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PURCHASING & STRATEGIC SOURCING

Enter your question here
Tags



Mayor– Oscar Leeser

Executive Purchasing Briefing

April 27, 2021





STRATEGIC
PLAN 2019

25 BY 2025



Strategic Plan Alignment

Vision Block: High Performing Government

Goal 6. Set the Standard for Sound Governance and Fiscal Management

6.7 Deliver effective and efficient processes to maximize value in obtaining goods and services

Key Accomplishments

Achievement of Excellence in Procurement

Of the 10 largest cities in Texas, City of El Paso is only *1 of 3* to earn this distinction
7 CONSECUTIVE YEARS



Meet El Paso's Chatbot, Ask Laura. She's a Real "Game Changer"
 - GovTech Digital Communities 2017

Best of Texas 2018 Award Winner *Application Serving the Public- Ask Laura*

Top Innovator in Excellence in Procurement Indirect Categories from ProcureCon Indirect East- 2017- EP MarketPlace

National Institute For Governmental Purchasing 2018 Presenter
 Kaizen Event for CSP
 Ask Laura-Case Study

2018 U.S. Small Business Administration
 Minority Small Business Champion

2019 U.S. Department of Commerce Minority Business Development Agency
 Distinguished Supplier Diversity Award

National Airport Purchasing Group 2019 Presenter
 Continuous Improvement – Lean Six Sigma & Technology

National Institute For Governmental Purchasing 2021 Presenter
 E-Marketplace A Conversation About Decisions, Change, and Outcomes

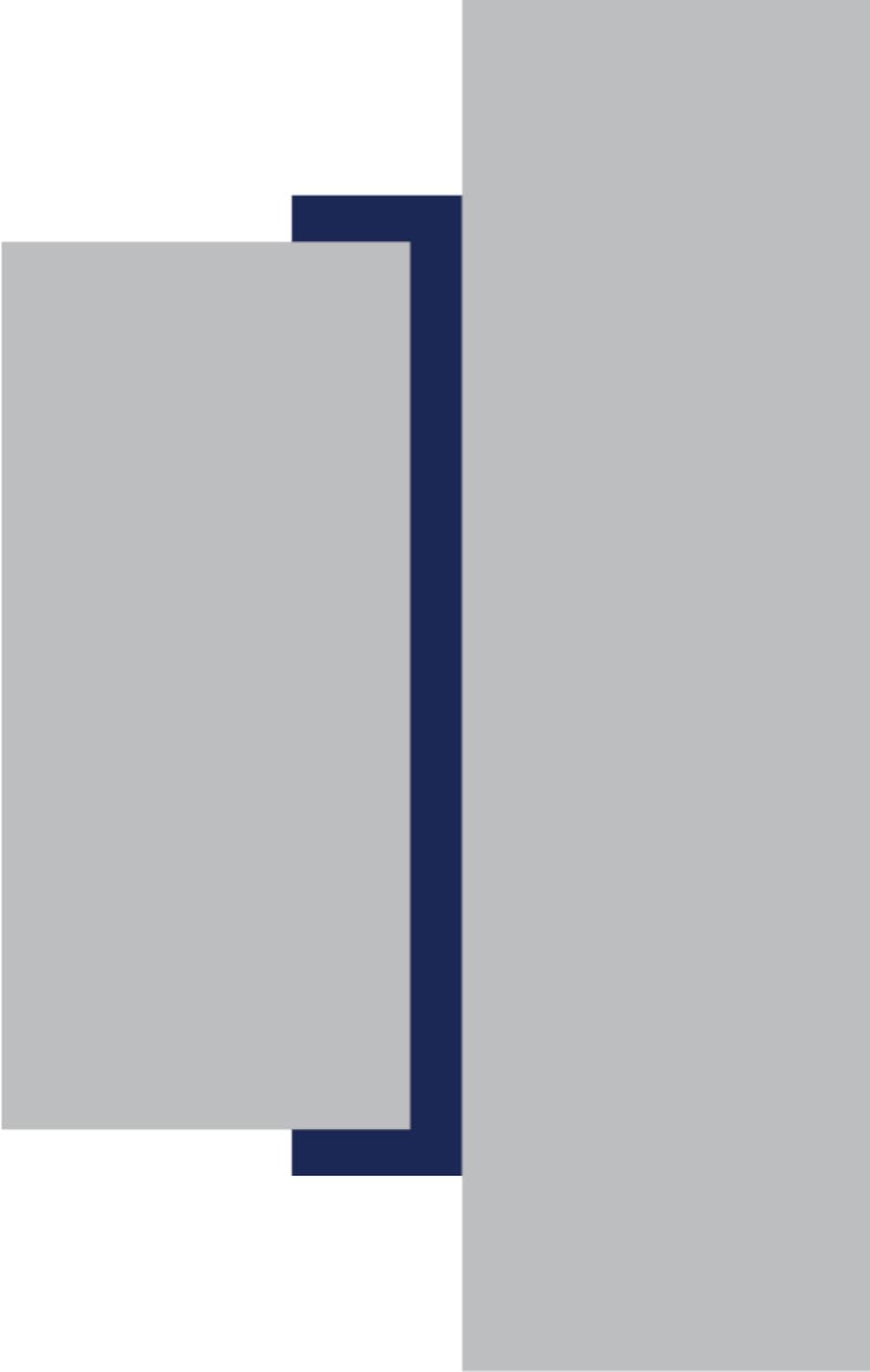


Mission

Our mission is to facilitate the procurement of goods and services in an open, fair, transparent, economically competitive and respectful process with the goal of maximizing tax payers' dollars. Therein promoting and fostering a climate of good business relationships between our suppliers and the City.

Objectives

- By the end of this presentation you will be able to do the following:
 - Identify Purchasing & Strategic Sourcing Core Functions and Responsibilities
 - Know where to find key purchasing information
 - Identify various milestones of procurement processes.
 - Identify who has authority to purchase
 - Identify the methods use to purchase goods and services between \$3,500 and \$49,999.99
 - Identify the methods use to purchase goods and services over \$49,999.99



Purchasing & Strategic Sourcing Core Functions and Responsibilities

Core Functions & Responsibilities

Vendor Management



- ✓ PeopleSoft Purchasing Training and Troubleshooting
- ✓ EP Marketplace
- ✓ Ask Laura

Outreach



- ✓ Cooperative Purchasing Expo
- ✓ Winning Wednesday
- ✓ Collaboration with Strategic Partners

Socio-Economic Programs



- ✓ Hire El Paso First - Local Bid Preference Ordinance
- ✓ City Accelerator

Contract Compliance Support



- ✓ Contract Register
- ✓ Contract Administration Training & Technical Support
- ✓ Vendor Performance Management System
- ✓ Wage Theft Ordinance

Purchasing & Supply Chain Management



- ✓ Procurements
- ✓ Consulting and Advanced Procurement Planning Services

Where to Find Information

Where to Find Information



- Purchasing & Strategic Sourcing Webpage: <https://www.elpasotexas.gov/purchasing/>
- Register as new vendor to receive Purmail: http://legacy.elpasotexas.gov/purchasing/ep-signup.asp?control_number=
- Business Opportunities/Open Solicitations: <http://legacy.elpasotexas.gov/purchasing/ep-invitations.asp>
- Hire El Paso First: <https://www.elpasotexas.gov/purchasing/hire-el-paso-first/>
- Hire El Paso First Local Business Certification: <http://legacy.elpasotexas.gov/purchasing/local-vendor-registration.asp>
- Amended and Restated Procurement and Sourcing Policy:
<https://www.elpasotexas.gov/assets/Documents/CoEP/Purchasing/Resources/Amended-and-Restated-Procurement-and-Sourcing-Policy-new.pdf>
- Purchasing Forms: <https://www.elpasotexas.gov/purchasing/resources/purchasing-forms/>
- Wage Theft Ordinance: <https://www.elpasotexas.gov/purchasing/wage-theft-ordinance/>
- Directory: <https://www.elpasotexas.gov/purchasing/directory/>

Vendor Management

Vendor Management

- **Purmail** - Register interested suppliers in doing business with the City. Suppliers will receive weekly notifications of City of El Paso bidding opportunities
- Maintain pertinent information of the entity doing business with the City
- Update banking information – 2 Step Verification
- Respond to vendor inquires

Procurement Requirements Information System Manager (PRISM)

Ticketing System

PeopleSoft e-Procurement

Training and Troubleshooting (PRISM)

Vendor Management

Virtual Information Officer- Ask Laura – Creates unique customer service by providing immediate information to frequently asked procurement questions and other Frequently Asked Questions (FAQ) on how to do business with the City.

- Use of the VIO has created a paradigm shift where City departments are referring citizens and contractors to the website to address their customer needs.
- In addition to providing a unique customer experience, having a VIO respond to questions in lieu of City staff has resulted in reduced person-hours on the telephone calls.
- Laura Habla Español.
- Replicated in 6 Departments.
- Total Cost Avoidance of over \$62K



The EP MarketPlace

What is EP MarketPlace?

A platform where vendors, with approved cooperative contracts, are placed to sell their goods and services through an electronic catalog.

- Creation of a comparative shopping experience to cross search vendor prices therein tagging multiple quotes and the best price by product-by-product comparisons from different suppliers.
- 3rd Party verification by Grainger Consulting Services Lean Six Sigma team.
 - Generates \$117 cost avoidance on each purchase order issued.
 - 89% reduction in process time.
 - Cost of a Purchase Order \$132 vs Cost of a MKT PO \$15.
 - \$2.6M Total Cost Avoidance from 2015-2020.
- Replicated by the El Paso Independent School District.
- Total Spend through EP Marketplace to date \$108M.

The EP MarketPlace

 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ
 RFQ	Advertising Promotional Products RFQ	Advertising Specialties of El Paso (LOCAL) RFQ	 RFQ	 RFQ	 RFQ	amazonbusiness RFQ	 RFQ	DESERT DRYWALL RFQ	 RFQ	 RFQ
 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	DHPACE Everything Doors Since 1926 RFQ	 RFQ	 RFQ
 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ
 RFQ	 RFQ	 RFQ	Bella Luna Engineering and Building Maintenance RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ	 RFQ
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Outreach

