

This is a guide for instructions on how to create a Periscope account.

Esta es una guía con instrucciones sobre como crear una cuenta de Periscope

Periscope is an online tool that the Midpeninsula Regional Open Space District uses to post Solicitations.

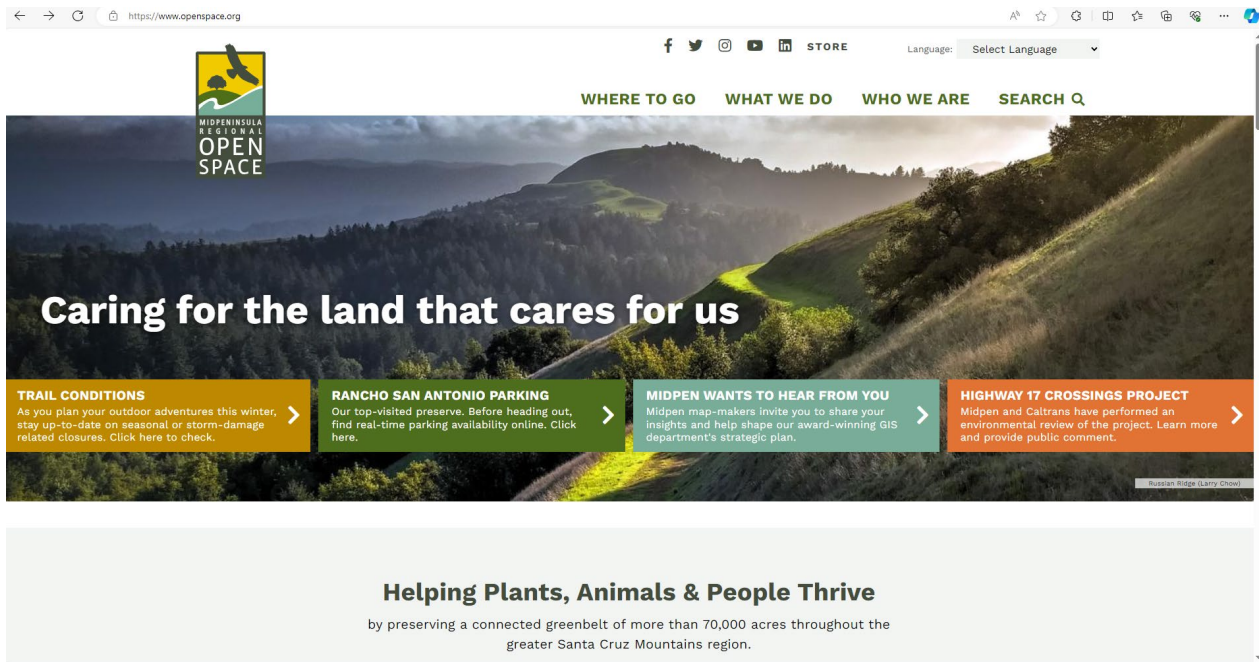
Periscope es una herramienta en línea que el Distrito Regional de Espacio Abierto de Midpeninsula utiliza para publicar solicitudes.

Vendors can respond to District solicitations by creating an account in Periscope.

Los proveedores pueden responder a las solicitudes de Distrito creando una cuenta en Periscope.

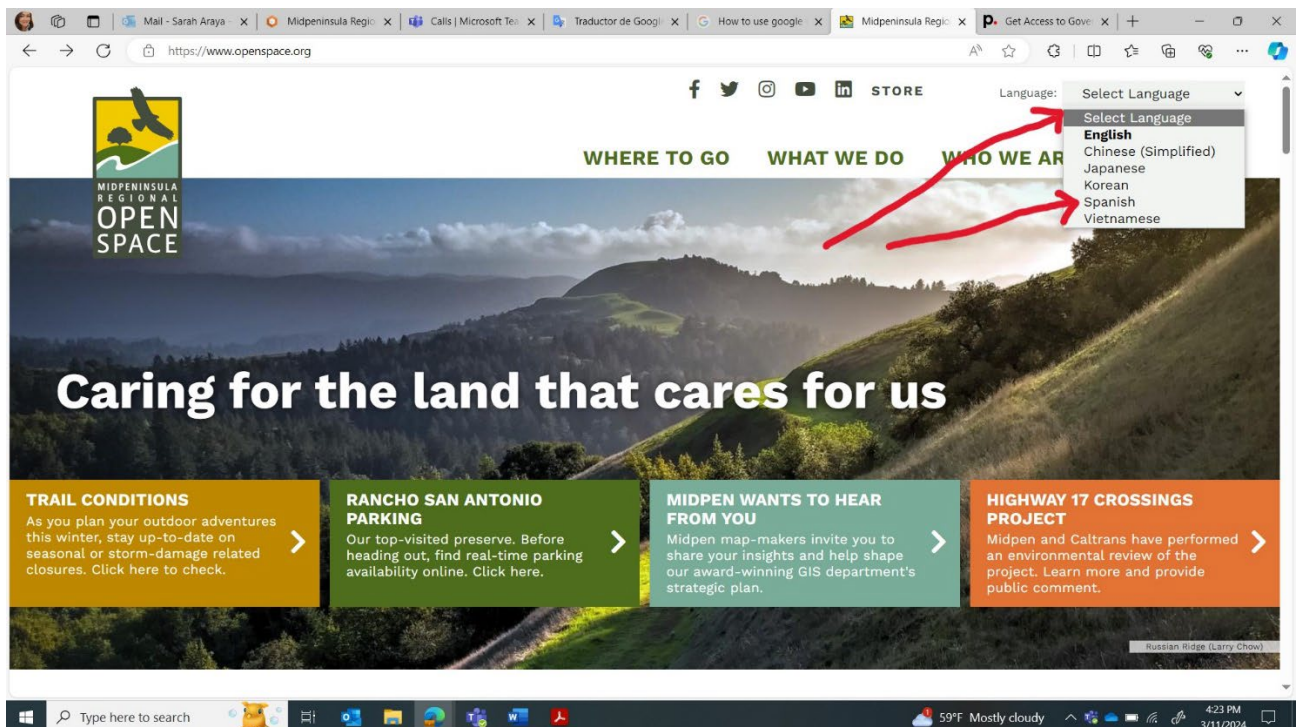
Step 1: Begin by accessing Midpeninsula Regional Open Space's website.

Paso Uno: Comience accediendo al sitio web de Midpeninsula Regional Open Space.



