



Legislation Details (With Text)

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Title: Chief Administrative Office, Procurement and Contracts Division, presenting the Board of Supervisors with the 2022 Achievement of Excellence in Procurement Award. (Cont. 9/20/2022, Item 28)

FUNDING: N/A

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - 2022 AEP Application Instructions, 2. B NPI Award letter

Date	Ver.	Action By	Action	Result
10/11/2022	2	Board of Supervisors	Received and Filed	
9/20/2022	1	Board of Supervisors	Continued	

Chief Administrative Office, Procurement and Contracts Division, presenting the Board of Supervisors with the 2022 Achievement of Excellence in Procurement Award. (Cont. 9/20/2022, Item 28)

FUNDING: N/A

DISCUSSION / BACKGROUND

Every year the National Procurement Institute, Inc. accepts applications for an Achievement of Excellence in Procurement award. For the first time, the Procurement and Contracts division submitted an application package for this prestigious award. The County was notified in August that the County of El Dorado was one of 171 agencies in the United States and Canada and one of 36 Counties to receive the award.

To receive the award, the applicant must obtain a total of 100 points based on multiple categories. The County had the option to be scored on a total of 28 different categories with 200 points available (attachment A). The County's application package included information related to 18 categories for a total possible score of 130 points. The County was awarded a final score of 120 points.

The 18 categories that the County submitted information on included the following:

1. Establishment of a "Procurement Ethics" policy - Awarded full points
3. Established a procurement staff "professional development" program - Awarded full points
- 4a. Completed a formal internal survey of procurement performance- Awarded full points
- 4b. Completed a formal external survey of procurement performance - Awarded full points
- 4d. Formal vendor training within the past year with scheduled and agendized workshop - Awarded full points
- 4e. Performance measures specific to the procurement function - Awarded full points
5. Centralized procurement authority based in law - Awarded full points

- 6. Procurement Organizational Structure - Awarded full points
- 7a. Utilization of eProcurement and automated technology to improve efficiencies (electronic sourcing) - Awarded full points
- 7b. Utilization of eProcurement and automated technology to improve efficiencies (internal Procurement Automation) - Awarded full points
- 9. Use of requirements contracts (annual or term also known as blanket orders) for at least 30% of total dollar commodity and services purchases - Awarded full points
- 11a. A Bachelor's degree or higher from an accredited university or college earned by the Chief Procurement Official - Awarded full points
- 11b. A Bachelor's degree or higher from an accredited university or college earned by at least 75% of the professional staff - Awarded full points
- 12. Professional staff member with a leadership position in a professional procurement association - Awarded full points
- 14. Adoption of statute, ordinance or policy that allows for Best Value procurements for your agency - No points awarded*
- 15a. Formal sustainable procurement policy or program - Awarded full points
- 16. Cooperative procurement strategy - Awarded full points
- 18. Continued pursuit of excellence - Awarded full points

* The 10 points that were not awarded related to category 14, was related to an oversight by staff to include a final evaluation scoring summary. The County does have this documentation and this will be included with next years application which should result in a full point award in this category.

The Procurement and Contracts division is fully committed to continuous quality improvement (CQI) and the process of putting together this extensive application package was an excellent learning experience to review best practices and identify areas of improvement. This award is an annual award and the Division does plan to submit an application every year with the goal of increasing our total points as part of our CQI and performance measurement program.

ALTERNATIVES

N/A

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

N/A

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance - Achieving the best possible process for making and implementing decisions in accordance with the County's core values, legal requirements and industry best practice.

- Implement systems that improve system-wide processes, data sharing and department collaboration
- Approach large complex and/or system wide matters as one organization
- Incorporate best practices to provide context to decisions, using data to inform discussions while promoting efforts to creatively address service delivery

CONTACT

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