Cooperative Purchasing Expo



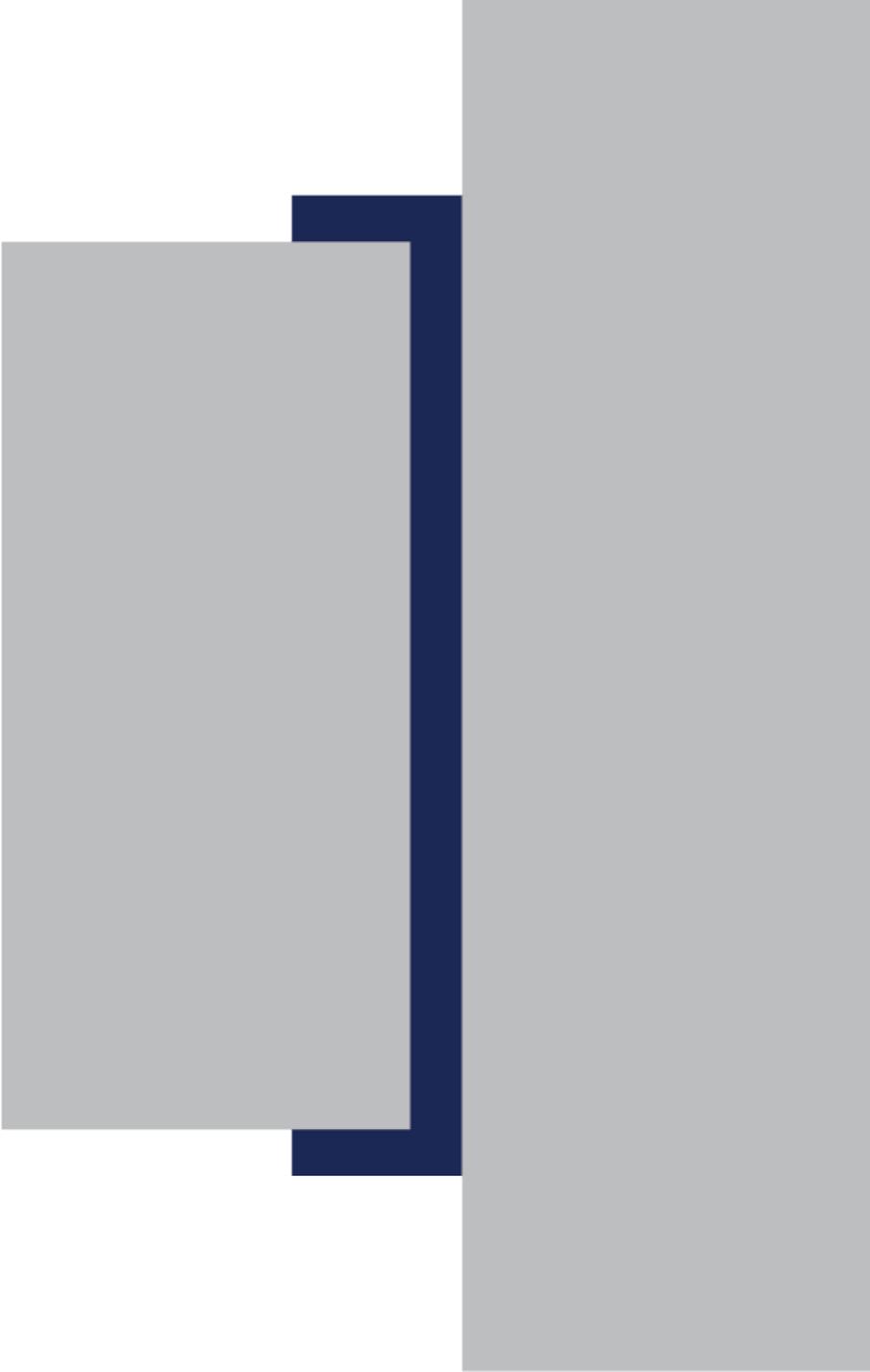
Business Opportunities & Resources

- ✓ Workshops
- ✓ Exhibitors
- ✓ Partners
- ✓ Resource Partners

Outreach

Winning Wednesday- Hispanic Chamber of El Paso



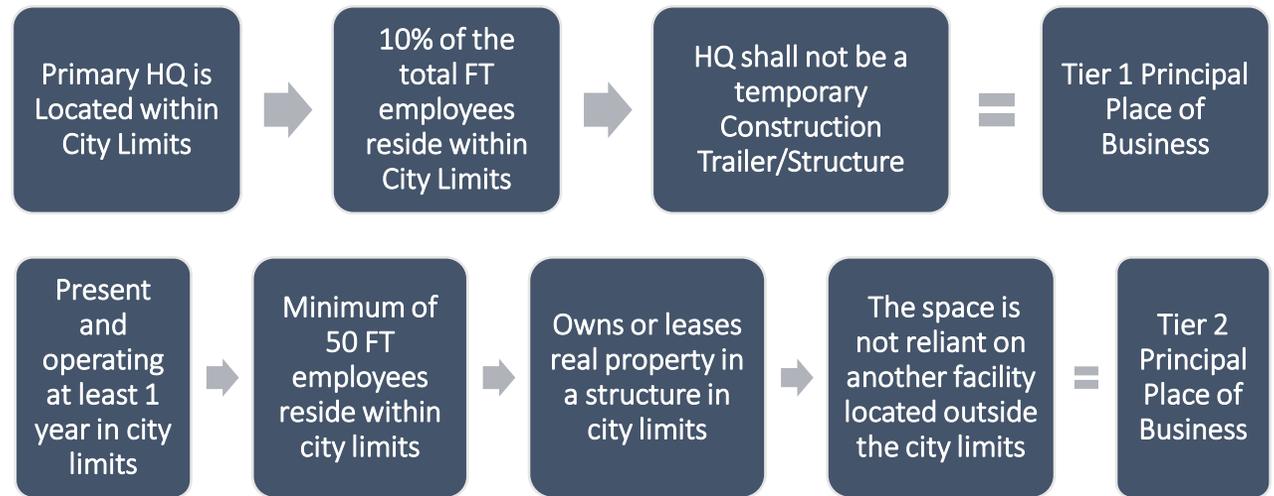


Socioeconomic Programs

Hire El Paso First – Local Bid Preference Ordinance

Texas Local Government Code Sections 271.905 and 271.9051 allow for the City’s consideration of location of a bidder’s principal place of business when awarding certain contracts.

The City of El Paso has implemented a policy affording a bidding preference to local businesses in the competitive process of procuring goods and services in order to infuse additional dollars into the local economy.



Hire El Paso First – Local Bid Preference Ordinance

This ordinance applies as follows:

1. Construction*

- ❖ Contracts in an amount less than \$100,000
 - ❖ Low Bid
 - ❑ Tier Breakdown
 - Tier 1 – 5%
 - Tier 2 – 2.5%
- ❖ Alternative Procurement Methods – no threshold
 - ❖ Competitive Sealed Proposal
 - ❖ Design-Build
 - ❖ Public-Private Partnership
 - ❖ Construction Manager-at-Risk
 - ❑ Tier Breakdown
 - Tier 1 – 5% and 5 points
 - Tier 2 – 2.5% and 5 points

2. Goods and Services*

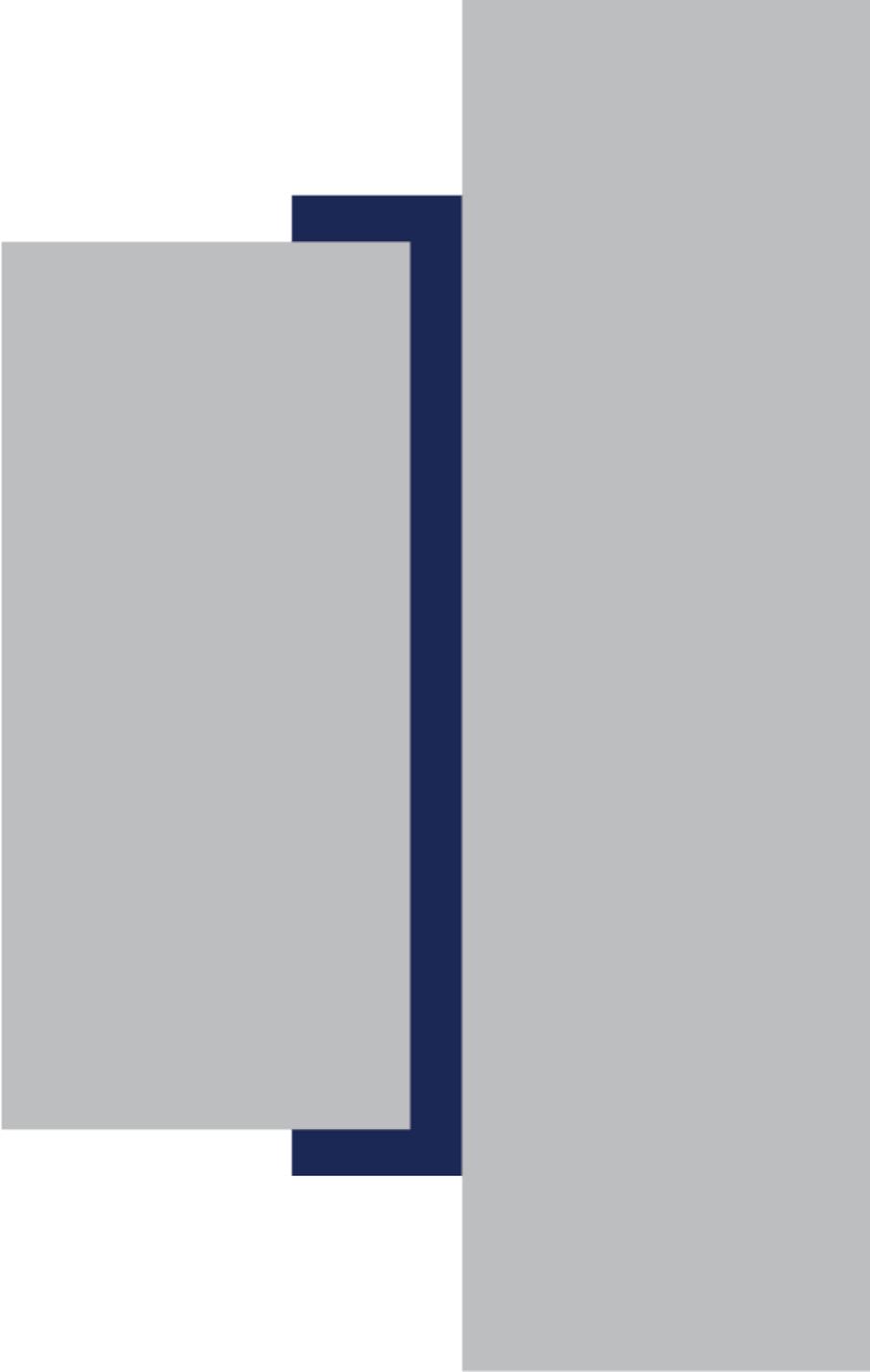
- ❖ Contracts in an amount less than \$500,000
 - ❖ Low Bid
 - ❑ Tier Breakdown
 - Tier 1 – 5%
 - Tier 2 – 2.5%
- ❖ Contracts in an amount equal or greater than \$500,000
 - ❖ Low Bid
 - ❑ Tier Breakdown
 - Tier 1 – 3%
 - Tier 2 – 1.5%

* Must demonstrate Economic Benefit to the City

City Accelerator

The El Paso City Accelerator is aimed at helping local minority, woman, and veteran business owners in El Paso by connecting them to the resources they need to succeed.

- City Accelerator 5: Local Business + Job Growth
 - Through grant funds, the program provided support to minority, woman, and veteran businesses by paying for technical assistance, job specific, and business operations trainings.
- City Accelerator 6: Inclusive Procurement
 - Utilizing grant funds, the program sought to identify and develop the infrastructure needed to establish a minority, woman and veteran business certification program.
 - The program fits the Communities of Excellence Framework by ensuring business access to high quality resources and serves as a model for community collaboration to deliver high impact results



Contract Compliance Support

Contract Compliance Support



Reporting

- ✓ 270 – Expiring Contract Report
- ✓ Contract Register



Training

- ✓ Contract Administration Trainings
- ✓ Vendor Performance Management System
- ✓ Vendor Performance Reports