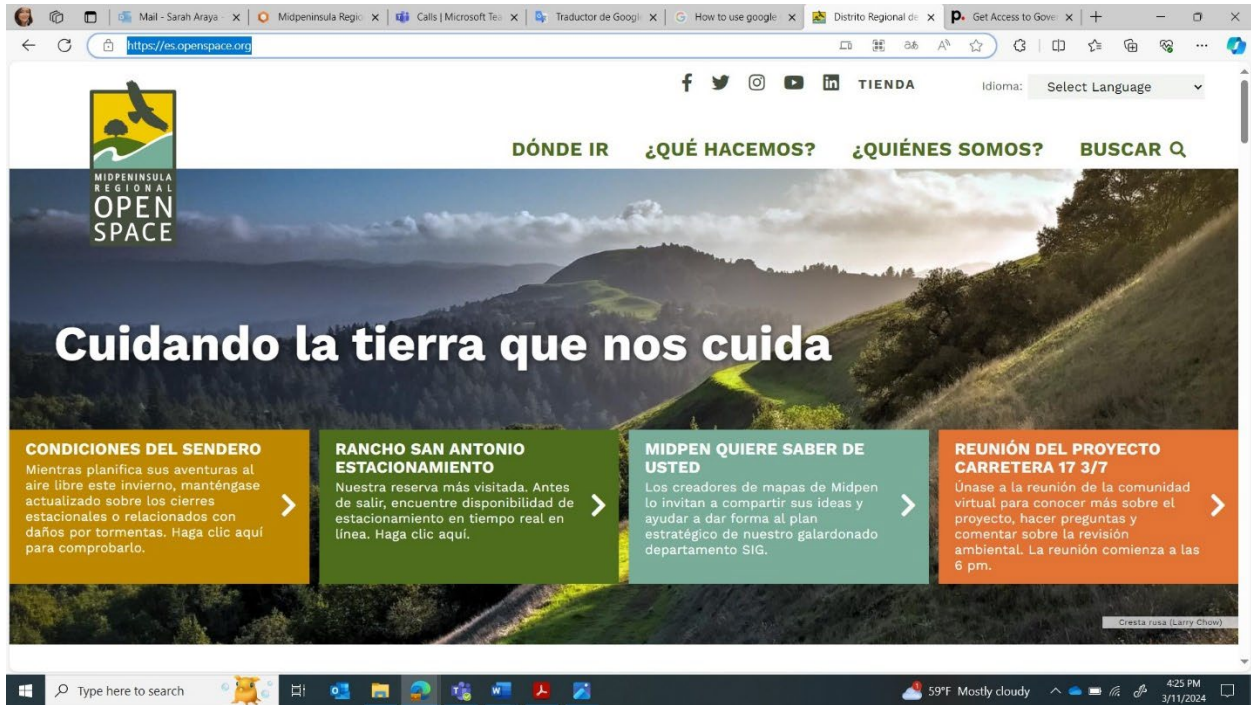
Step 2: At the top right corner, you may select the language you wish to translate the page to.

Segundo Paso: En la esquina superior derecha, puede seleccionar el idioma al que desea la pagina.



Step 3: This is how the page should appear after translating to Spanish.

Paso Tres: Así debería quedar la pagina despues de traducirla al Espanol.



Step 4: Select “Bids & Proposals”

Paso Cuatro: Seleccionar ofertas y propuestas



Step 5: Scroll to the bottom of the page and select “Vendor Registration”.

Paso Cinco: Desplácese hasta el final de la página y seleccione “Registro de proveedor”

ACCEDE A LA RFP
AQUÍ

Para obtener información sobre cómo registrarse en Periscope, visite **Registro de comerciante.**

- **No hay costo para registrarse y participar** en las solicitudes del Distrito Regional de Espacio Abierto de Midpenínsula.
- Al responder a una solicitud, siga las instrucciones cuidadosamente.
- Si tiene algún problema para registrarse en línea, comuníquese con Periscope al número gratuito (800) 990-9339.
- La inclusión del enlace de hipertexto al sitio web de Periscope no pretende respaldar ningún otro producto o servicio ofrecido o mencionado por Periscope, ni ninguna opinión que pueda expresarse o mencionarse en su sitio web. Tenga en cuenta que la política de uso del sitio web y la declaración de privacidad de Periscope pueden no ser las mismas que se aplican al Distrito.

¡Suscríbese a nuestro boletín para descubrir qué está sucediendo en su espacio abierto!

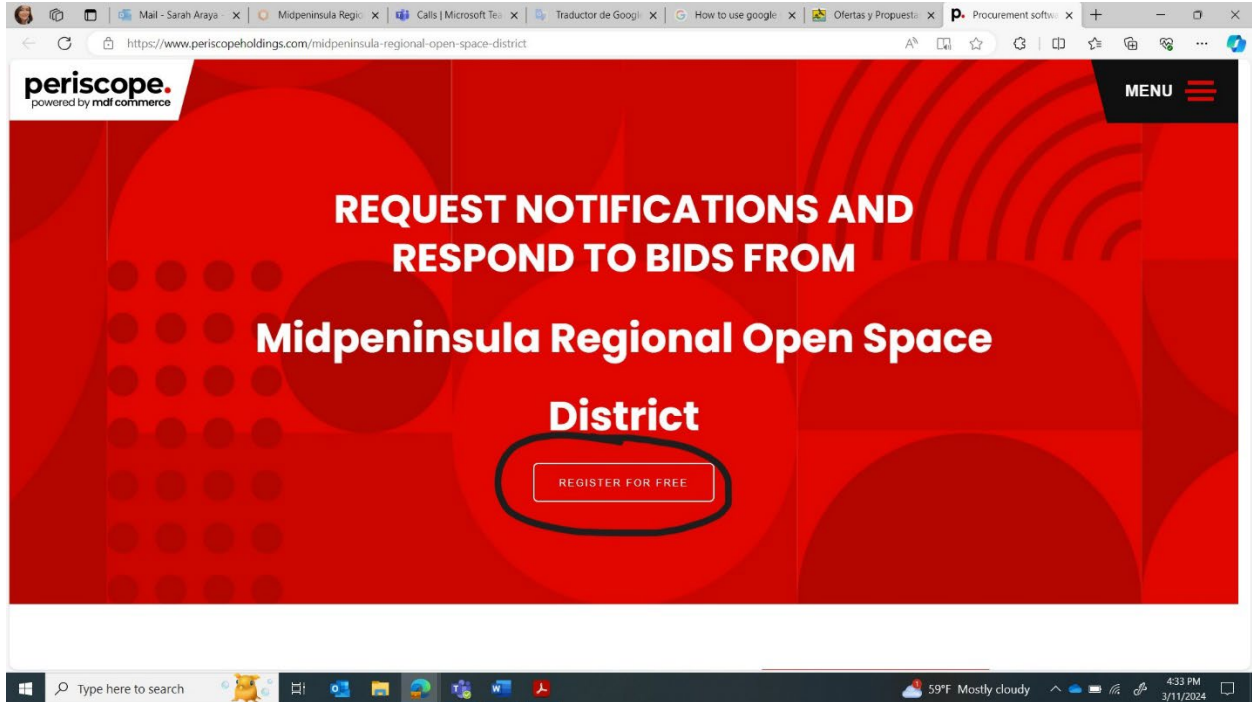
E-mail address First name Last name SUBMIT

VOLVER

- **There is no cost to register and participate in Midpeninsula Regional Open Space District solicitations.**
- No hay ningún costo para registrarse y participar en las solicitudes del Distrito Regional de Espacios Abiertos de Midpenínsula.
- **When responding to a solicitation, please follow the instructions carefully.**
- Cuando responda a una solicitud, siga las instrucciones cuidadosamente.
- **If you have any problems registering online, please contact Periscope toll-free at (800) 990-9339.**
- Si tiene algún problema para registrarse en línea, comuníquese con Periscope al número gratuito (800) 990-9339.
- **The inclusion of the hypertext link to Periscope's website is not intended as an endorsement of any other product or service offered or referenced by Periscope, or any views that might be expressed or referenced in their website. Please be aware that Periscope's website use policy and privacy statement may not be the same as those that apply to the District.**
- La inclusión del enlace de hipertexto al sitio web de Periscope no pretende ser un respaldo de ningún otro producto o servicio ofrecido o al que haga referencia Periscope, ni de ninguna opinión que pueda expresarse o a la que se haga referencia en su sitio web. Tenga en cuenta que la política de uso del sitio web y la declaración de privacidad de Periscope pueden no ser las mismas que se aplican al Distrito.

Step 6: By clicking the link, you will end up here. Click “Register for Free”.

Paso Seis: Al hacer clic en el enlace, accederá a esta página. Haga clic en “Registrarse gratis”.



