of Project Development