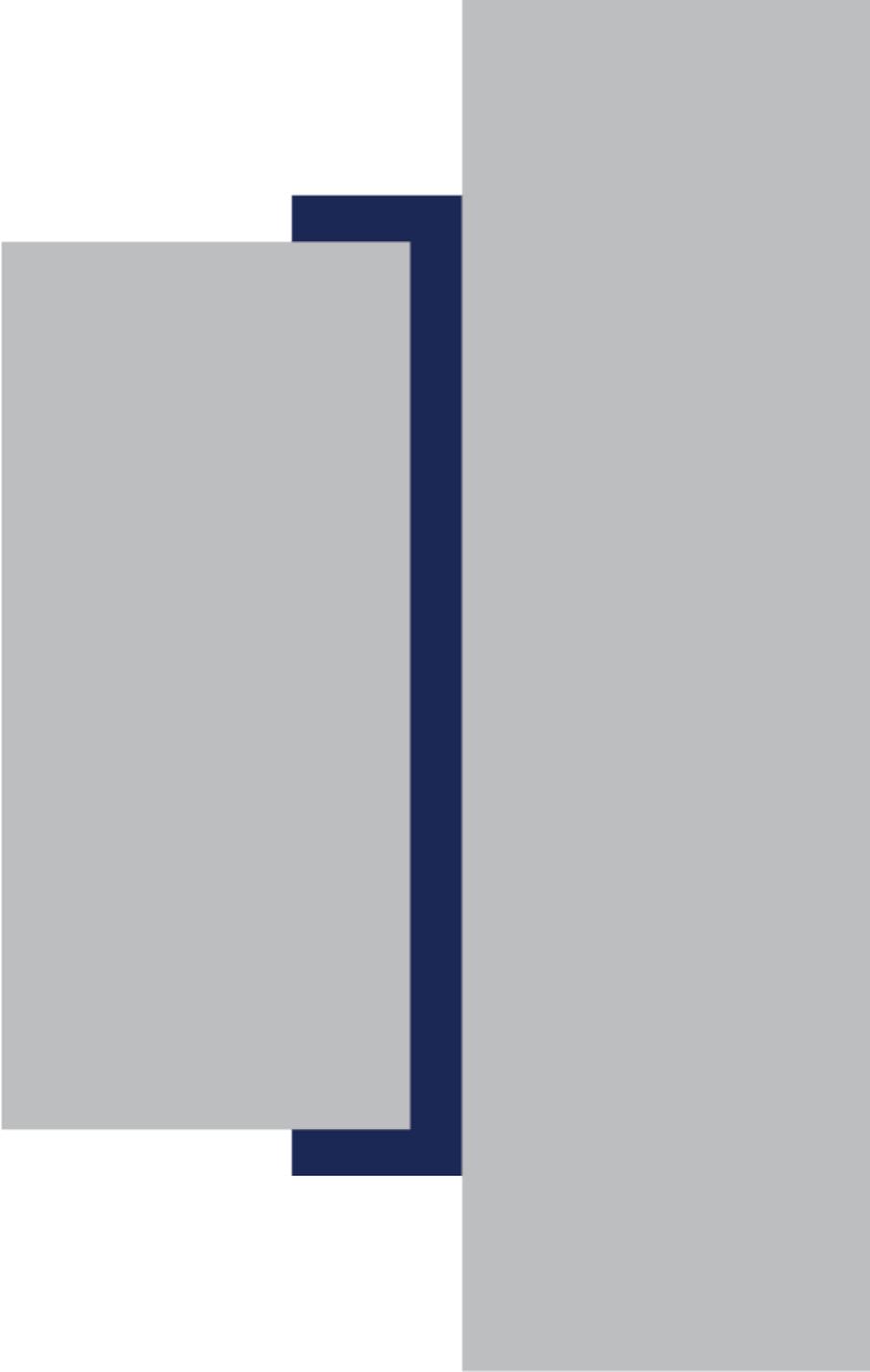


Consulting Services

- ✓ Contract & Compliance Management
 - Cure Process
- ✓ Wage Theft Ordinance

Wage Theft Ordinance

- Pursuant to the City of El Paso Code, Ordinance No. 018370, adopted by City Council on June 16, 2015, the City may not award a contract to a vendor with wage theft adjudication.
- Prior to the recommendation of a City contract, the Purchasing Director shall verify that the vendor does not have a wage theft violation in accordance with said Ordinance.
- The Wage Theft Ordinance is applicable to all City contracts.
- Adjudication Database - Tracks all Complaints and Outcomes
- The database contains the name of the vendor, the date of the adjudication and the period of time when they are ineligible to receive a contract, license and/or permit.



Purchasing & Supply Chain Management

Purchasing Authority

- **City Council**

Approval of the City Council is required for contracts and contract modifications that alone, or in the aggregate, total an amount in excess of (\$50,000).

- **The City Manager**

The City Manager shall have the authority to execute intergovernmental agreements, as delineated within Ordinance 16015, contracts, purchase orders and/or modifications up to fifty thousand dollars (\$50,000) without City Council approval.

- **The Purchasing Director**

The Purchasing Director shall serve as the Chief Procurement and Contracting Officer and is authorized to execute intergovernmental agreements, contracts, purchase orders and/or modifications in accordance with the authority delegated by the City Manager. The Purchasing Director may also sign contracts/agreements for the acquisition of any City goods and services in an amount of \$3,501 to \$50,000 per annum, or an aggregate of \$100,000 on a multi-year contract.

Commercially available goods and services

- This purchase requires approval from the Purchasing Director.
- These items are commercially available, typically purchased from a retail store.
- One-time purchase with a value of less than \$3,500.
- The recommendation is to use EP MarketPlace first.

Non-Competitive

- Goods and services only available from a single source.
- Goods and services only available from a sole distributions in the area.
- After 2 attempts following competitive procurements the City does not obtain responses.

Competitive Procurement Methods

- Goods & Services

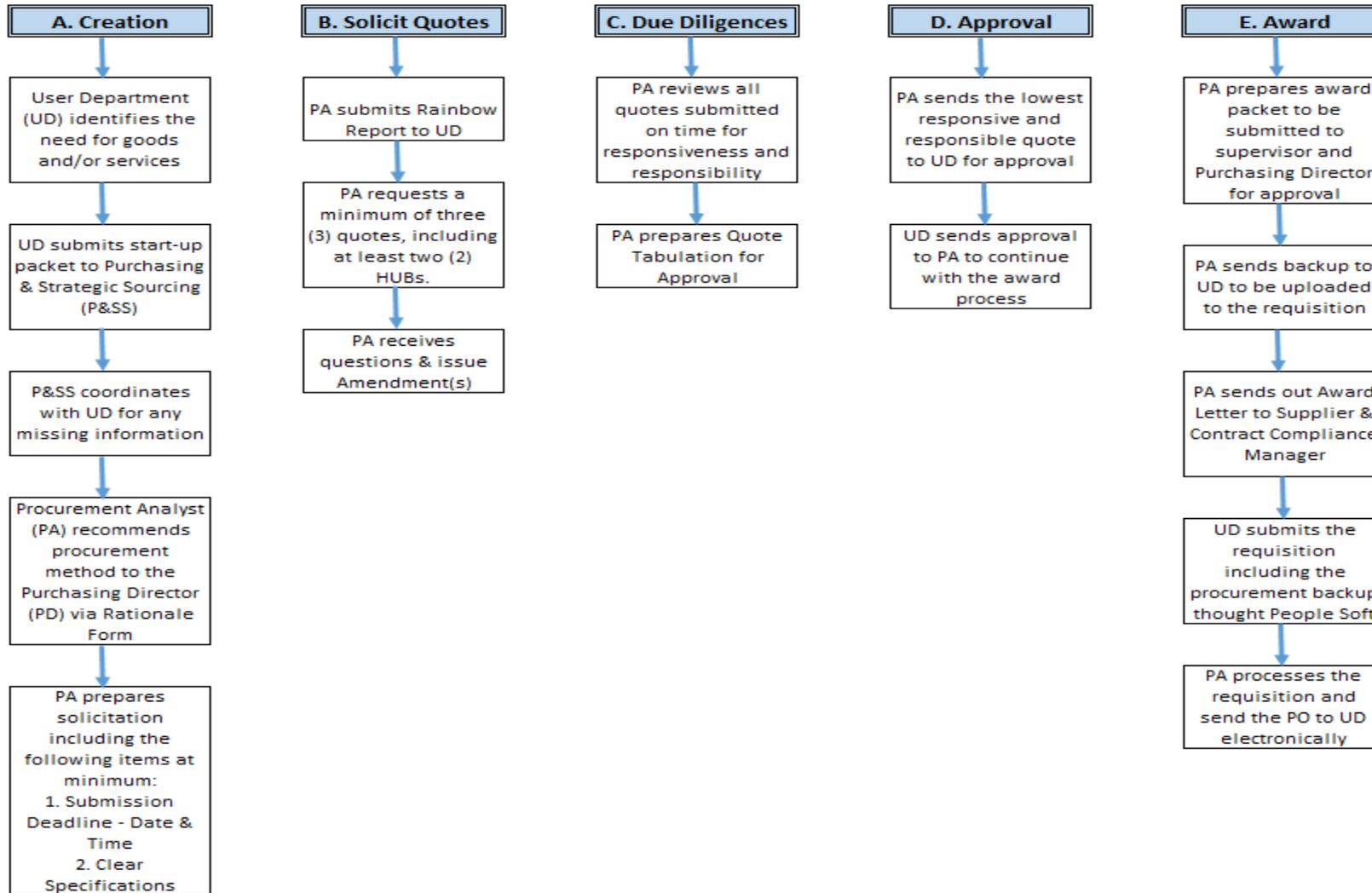
Three (3) Quotes

- The Request for Quote procurement method is when municipality is procuring goods and/or service for expenditures more than \$3,500 but less than \$50,000.
 - ❖ Must **solicit** a minimum of three (3) quotes.
 - ❖ Non-Commercially available items.
 - ❖ Must solicit quotes from a minimum of two (2) Historically Underutilized Business (HUBs).
- This method is typically used for the following projects:
 - ❖ Furniture
 - ❖ Animal Food
 - ❖ Computer Equipment

Three (3) Quotes

- What Federal, State, and Local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 252. Purchasing and Contracting Authority of Municipalities, Counties, and Certain Other Local Governments.
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ 2 CFR 200

3-Quote – Workflow



Informal Procurement

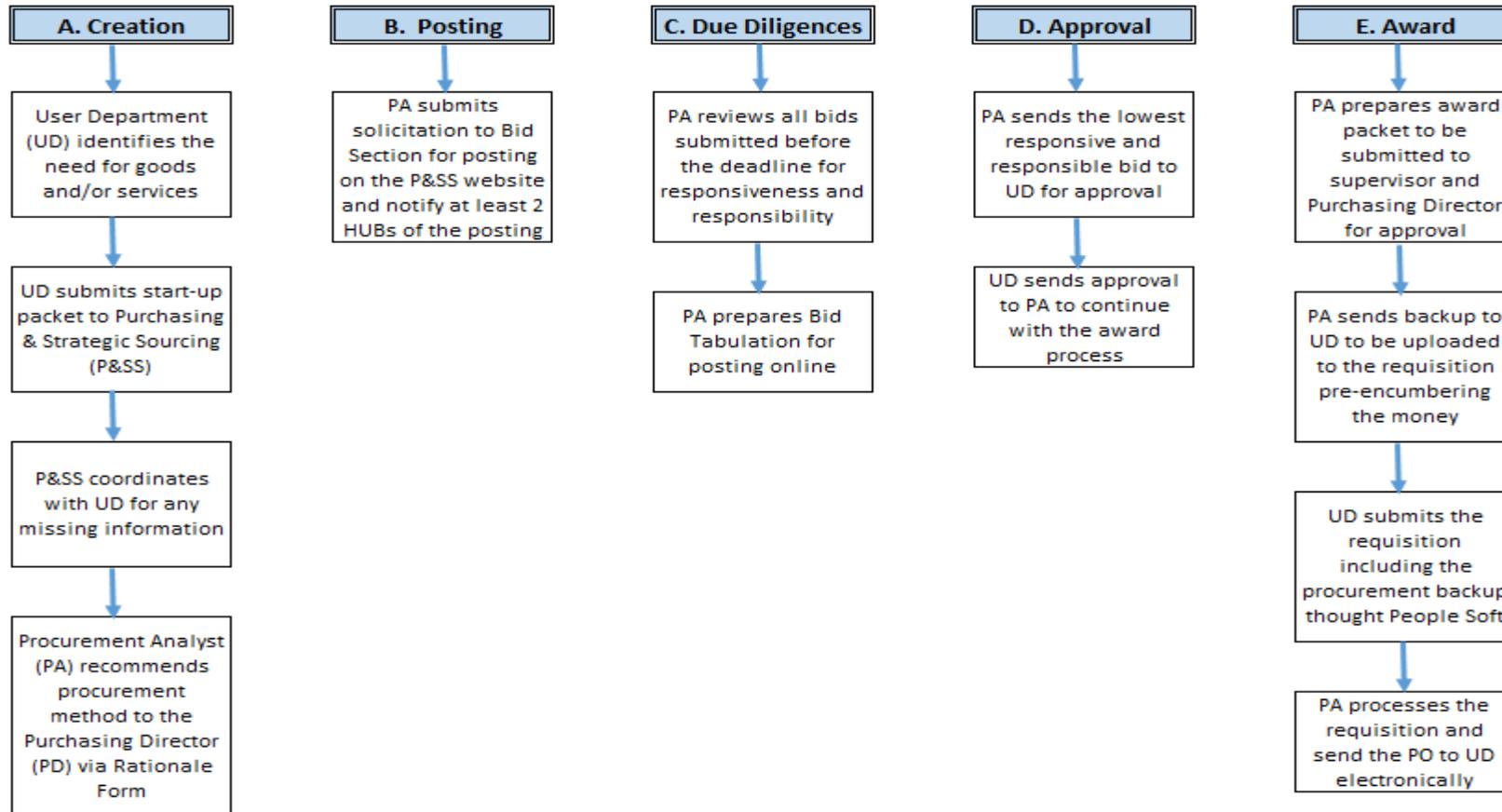
- The informal procurement method is when municipality is procuring goods and/or service for expenditures more than \$3,500 but less than \$50,000 or an aggregate of \$100,000 for multi-years.
 - ❖ It is posted online.
 - ❖ Non-Commercially available items.
 - ❖ Must solicit quotes from a minimum of two (2) Historically Underutilized Business (HUBs)¹.