Step 7: Select “S2G Limited” on the left side of the page. You are signing up for a free, limited offering of Periscope.

Paso Siete: Seleccione “S2G Limited” en el lado izquierdo de la pagina. Te estas registrando para obtener una oferta limitada y gratuita de Periscope.

The screenshot shows the Periscope S2G Pricing page. The 'S2G LIMITED' plan is highlighted with a yellow circle. The page displays pricing for Monthly, 6 Month, and Annual plans. The S2G Premium section includes State, Regional, and National plans.

Plan	Price	Frequency
S2G LIMITED Free View and respond to all bids from 1,000+ government organizations in the Periscope Agency Network. S2G Limited only represents 2% of all available bids compared to S2G Premium plans. Try For Free		Annual
S2G PREMIUM State 1 State of Your Choice + Everything in Limited Plan \$779 Billed Annually Upfront Get Periscope S2G		Annual
S2G PREMIUM Regional 1 Multi-State Region of Your Choice + Everything in Limited Plan \$911 Billed Annually Upfront Get Periscope S2G		Annual
S2G PREMIUM National Nationwide + Everything in Limited Plan \$1,571 Billed Annually Upfront Get Periscope S2G		Annual

Step 8: In this step, you will enter all your responses into each field to create your Periscope account.

Paso Ocho: En este paso, ingresara todas sus respuestas en cada campo para crear su cuenta de Periscope.

First and Last Name - *Nombre y apellido*

Phone Number – *Numero de telefono*

Address - *Direccion*

City - *Ciudad*

State and Zipcode – *Estado y codigo postal*

Company Name – *Nombre de empresa*

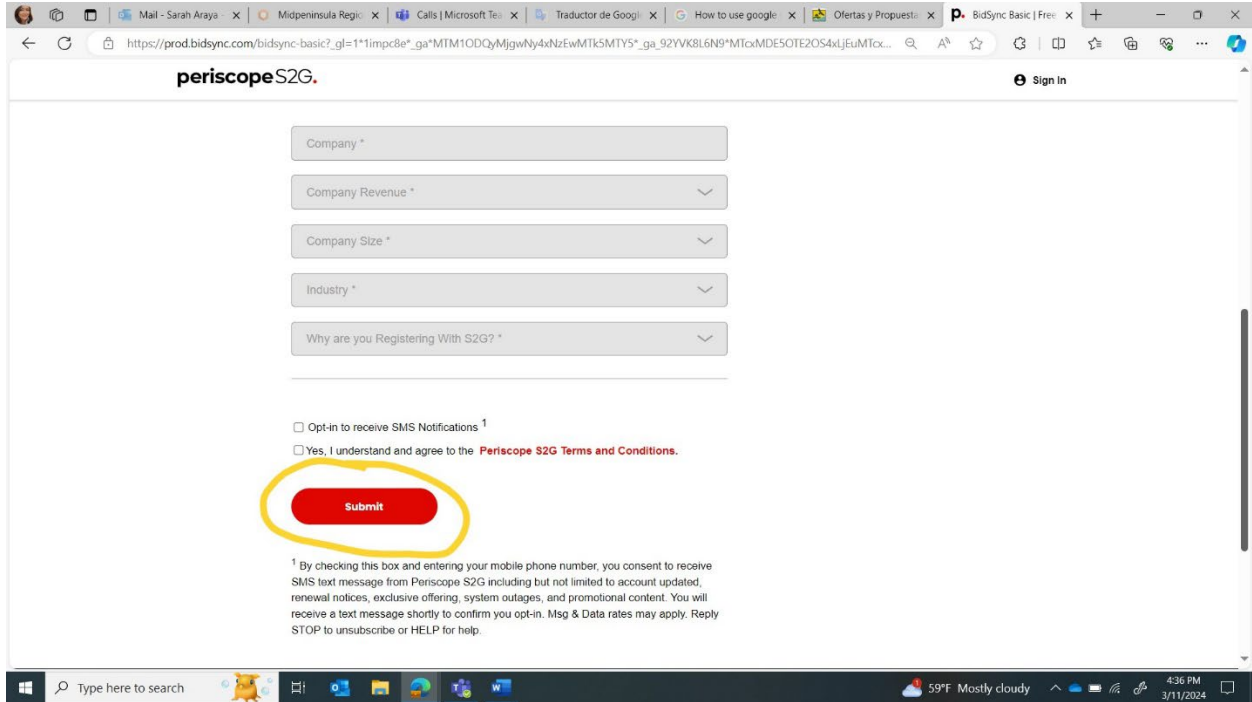
Revenue - *Ganancia*

Company Size – *Tamano de la empresa*

Industry - *Industria*

Why are you registering with S2G? – *Por que te registras en S2G?*

The screenshot shows a web browser window displaying the Periscope S2G registration page. The page has a white background with a red header "periscopeS2G." and a "Sign In" link. The main heading is "Get S2G Limited" in red. Below this is a registration form with the following fields: "Email Address*" (with a note: "We'll need to ensure your email isn't already in use"), "Reenter Email*" (with a "VERIFY" button), "First Name*", "Last Name*", "Phone Number*", "Extension", "Address*", "City*", "State*" (with a dropdown arrow), and "Zipcode*". To the right of the form is a section titled "Interested in Our Premium Plans?" with a sub-heading "Premium Plans" in a red button. The text below the sub-heading reads: "Explore our premium plans which offer bid notifications to over 100,000 agencies beyond the Periscope network. Plans are offered at the state, regional and national levels with additional federal and military add-ons." The browser's address bar shows a URL starting with "https://prod.bidsync.com/bidsync-basic?". The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the date "3/11/2024" and time "4:36 PM".



Step 9: After completing each section, click “Submit” below. Once submitted, you’ll be able to log in and access the solicitation you want to respond to.

Paso Nueve: Despues de completar cada seccion, haga clic en “Enviar” a continuacion. Una vez enviada, podra iniciar session y acceder a la solicitud a la que desea responder.

Step 10: This is the email notification from Periscope requesting an update to your profile.

Paso Diez: Esta es la notificación por correo electrónico de Periscope solicitada una actualización de su perfil.



notify@periscopeholdings.com
to me ▾

1

Toll Free: 1-800-990-9339

Website: <https://www.periscopeholdings.com/s2g>



Dear Sarah,

Thank you for getting started with Periscope S2G. We need a little more information to complete your business profile, including confirmation of your email address. Click below to confirm your email address:

<https://app.bidsync.com/register/v1/verify/USu9EZnCem3B2zweSfXDXZSpFdzvMHuA>

If you have problems please paste the above URL into your web browser.

Need Help? Contact our Support Team:
Email: s2g-support@periscopeholdings.com
Phone: 801-765-9245
Online: support.bidsync.com

PLEASE DO NOT RESPOND TO THIS EMAIL.

Step 11: This is the welcome email you should receive from Periscope.

Paso Once: Este es el correo electronico de bienvenida que deberias recibir de Periscope.



Welcome **Sarah** [REDACTED]

Thank you for choosing to join our service. We would like to extend a warm welcome and express our appreciation for your trust in our platform. We hope that your experience with us thus far has been satisfactory.

To set you up for success we will also be sending you an onboarding email entitled "Welcome to Periscope S2G", please watch for this as it is a great tool to help you get started.

Below is the name and email address to which this will be sent. Please reach out to us if we need to update any of this information.

Sarah [REDACTED]

[sarah@\[REDACTED\].com](mailto:sarah@[REDACTED].com)

Should you need any assistance or have any questions, please do not hesitate to reach out to our dedicated support team at **1-800-990-9339** option 3 or email us at s2g-support@mdfcommerce.com.