- This method is typically used for the following projects:
 - Background Checks
 - Plumbing Services
 - Oil Separator & Recycling

Informal Procurement

- What Federal, State, and Local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 252. Purchasing and Contracting Authority of Municipalities, Counties, and Certain Other Local Governments.
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ 2 CFR 200

Informal – Workflow



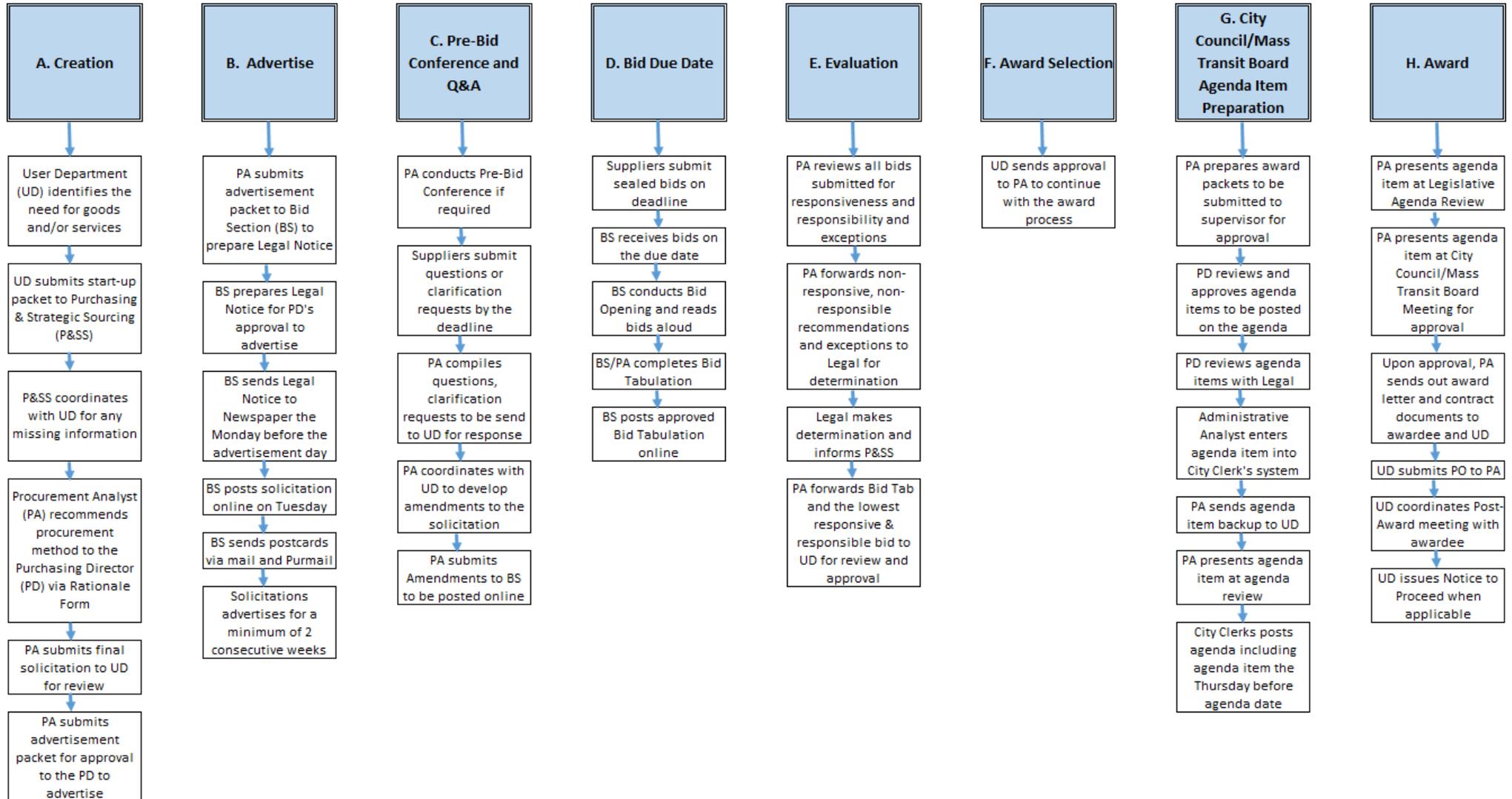
Low Bid

- The Low Bid procurement method seeks to award to the lowest, responsive and responsible bidder. This method is typically used for the following projects:
 - ❖ Supplies and equipment
 - ❖ One time purchases
 - ❖ Computers

Low Bid

- What Federal, State, and Local policies, procedures, ordinances, and resolutions are applicable to this procurement.
 - ❖ Texas Government Code, Chapter 252. Purchasing and Contracting Authority of Municipalities, Counties, and Certain Other Local Governments.
 - ❖ Ordinance No. 016529 dated December 19, 2006 for Indebtedness
 - ❖ Resolution dated November 8, 2011 adopting the Hire El Paso First – Local Business Purchasing
 - ❖ Preference
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ Title VI
 - ❖ 2 CFR 200

Low Bid – Workflow



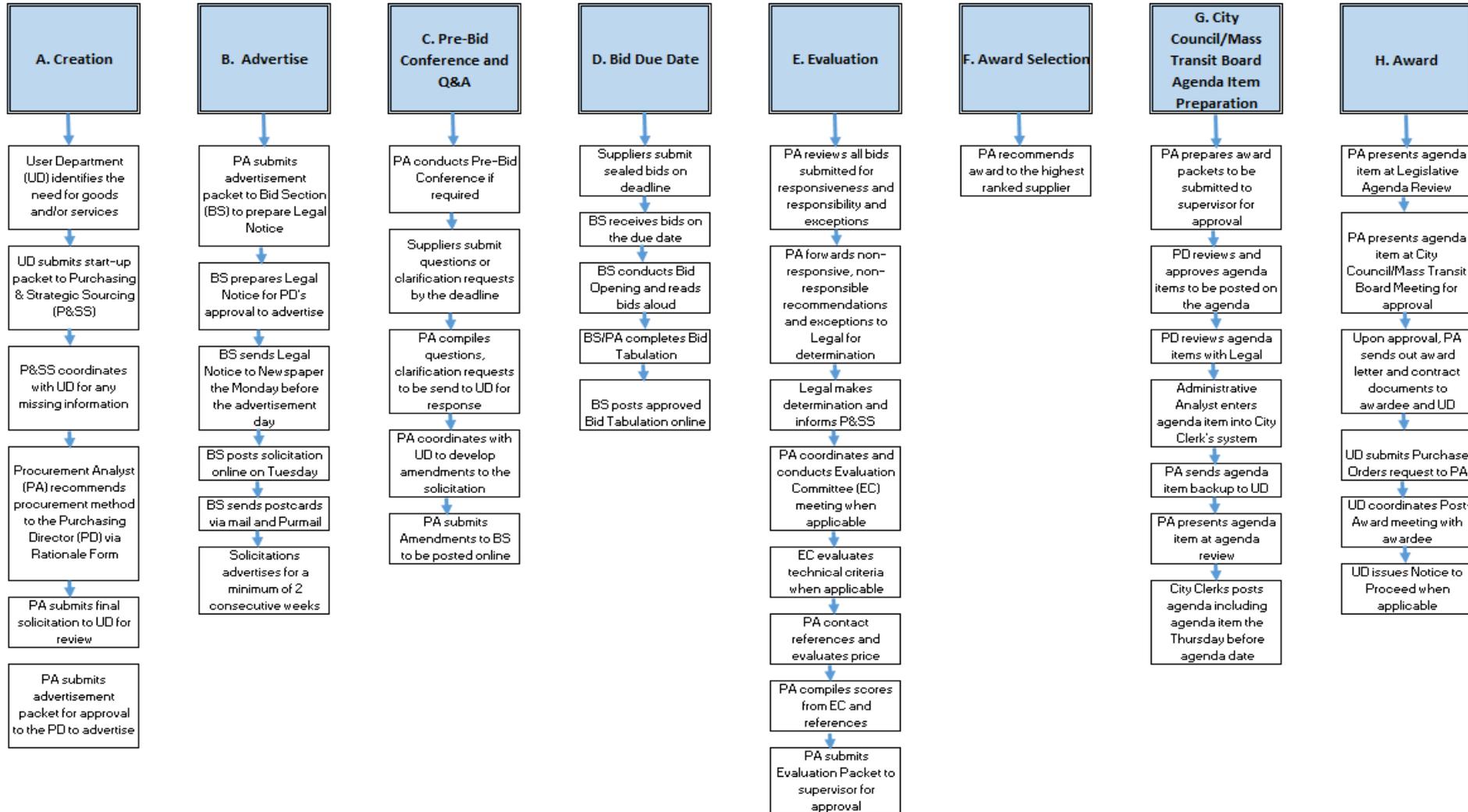
Best Value

- The Best Value procurement method seeks to award based on the bidder offering the best value bid. This method is not based solely on price but includes evaluation factors with weights. The is method is typically used for the following projects:
 - ❖ Janitorial
 - ❖ Security Guards
 - ❖ Ground Maintenance
 - ❖ Services related to repair and maintenance

Best Value

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 252. Purchasing and Contracting Authority of Municipalities, Counties, and Certain Other Local Governments.
 - ❖ Resolution dated August 28, 2012 Adopted Medical Benefits for Evaluation Criteria
 - ❖ Ordinance No. 016529 dated December 19, 2006 for Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ Title VI
 - ❖ 2 CFR 200

Best Value – Workflow



Request for Qualification* – Professional Services

- Professional Services that require the use of a qualification based selection method are disciplines that require a license and/or registered professional in the following areas:
 1. Accounting
 2. Architecture
 3. Landscape Architect
 4. Land Surveying
 5. Medicine
 6. Optometry
 7. Professional Engineering
 8. Real Estate Appraising
 9. Professional Nursing
 10. Interior Design

*Statements of Qualifications

Request for Qualification – Professional Services

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 2254. Professional and Consulting Services
 - ❖ Ordinance No. 016529 dated December 19, 2006 for Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ Title VI
 - ❖ 2 CFR 200

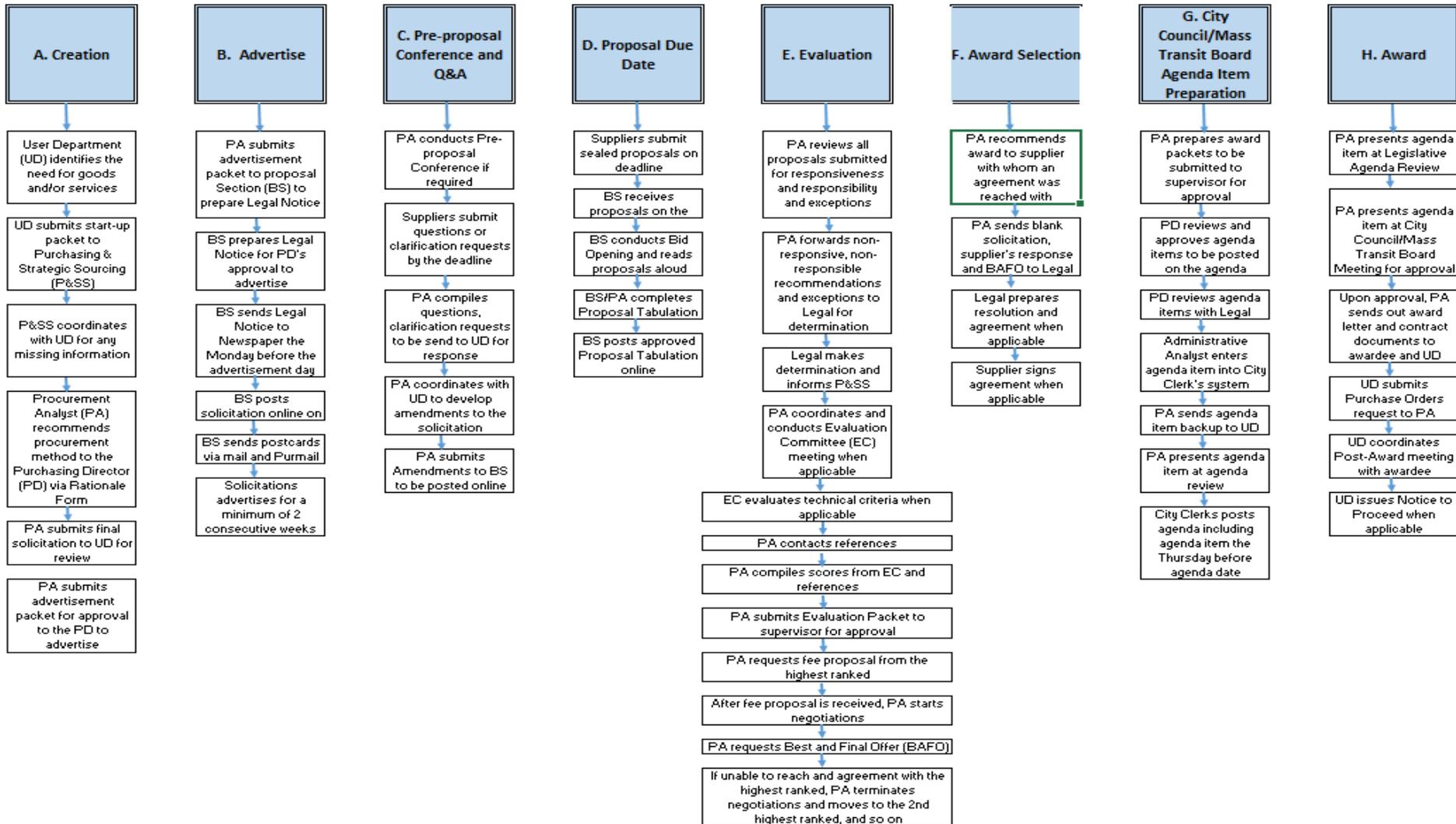
Request for Qualification – Other Professional Services

- Other Professional Services that may use a qualification based selection method are disciplines that require a license and/or registered professional in the following areas:
 - ❖ Legal
 - ❖ Planning Service
 - ❖ Computer programmers
 - ❖ Consultants
 - ❖ Third Party Administrators
 - ❖ Law Enforcement Consultants
 - ❖ Property Tax Consultants
 - ❖ Auditors

Request for Qualification – Other Professional Services

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Other Professional Services not listed in Texas Government Code, Chapter 2254. Professional and Consulting Services
 - ❖ Resolution dated August 28, 2012 Adopted Medical Benefits for Evaluation Criteria
 - ❖ Ordinance No. 016529 dated December 19, 2006 for Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
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 - ❖ 2 CFR 200

Request for Qualifications – Workflow



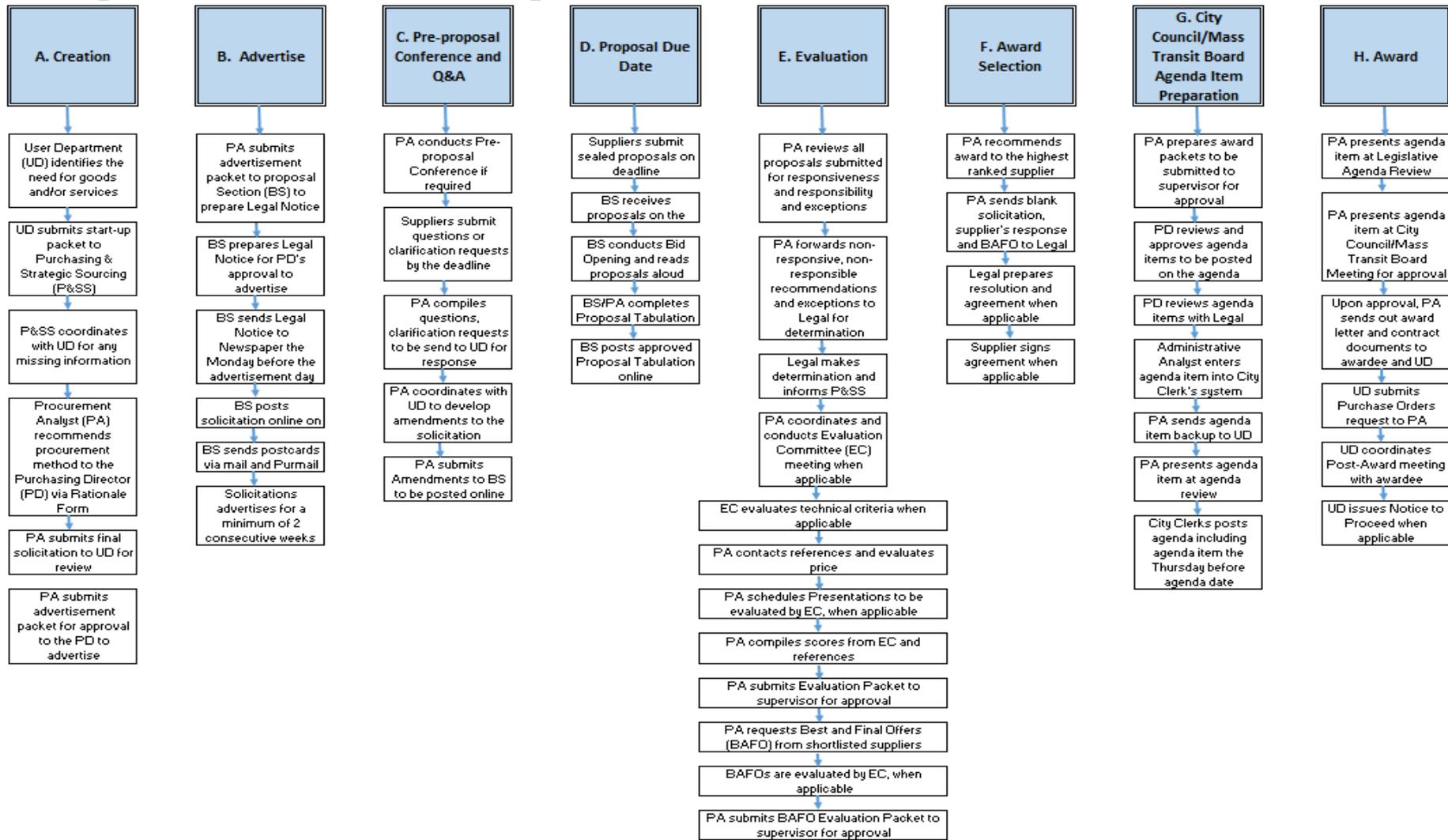
Request for Proposal

- The Request for Proposal procurement method is used for goods and services that are more complex purchases and might require negotiating pricing, scope or work and/or term and conditions. The following are samples of the goods and services:
 - ❖ Out Sourced Functions
 - Call Center
 - ❖ Custom Built Vehicles
 - Book Mobile – Public Library
 - ❖ Medical Benefits – Aetna
 - ❖ Management Systems
 - Airport Lease Management
 - ERP Management System (PeopleSoft)

Request for Proposal

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Local Government Code, Chapter 252 Purchasing and Contracting Authority of Municipalities
 - ❖ Resolution dated August 28, 2012 Adopted Medical Benefits for Evaluation Criteria
 - ❖ Ordinance No. 016529 dated December 19, 2006 for Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ Title VI
 - ❖ 2 CFR 200

Request for Proposals – Workflow



Competitive Procurement Methods

- Construction

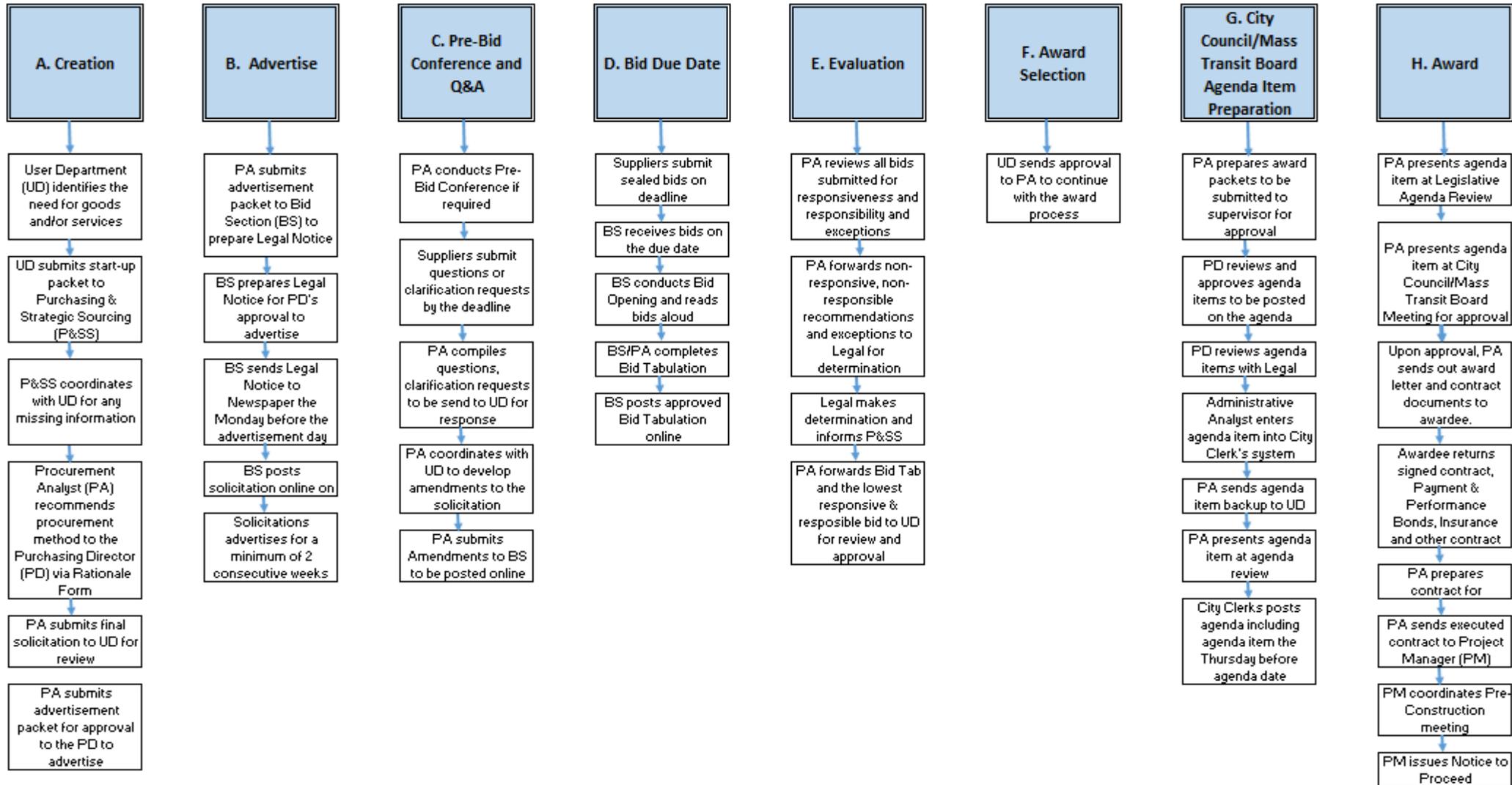
Low Bid

- The Low Bid procurement method seeks to award based on the lowest, responsive and responsible basis. This method is typically used for the following capital improvement projects:
 - ❖ Repair or renovation of roads and highways
 - ❖ Building and repair of curbs and sidewalk
 - ❖ Installation of playground equipment