Once again, thank you for choosing our service. We look forward to serving you and providing you with a seamless experience.

Best regards,
Your Periscope S2G Team

Step 12: Set up your password.

Paso Doce: Configure su contraseña.

← ↻ 🔒 https://app.bidsync.com/setup/password

Set Your Password

Please select a secure password.

Set Password

New Password *

Invalid Password

Password must have

- between 8 and 128 characters
- **Any 3 of the following criteria:**
 - At least 1 uppercase
 - At least 1 lowercase
 - At least 1 digit
 - At least 1 special character

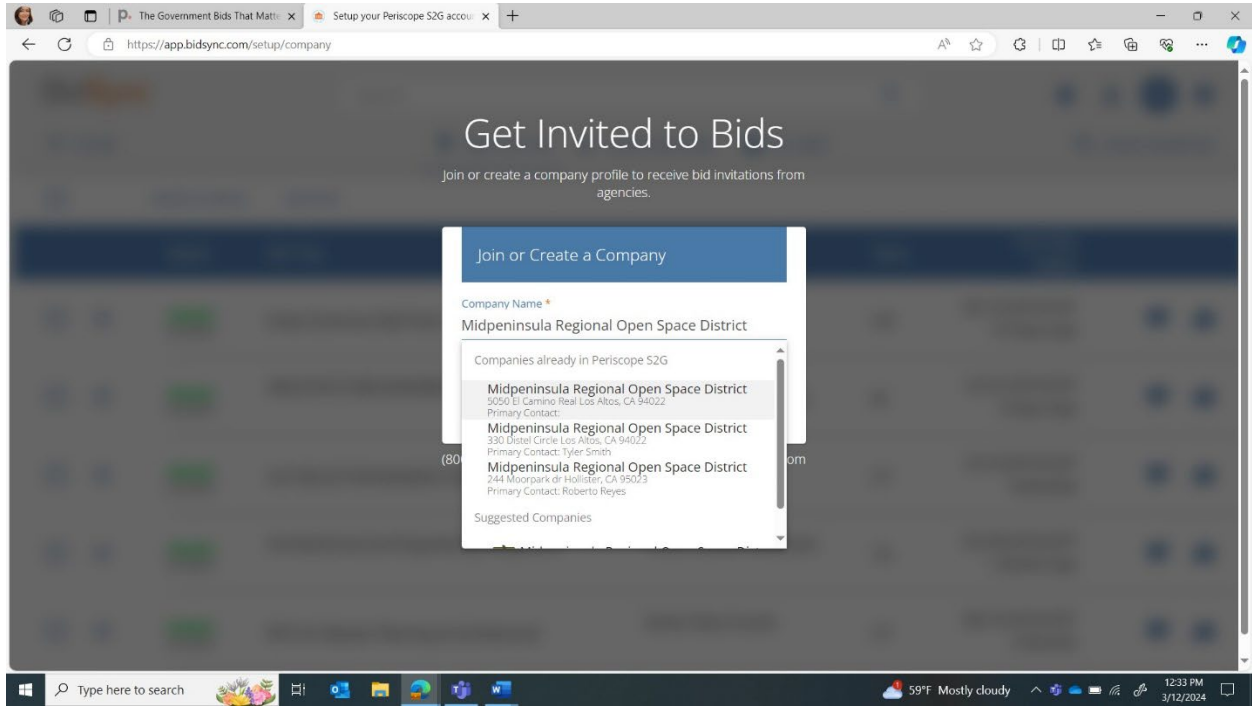
Confirm Password *

NEXT

(800) 990-9339 | s2g-support@periscopeholdings.com

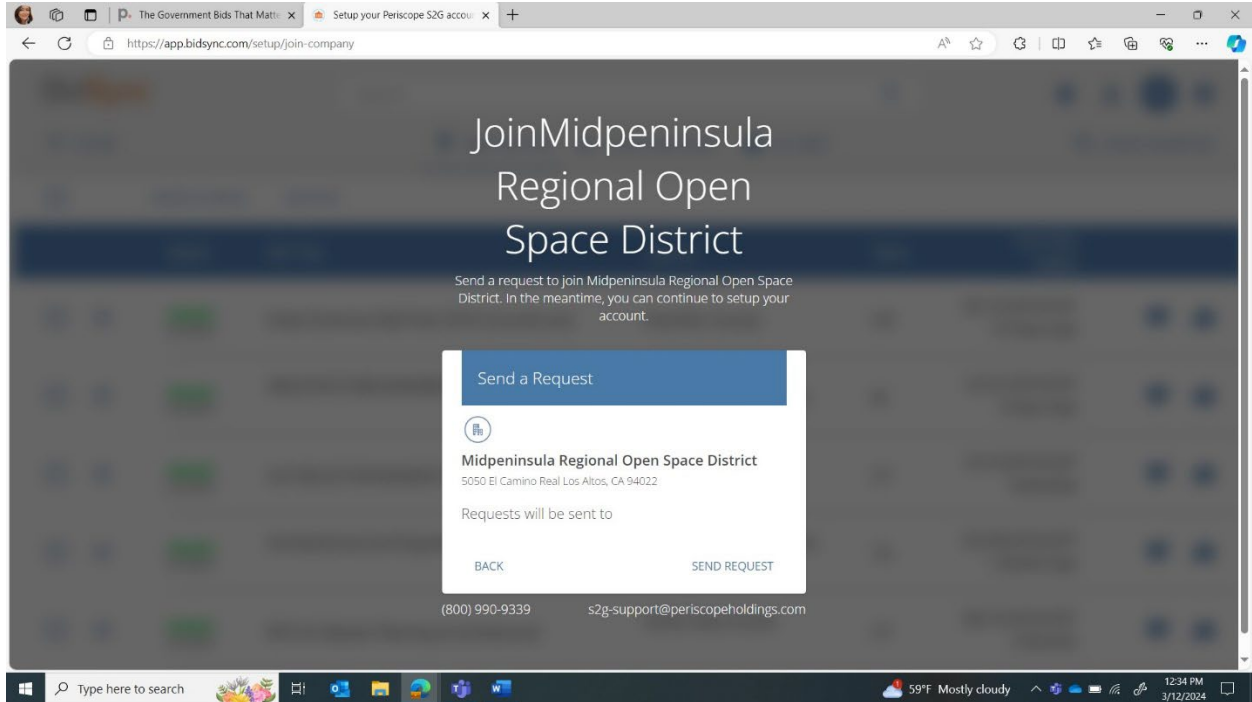
Step 13: You can join or create a company profile to receive bid notifications from agencies.

Paso trece: Puede unirse o crear un perfil de empresa para recibir notificaciones de ofertas de las agencias.