Low Bid

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 271. Purchasing and Contracting Authority of Municipalities, Counties, and Certain Other Local Governments, Section 271.024. Competitive Procurement Procedure Applicable to Contract
 - ❖ Ordinance No. 016529 dated December 19, 2006 for Indebtedness
 - ❖ Resolution dated November 8, 2011 adopting the Hire El Paso First – Local Business Purchasing Preference
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018169 dated May 6, 2014 - Hire El Paso – Low Bids under \$100,000
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ Title VI
 - ❖ 2 CFR 200

Low Bid – Workflow



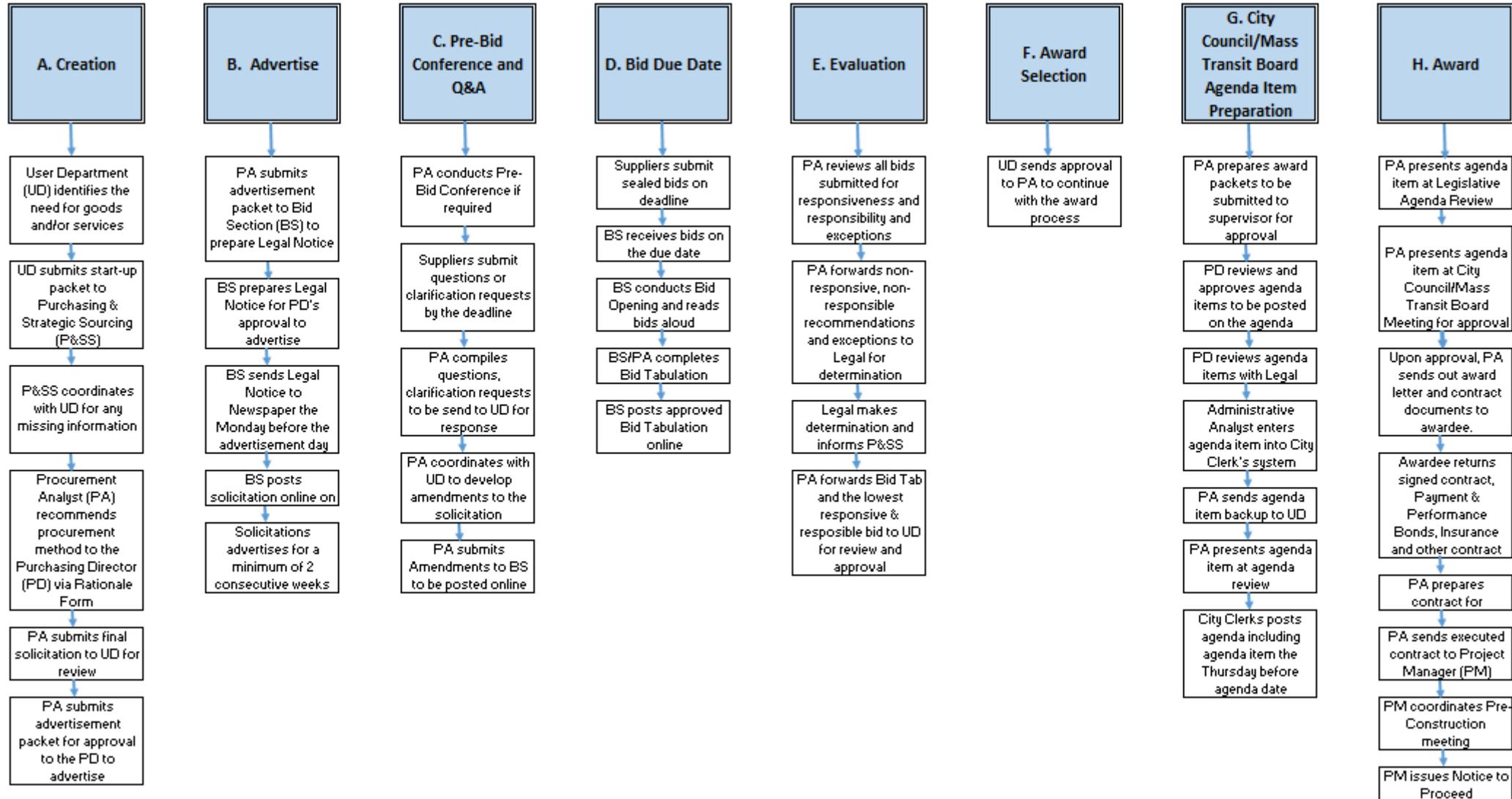
Competitive Sealed Proposal (CSP)

- The Competitive Sealed Proposal procurement has evaluation factors including cost and can typically be used for the following capital improvement projects:
 - ❖ New facilities
 - Fire Station #37
 - Sun Metro Maintenance Facility
 - ❖ Rehabilitation of Facilities
 - A.B. Fall Mansion
 - Argal Park at Las Palmas
 - ❖ Alteration or repair of facilities
 - 5 Points Terminal Renovation & Improvements
 - Irving Schwartz Branch Library Improvements

Competitive Sealed Proposal

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable to this procurement method?
 - ❖ Texas Government Code, Chapter 2269 Contracting and Delivery Procedures for Construction Projects. Subchapter D. Competitive Sealed Proposal Method
 - ❖ Resolution to revised policy approved by City Council on January 26, 2016.
 - ❖ Ordinance No. 016529 dated December 19, 2006 - Indebtedness
 - ❖ Resolution dated November 8, 2011 adopting the Hire El Paso First – Local Business Purchasing Preference
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018169 dated May 6, 2014 - Hire El Paso – Low Bids under \$100,000
 - ❖ Ordinance No. 018169 dated August 26, 2014 – Hire El Paso amended to include CSP, Design-Build, CMAR and P3
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ Title VI
 - ❖ 2 CFR 200

Competitive Sealed Proposal – Workflow



Design-Build

- The Design-Build procurement method is a qualification based procurement combining both design services and construction services into one contract and can typically be used for the following type of capital improvement projects:
 - ❖ Facilities (One Step process)
 - Eastside Sports Complex
 - ❖ Civil Works (Two-Step process)
 - El Paso Water Utilities Fleet Maintenance, Warehouse, Property Control and Meter
 - Repair/Shop Facilities including Site master Plan

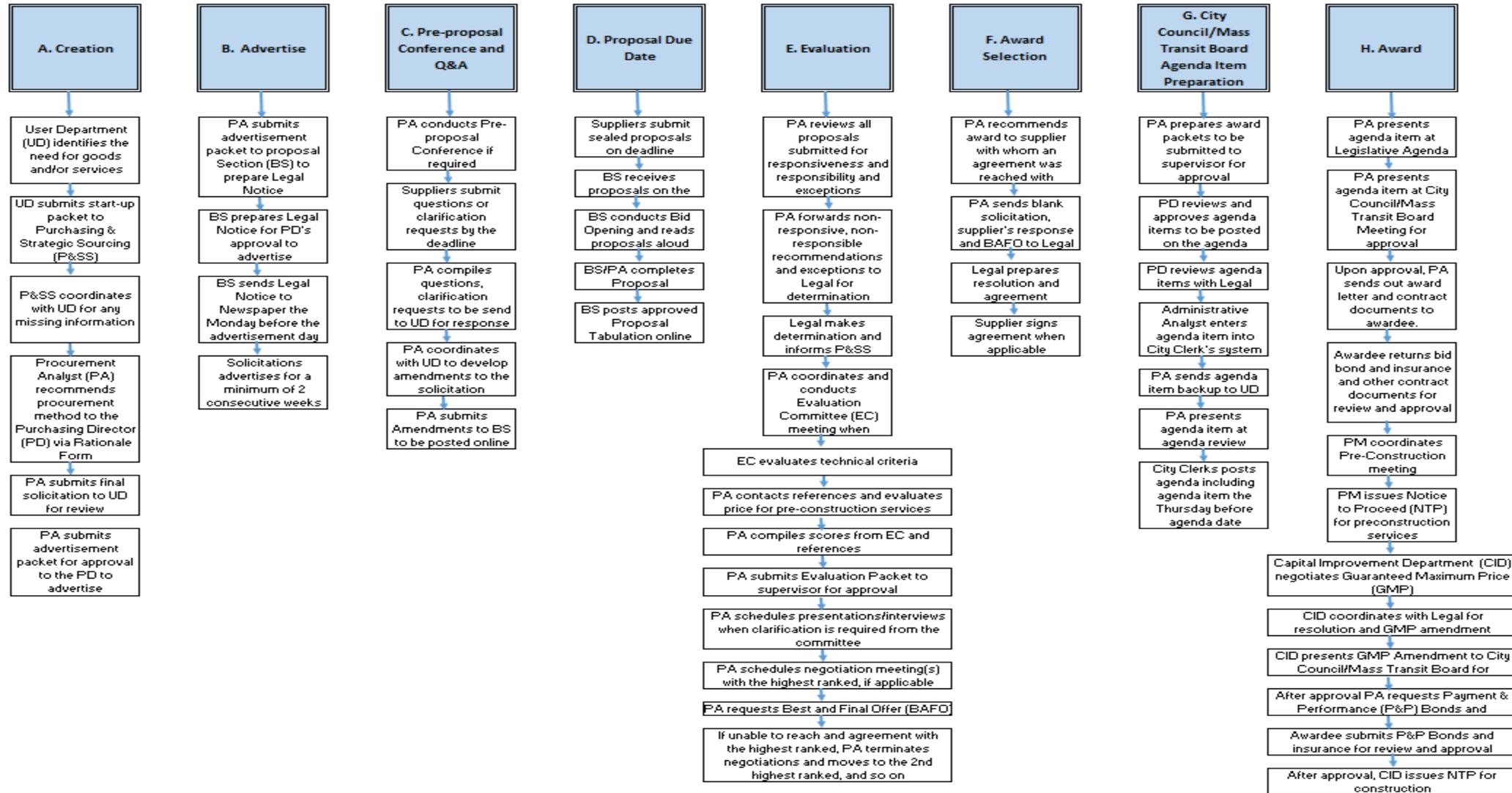
Design-Build

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 2269.301. Contracts for Facilities: Design-Build
 - ❖ City of El Paso, Resolution approved by City Council on July 17, 2012
 - ❖ Ordinance No. 016529 dated December 19, 2006 - Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018169 dated August 26, 2014 – Hire El Paso amended to include CSP, Design-Build, CMAR and P3
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 - ❖ Title VI
 - ❖ 2 CFR 200