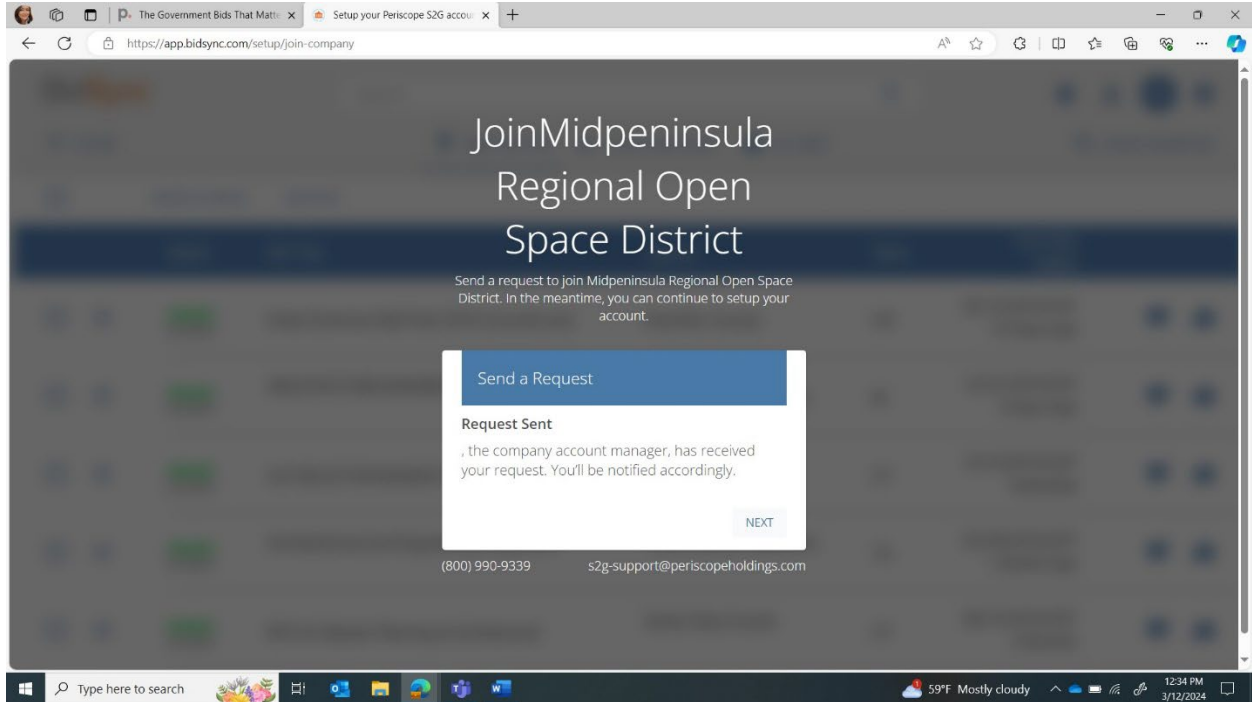
Step 14: Select Midpeninsula Regional Open Space District to receive notifications when solicitations are posted.

Paso Catorce: Seleccione el Distrito Regional de Espacios Abiertos de Midpeninsula para recibir notificaciones cuando se publiquen solicitudes.



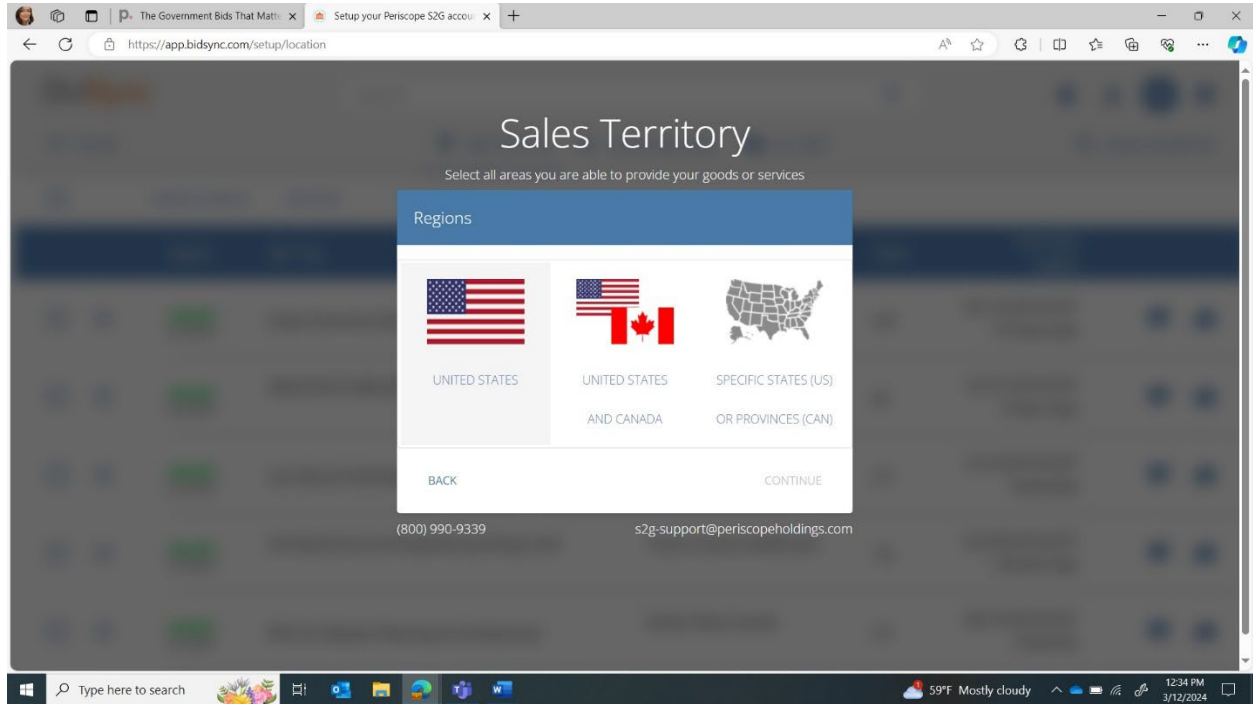
Step 15: Send a request to join Midpeninsula Regional Open Space District. And you can continue to set up your account.

Paso Quince: Envíe una solicitud para al Distrito Regional de Espacios Albertos de Midpeninsula. Y puede continuar configurando su cuenta.



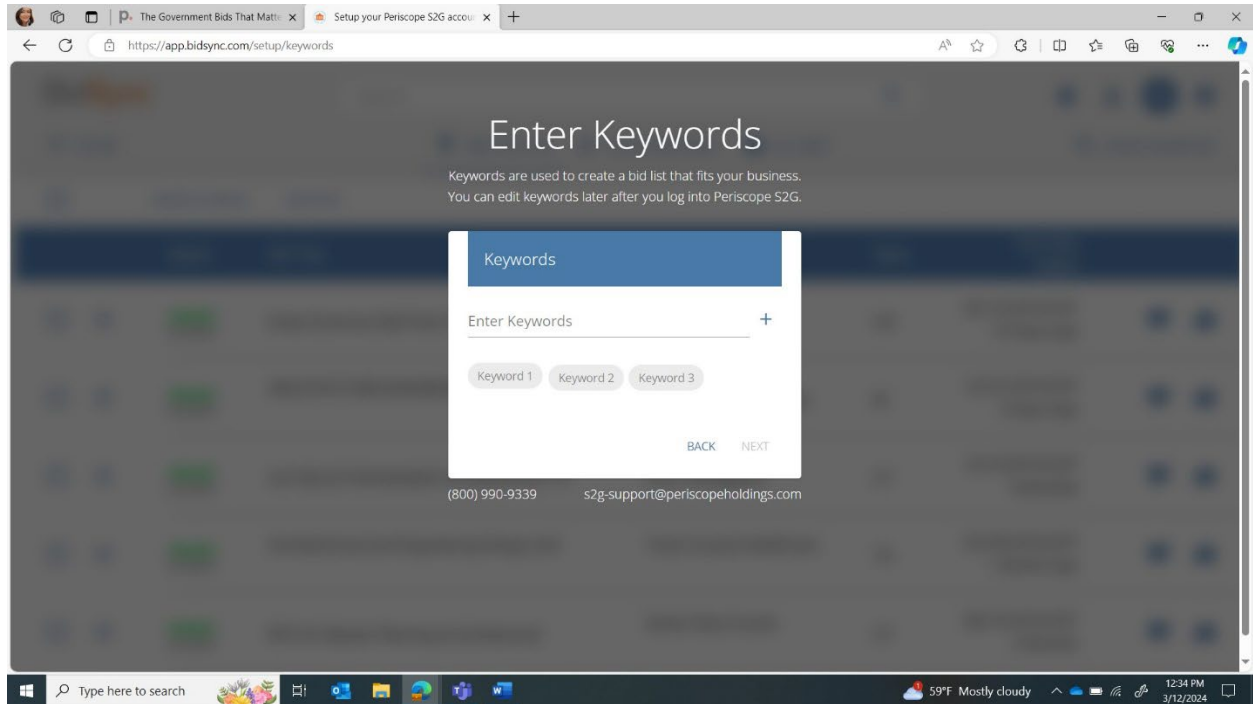
Step 16: Select your Sales Territory. Select all areas you can provide your goods or services.