Design-Build – 1 Step Process

- The Design-Build procurement method can typically be used for the following capital improvement projects:
 - Building or repairing facilities
 - Eastside Sports Complex
- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 2269.302. Applicability of Subchapter to Buildings
 - ❖ City of El Paso, Resolution approved by City Council on July 17, 2012
 - ❖ Ordinance No. 016529 dated December 19, 2006 - Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018169 dated August 26, 2014 – Hire El Paso amended to include CSP, Design-Build,
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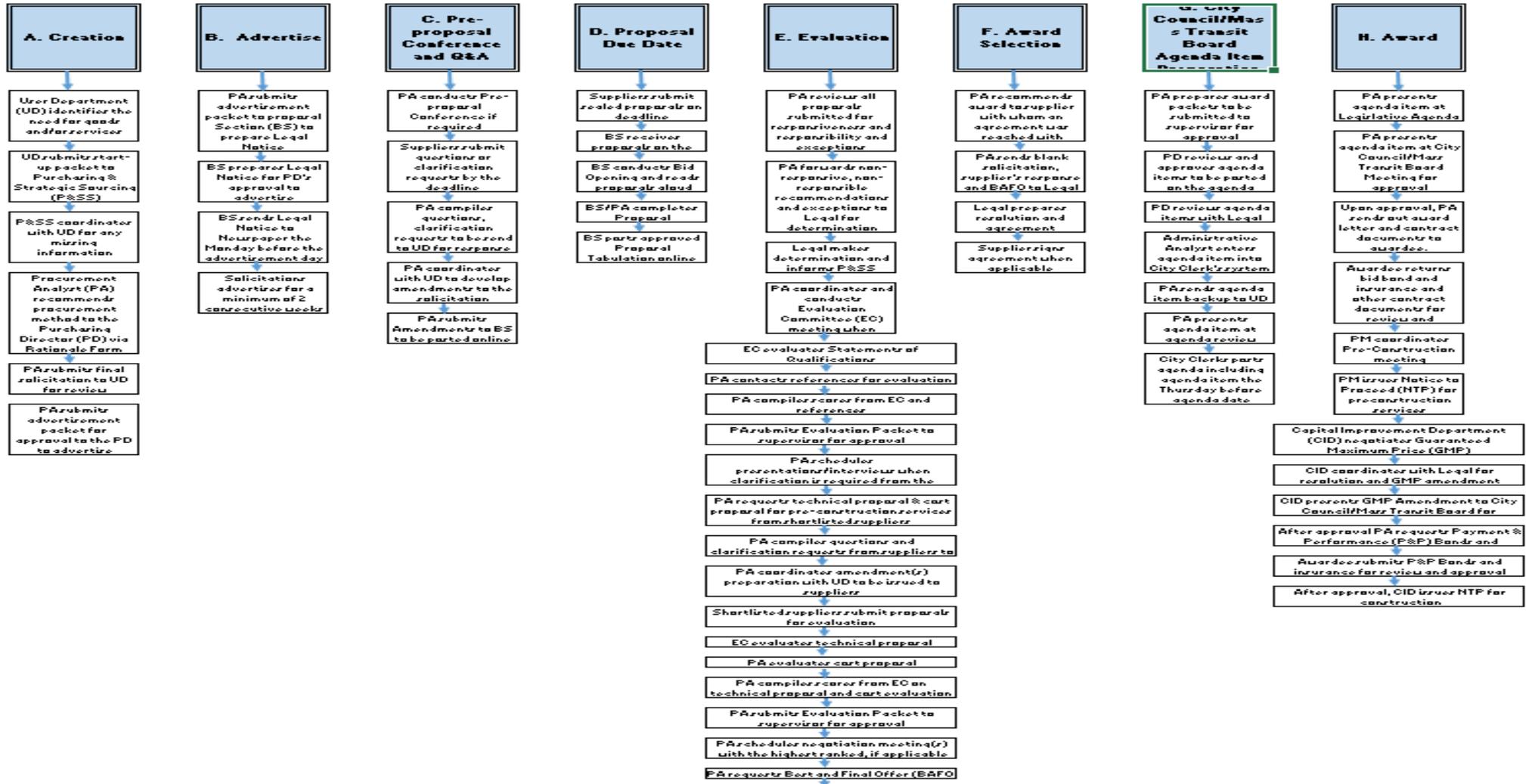
Design Build 1Step – Workflow



Design-Build – 2 Step Process

- The Design-Build procurement method can be used for the following capital improvement projects:
 - Projects or facilities related to civil engineering construction;
 - Buildings or structures that are incidental to projects or facilities that are described that are primarily civil engineering construction projects.
- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 2269.353. Contracts for Civil Works Projects: Design-Build
 - ❖ City of El Paso, Resolution approved by City Council on July 17, 2012
 - ❖ Ordinance No. 016529 dated December 19, 2006 - Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018169 dated August 26, 2014 – Hire El Paso amended to include CSP, Design-Build,
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Design Build 2 Step – Workflow



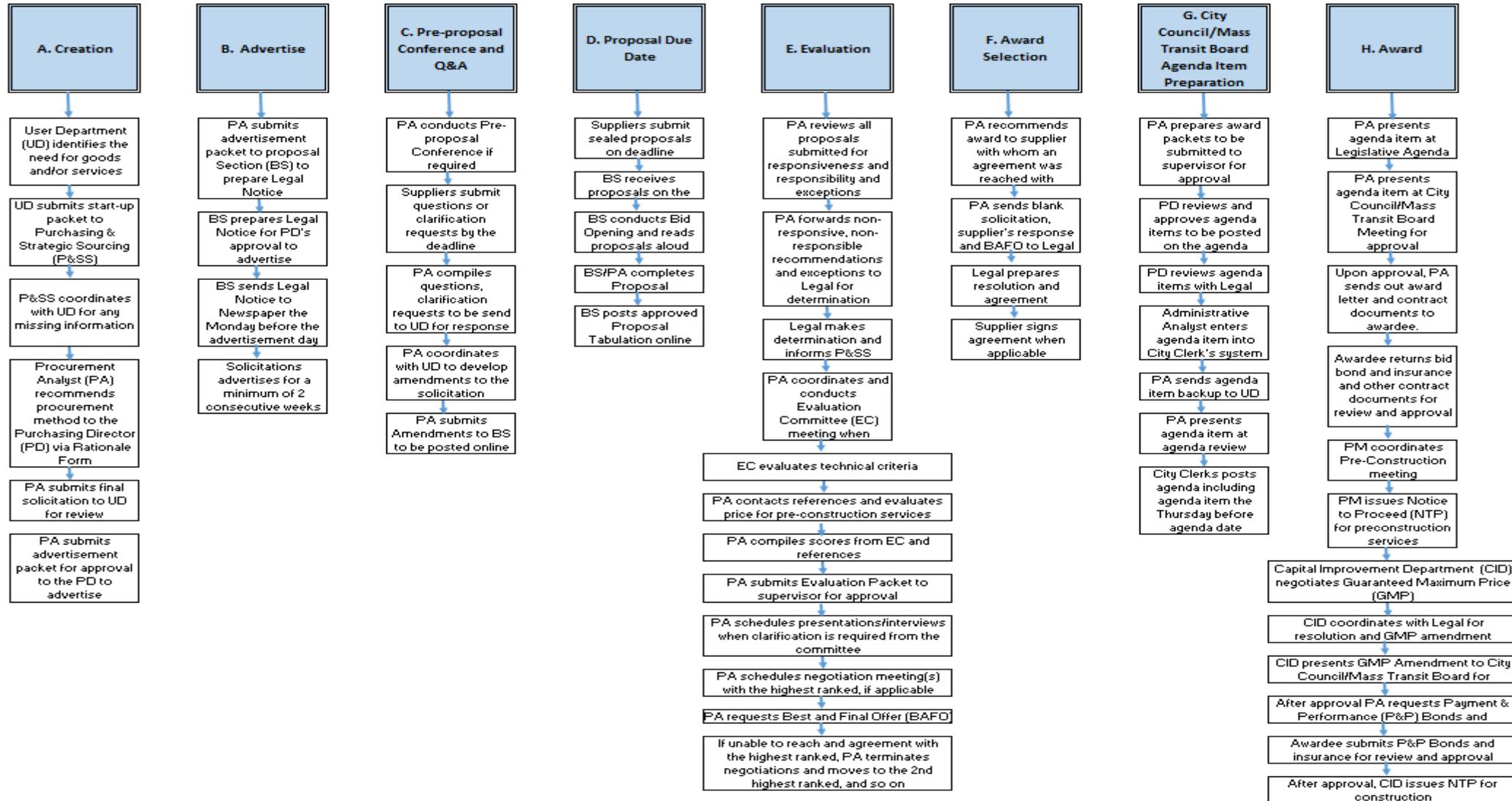
Construction Manager at Risk (CMAR)

- ❖ The Construction Manager at Risk procurement method seeks to select a “Turn Key” contractor to complete a project within a Guaranteed Maximum amount. The following are examples of typical projects in which this process was used:
 - El Paso Ballpark
 - 801 Texas Avenue renovation
 - 218 N. Campbell (Mulligan Building)

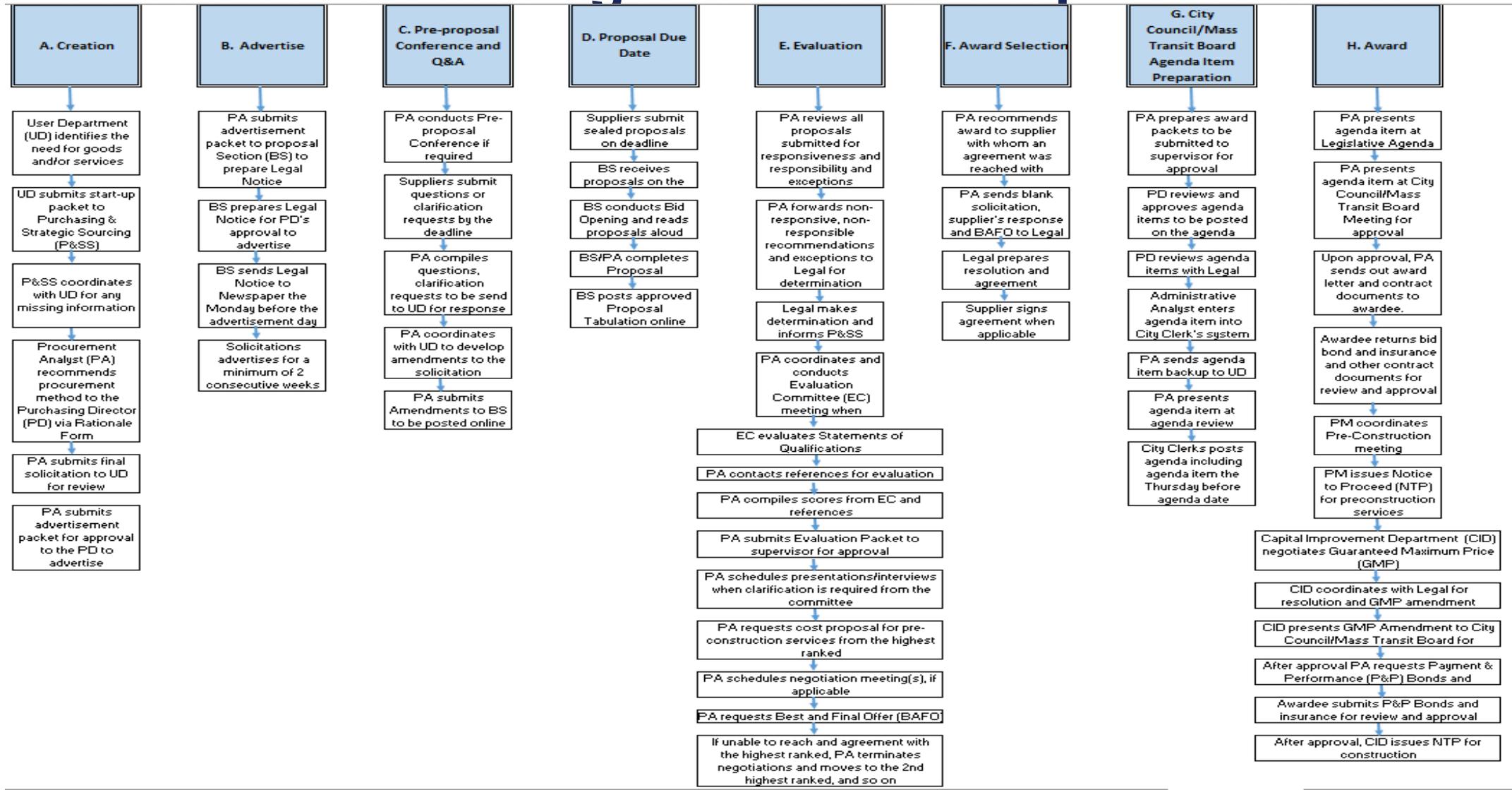
Construction Manager at Risk (CMAR)