Paso Dieciseis: Seleccione su Territorio de Ventas. Seleccione todas las areas donde puede proporcionar sus bienes o servicios.



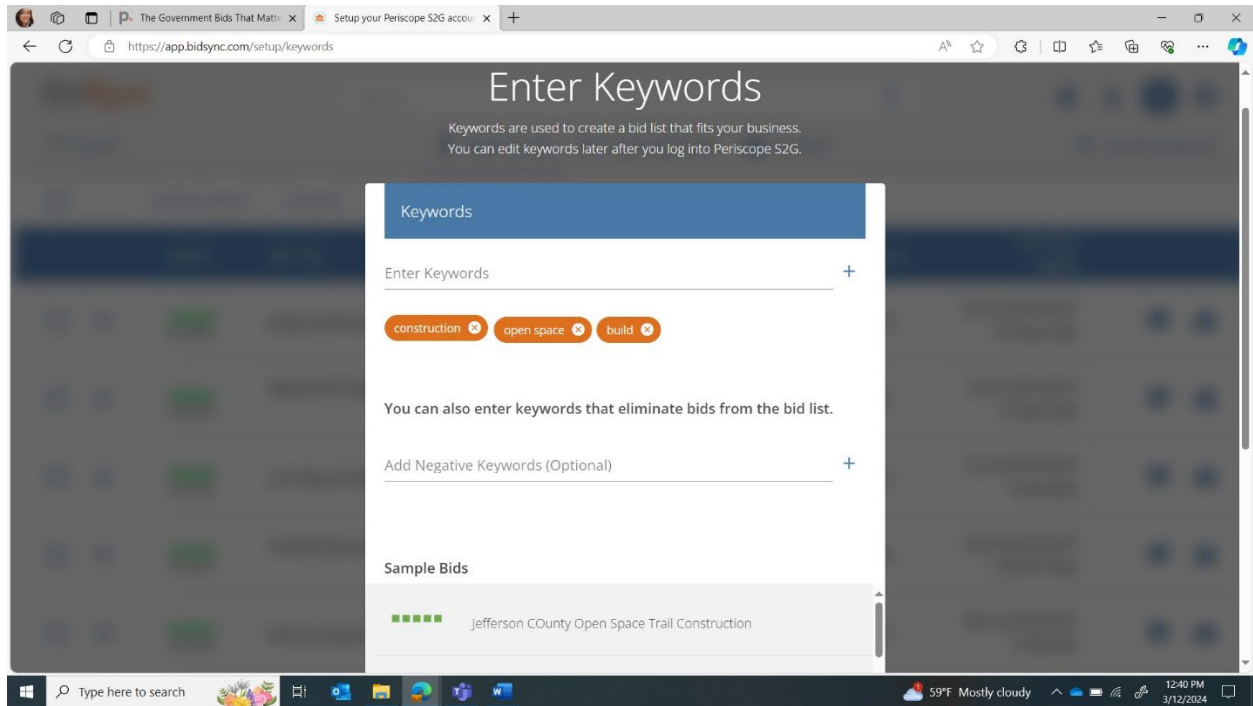
Step 17: Enter Key Words: Keywords are used to create a bid list that fits your business. You can edit keywords later after you log into Periscope.

Paso Diecisiete: Ingrese palabras clave: las palabras clave se utilizan para crear una lista de ofertas que se ajuste a su negocio. Puede editar las palabras clave mas tarde despues iniciar session en Periscope.



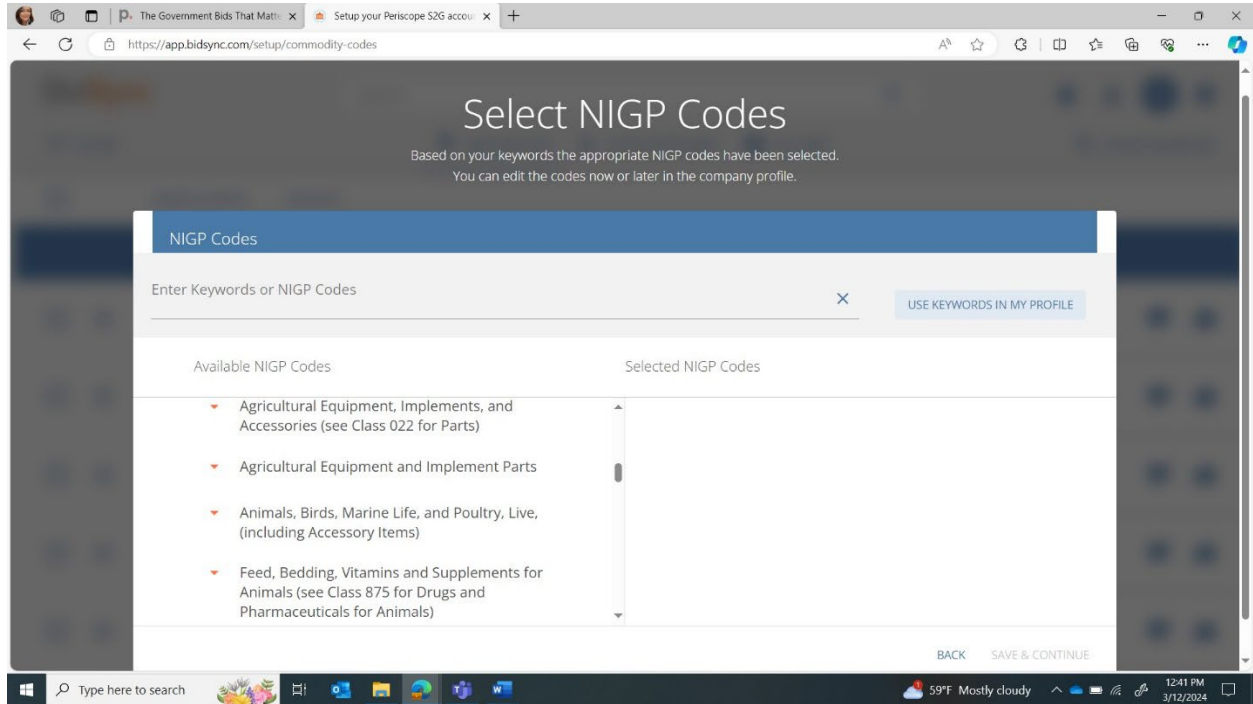
Step 18: Input any keywords of your choosing to create your bid list.

Paso Dieciocho: Ingrese las palabras clave que elija para crear su lista de ofertas.



Step 19: Select NIGP Codes. Periscope preselects NIGP codes based on your keyword selections.

Paso Diecinueve: Seleccione condigos NIGP. Condigos NIGP preseleccionados de Periscope segun sus selecciones de palabras clave.

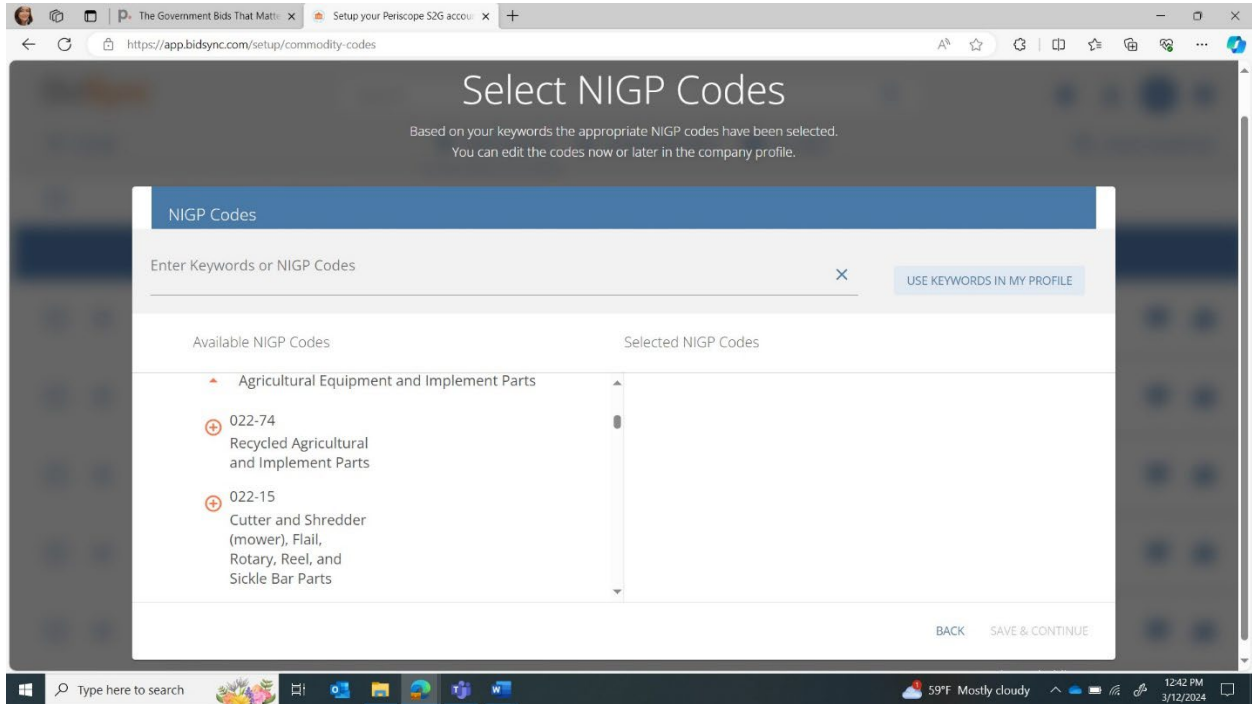


The NIGP Commodity/Services Code is an acronym for the National Institute of Governmental Purchasings' Commodity/Services Code. The NIGP Code is a coding taxonomy used primarily to classify products and services procured by state and local governments in North America.

El Código de Productos/Servicios NIGP es un acrónimo del Código de Productos/Servicios del Instituto Nacional de Compras Gubernamentales. El Código NIGP es una taxonomía de codificación que se utiliza principalmente para clasificar productos y servicios adquiridos por los gobiernos estatales y locales en América del Norte.

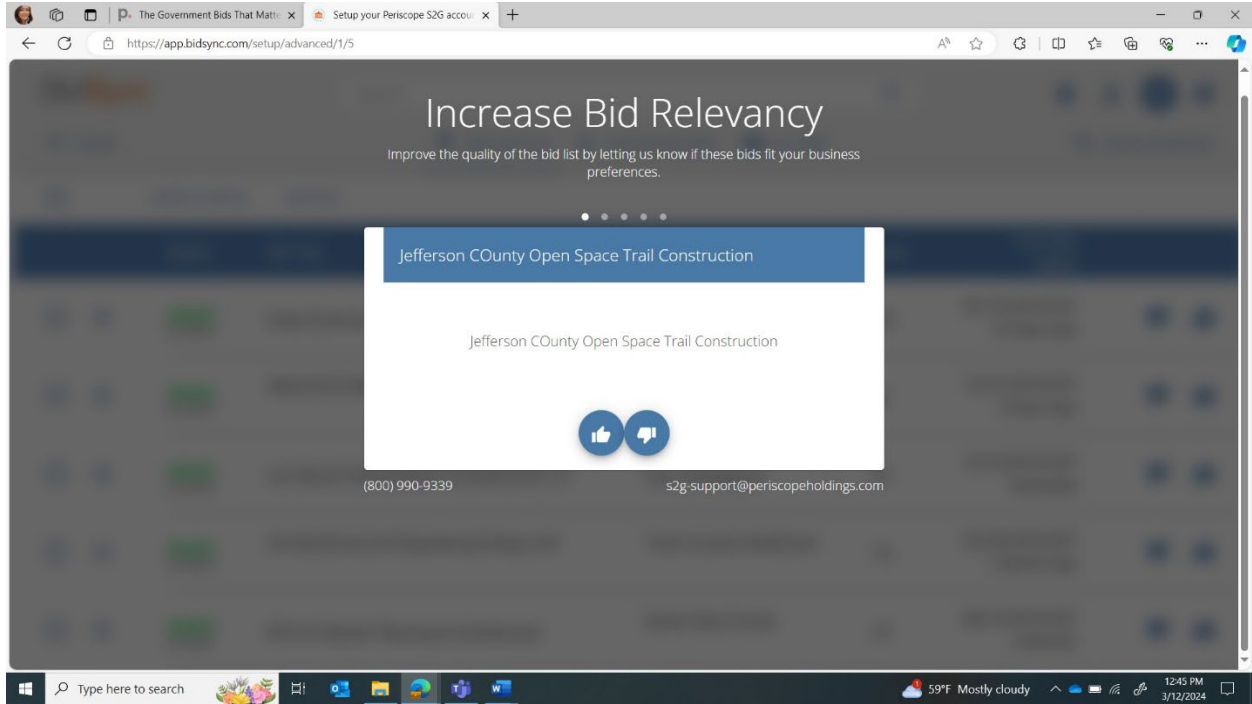
Step 20: Here is an example of available NIGP codes for the selected commodity.

Paso veinte: A continuación se muestra un ejemplo de códigos NIGP disponibles para el producto seleccionado.