- What policy, procedures, ordinance, resolutions, state and federal statutes are applicable for this procurement method?
 - ❖ Texas Government Code, Chapter 2269.253. Selection Process
 - ❖ City of El Paso, Resolution approved by City Council on September 18, 2012.
 - ❖ Ordinance No. 016529 dated December 19, 2006 - Indebtedness
 - ❖ Ordinance No. 016300 dated March 7, 2006 - Lobbying
 - ❖ Ordinance No. 018169 dated August 26, 2014 – Hire El Paso amended to include CSP, Design-Build, CMAR and P3
 - ❖ Ordinance No. 018370 dated June 16, 2015 – Wage Theft
 - ❖ Title VI
 - ❖ 2 CFR 200

Construction Manager at Risk 1 Step– Workflow



Construction Manager at Risk 2 Step– Workflow





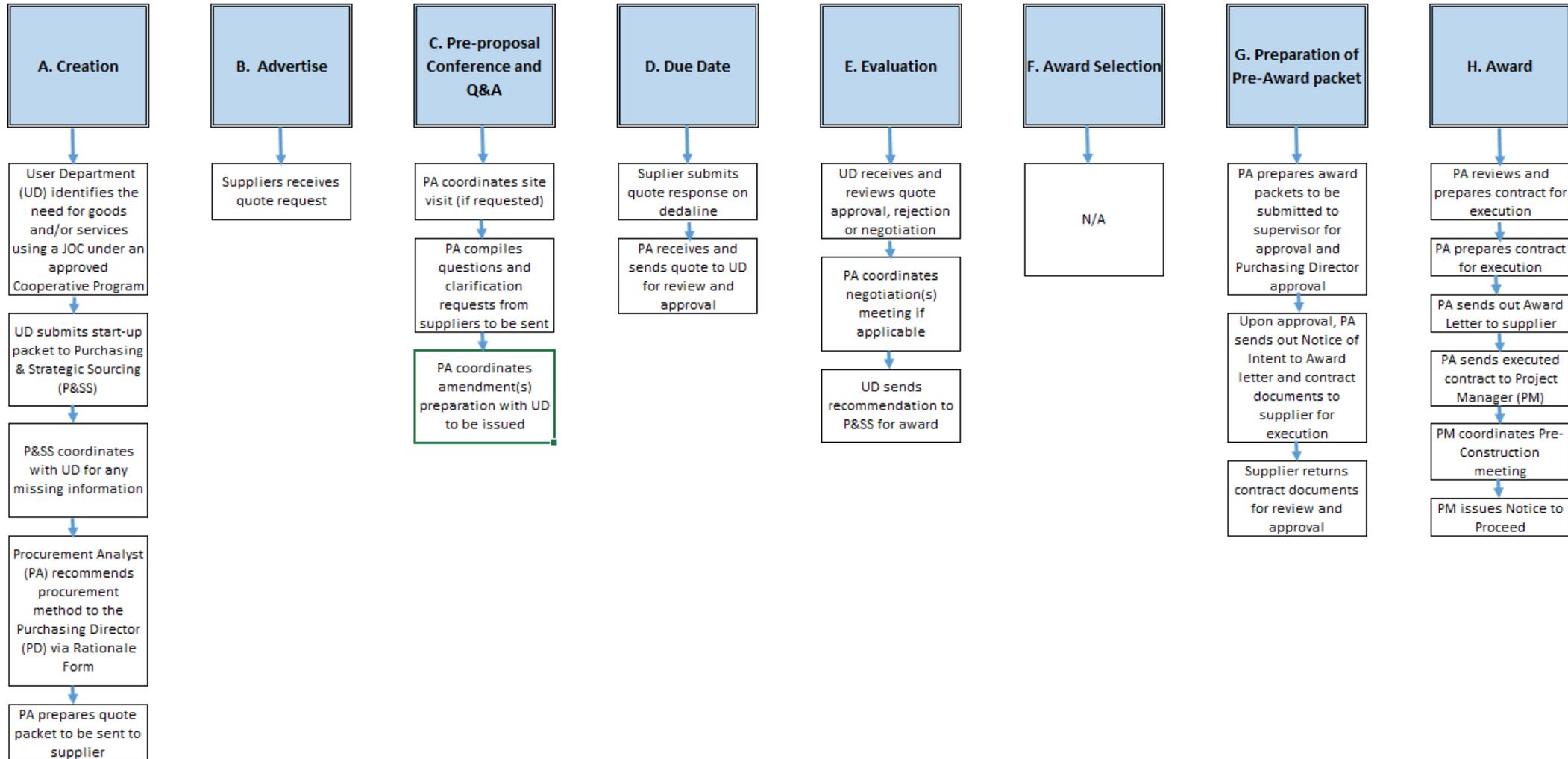
Cooperative Purchases

Job Order Contract (JOC) under a Cooperative Program

This method can be used for maintenance, repair, alteration, renovation, remediation, or minor construction of a facility when the work is of a recurring nature but the delivery times, type, and quantities of work required are indefinite.

- What federal, state, and local policies, procedures, ordinances, and resolutions are applicable for this procurement method?
- Texas Local Government Code, Chapter 2269
- Texas Local Government Code, Chapter 791 (Interlocal Cooperative Purchasing Program)
- Texas Local Government Code, Chapter 271 (Cooperative Purchasing Programs)
- City Council Approved FY2018 Budget Resolution, Item 15 – Regular Cooperative purchase – Removal of threshold
- City Council Approved FY2018 Budget Resolution Item 16 – EP MarketPlace
- Ordinance No. 016529 dated December 19, 2006 for Indebtedness
- Ordinance No. 018370 dated June 16, 2015 – Wage Theft
- Title VI
- 2 CFR 200

JOC under Cooperative – Workflow



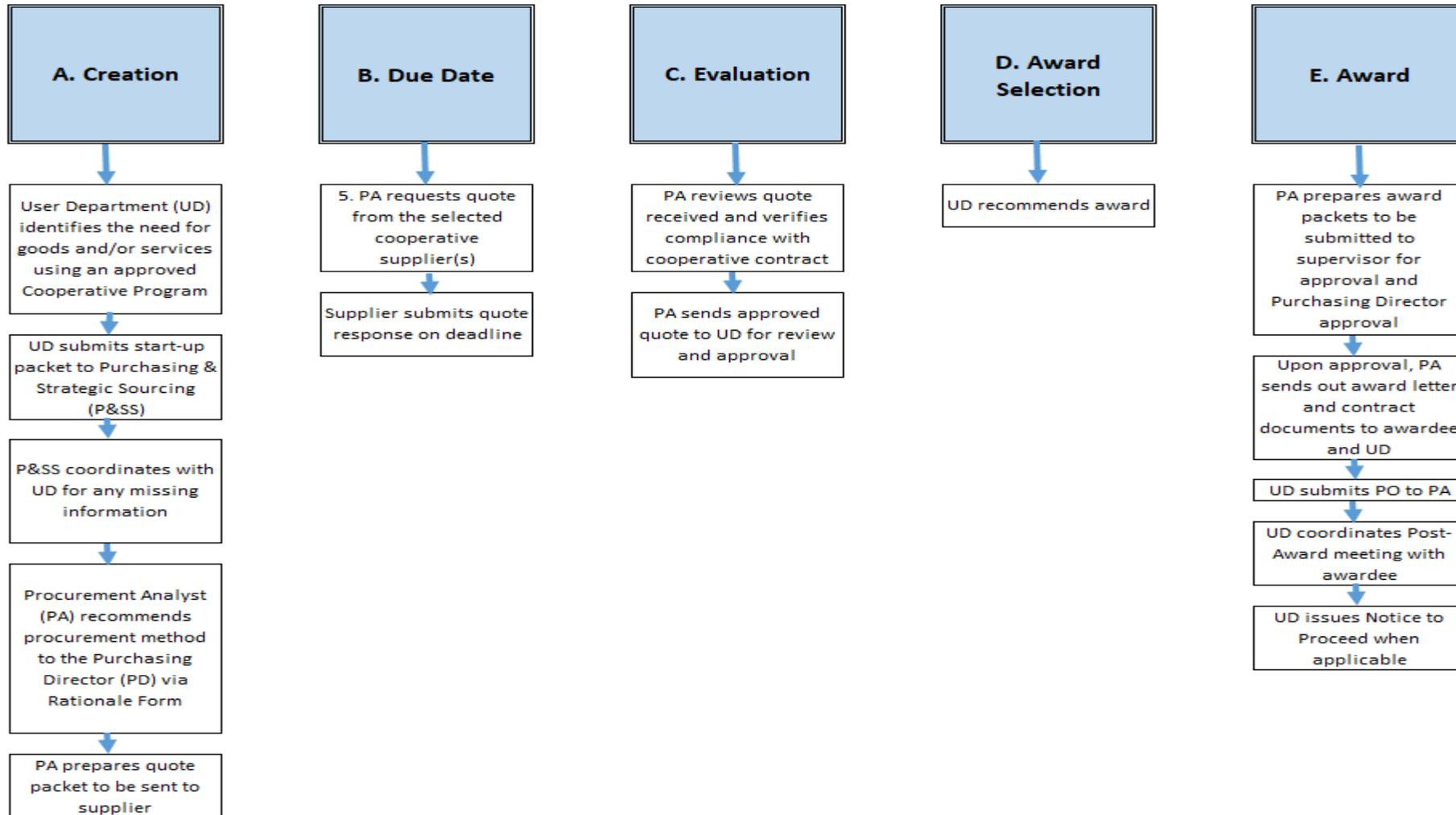
Cooperative Purchases

The following are examples of commodities and services purchased through Cooperative Purchasing Programs:

- Commodities
 - ✓ Offices Supplies
 - ✓ Automotive Parts
 - ✓ Vehicles

- Services
 - ✓ Printing Services
 - ✓ Website Development
 - ✓ Software License and Maintenance

Cooperative Purchase – Workflow



Additional Trainings

Internal

- Amended and Restated Procurement Policy Training
- Procurement Trainings (various)
- People Soft Training
 - eProcurement 1
 - eProcurement 2
- EP MarketPlace Training
- Procurement Requirements Information System Manager (PRISM) Training
- Contract Administration 101 to Contract Administration 104 Trainings
- Vendor Performance Management System Training
- Vendor Performance Report Training

External

- Hire El Paso First Trainings
- How to Do Business with the City (Top 10)
 - How to Do Business with the City of El Paso
 - References and Why They Matter
 - Past Performance and Why They Matter
 - Best Value Procurement Method
 - Responsive and Responsibility
 - Cooperative Purchasing
 - Vendor Performance Report
 - Key Aspects of Submitting a Winning Bid
 - Competitive Sealed Proposals
 - Vendor Performance Management System

Contact Information

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Questions





Mission

Deliver exceptional services to support a high quality of life and place for our community



Vision

Develop a vibrant regional economy, safe and beautiful neighborhoods and exceptional recreational, cultural and educational opportunities powered by a high performing government



Values

Integrity, Respect, Excellence, Accountability, People