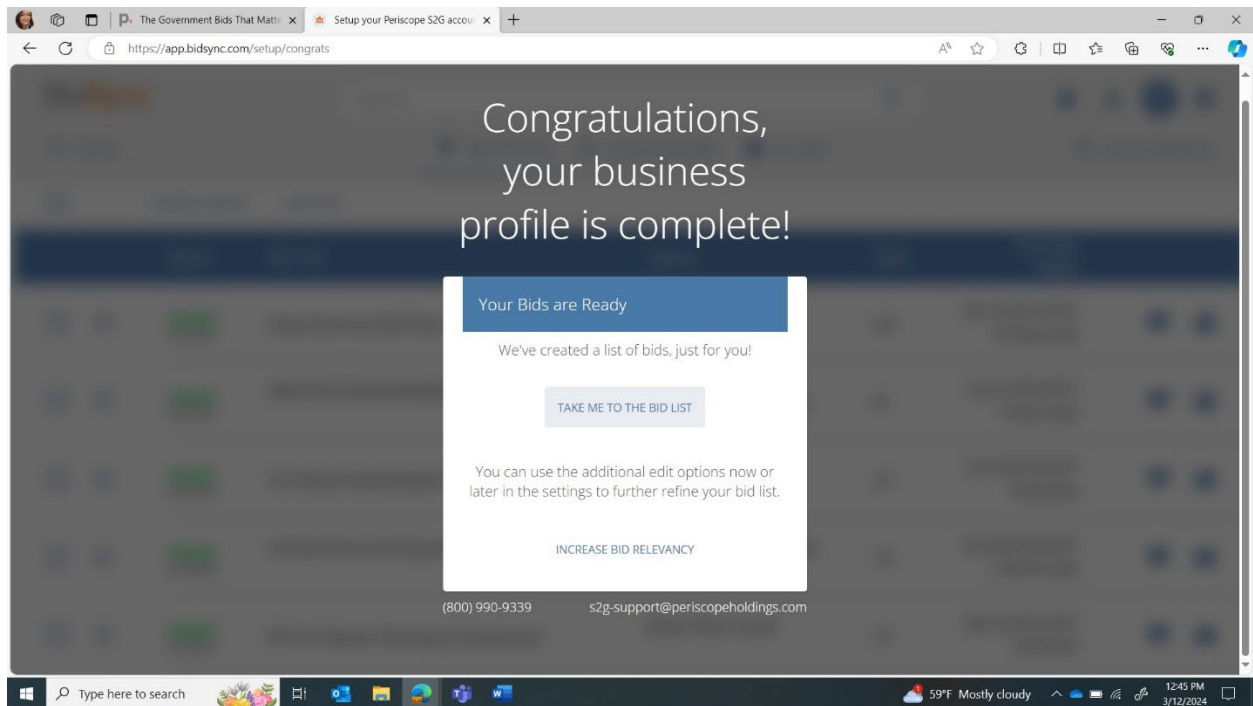
Step 21: Increase Bid Relevancy. Improve the quality of the system-generated bid list by selecting 5 bids to fit your business preferences.

Paso veintiuno: aumentar la relevancia de la oferta. Mejore la calidad de la lista de ofertas generada por el sistema seleccionando 5 ofertas que se ajusten a sus preferencias comerciales.



Step 22: You've completed the creation of your business profile.

Paso veintidós: ha completado la creación de su perfil comercial.



Step 23: This is your search page where you can locate current solicitations.

Paso veintitrés: esta es su página de búsqueda donde puede ubicar las solicitudes actuales.

The screenshot shows the PeriscopeS2G search interface. The top navigation bar includes the logo, a search bar with the text "Add more keywords to your search", and tabs for "BID OPPORTUNITIES" and "MARKETPLACE CATALOG MANAGER". Below the navigation, there are tabs for "ALL BIDS", "YOUR FAVORITES", and "RECENTLY ADDED BIDS".

The left sidebar contains a "FILTER" section with an "UPDATE BID PROFILE" button. It includes a "Keywords (3)" section with a search input and three active tags: "build", "open space", and "construction". Below this are sections for "Negative Keywords", "States/Provinces" (with a toggle for "Search all states/provinces" and "All US States" selected), and "Bid End Date". At the bottom of the sidebar are buttons for "Clear All", "Load Default", and "Save Search".

The main content area displays a table of bid opportunities. The table has columns for "Match Relevance", "Plan Type", "Bid Title | Bid ID", "Agency", "State", and "End Date". A message at the top of the table states: "Currently only able to view 426 of 4291 bids / UPGRADE PLAN TODAY to access all 4291".

Match Relevance	Plan Type	Bid Title Bid ID	Agency	State	End Date
5 stars	Open, Space, Constru	James Construction West A... [Redacted]	[Redacted]	CO	03/20/2024
5 stars	Open, Space	Open Space Landscape Main... [Redacted]	[Redacted]	CA	03/27/2024
5 stars	Open, Space	RFP for an Open Space and Recreation Plan BD-23-1256-DNVR1-DVRPD-98596	State of Massachusetts	MA	03/28/2024
5 stars	[Redacted]	Concrete Services for Bou... [Redacted]	[Redacted]	[Redacted]	[Redacted]

The bottom of the screenshot shows the Windows taskbar with the search bar, taskbar icons, and system tray showing the date and time as 12:46 PM on 3/12/2024.

Step 24: You can narrow your search by adding “Midpeninsula Regional Open Space District” to the “Enter Keywords” section on the left side of the page.

Paso veinticuatro: Puede limitar su búsqueda agregando “Distrito Regional de Espacio Abierto de Midpeninsula” a la sección “Ingresar palabras clave” en el lado izquierdo de la página.

The screenshot shows the PeriscopeS2G dashboard with a search filter applied. The left sidebar contains a 'Keywords (1)' section with the text 'Midpeninsula Regional Ope...' entered. The main content area displays a table of bid opportunities with the following columns: Match Relevance, Plan Type, Bid Title | Bid ID, Agency, State, and End Date.

Match Relevance	Plan Type	Bid Title Bid ID	Agency	State	End Date
☆☆☆☆	L	RFP: Livestock Operator Leases on District Conservation Grazing Lands 2402-001	Midpeninsula Regional Open Sp	CA	04/05/2024
☆☆☆☆	L	Regulatory Permitting Support for the Purisima-to-the-Sea Trail 2402-005	Midpeninsula Regional Open Sp	CA	03/12/2024
☆☆☆☆	P	On-Call Regional Signal /... [Redacted]	[Redacted]	VA	03/27/2024
☆☆☆☆	P	COLORADO AIR AND SPACE PO... [Redacted]	[Redacted]	CO	03/29/2024

Step 25: Select the bid you want to respond to and review the summary of the solicitation.

If you have questions about any of the information in the summary, feel free to post them on Periscope or reach out to the Project Manager referenced below.

Paso veinticinco: Seleccione la oferta a la que desea responder y revise el resumen de la solicitud.

Si tiene preguntas sobre la información del resumen, no dude en publicarlas en Periscope o comunicarse con el gerente de proyecto al que se hace referencia a continuación.

The screenshot shows a web browser window with the following content:

- Browser Tabs:** "The Government Bids That Mat...", "Bid Detail: RFP: Livestock Opera..."
- Address Bar:** <https://app.bidsync.com/bid-detail/da90f8b6-c3fa-4a53-a51d-dd3d83169563?bidScore=0.55048>
- PeriscopeS2G Header:** "PeriscopeS2G SUPPLIER TO GOVERNMENT", "Add more keywords to your search", "BID OPPORTUNITIES", "MARKETPLACE CATALOG MANAGER"
- Navigation:** "BACK TO BID OPPORTUNITIES"
- Bid Opportunity Details:**
 - Title:** RFP: LIVESTOCK OPERATOR LEASES ON DISTRICT CONSERVATION GRAZING LANDS
 - Match Relevance:** 4 green squares
 - Views:** 27 Total page views
 - Time Remaining:** 24d 2h 11m
 - Bidding End Date:** APRIL 05, 2024
 - Added to S2G:** Mar 11, 2024
 - Bid ID:** 2402-001
 - Interested Companies:** 14 View the S2G Companies interested in this opportunity.
 - Buttons:** SEE ORIGINAL BID OPPORTUNITY, Add to favorites, MORE LIKE THIS, LESS LIKE THIS, Share
 - MILESTONES:** Questions Deadline: Mar 18, 2024; Bidding End Date: Apr 05, 2024
 - YOUR MATCHING KEYWORDS:** OPEN, SPACE
- Agency Information:**
 - Agency:** Midpeninsula Regional Open Space District | Los Altos, CA (www.openspace.org)
 - AGENCY TYPE:** Special District/Authority
 - CONTACTS:** Matthew Shapero (650-625-6510, mshapero@openspace.org)
- COMMODITY CODES:** NIGP [944-71] Ranching Services (not Otherwise Classified)