

The Best Lead the Rest



City of Atlanta Department of Procurement

Legislative and Policy Changes (Procurement Reform Round II)

May 22, 2019

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Mission

Promote fair and open competition, procure high quality products and services in a timely manner, meet the needs of our customers while maintaining public trust

Vision




Achieve the highest standard of professional, public procurement through integrity, trust and ethical practices



Transforming Procurement is Fundamental to Achieving One Atlanta



Eight Key Steps to Transforming DOP

-  **Creating a Climate for Change**
 1. Establish a Sense of Urgency
 2. Build a Guiding Coalition
 3. Create a Vision for Change
-  **Engaging and Enabling the Organization**
 4. Communicate the Vision
 5. Empower Others to Act on the Vision (Remove Obstacles)
 6. Create Short-term Wins
-  **Implementing and Sustaining the Change**
 7. Consolidate Improvements
 8. Institutionalize & Anchor the Changes



What have we “Completed” in DOP

Restructuring Acquisition and Procurement processes to support Vision of One Atlanta

World Class Infrastructure, Services and Process Improvement

- Implemented the e-Procurement System
- Employed an “electronic” contract routing and signature method
- Executed a “Synopsis” of City requirements Policy in Procurement
- Partnered with DWM to map the Acquisition process and develop Cycle times
- Created a Department Procurement Management Review (PMR) tool
- Aligned with Innovation office developing a Quality Assurance processes
- Developed a Procurement department podcast
- Composed Department of Procurement Policy Book
- Refreshed department metrics, ability to determine bottlenecks and implement process improvements
- Established Community Outreach team; improve interaction with vendor community
- Dedicated position supporting Open Records Requests (with direct phone access)



What have we “Completed” in DOP

Refreshing the City Code to enhance Procurement Transparency and Fiscal Responsibility

Revising City Code to support Procurement practices (round two)...

- Minor Irregularities in Bids and Proposals
- Market Research requirements
- Local Preference Program
- Special Procurement in Small Purchases
- Micro-Purchase threshold under Small Purchases



Procurement Transformation: What We Have In Work

One Atlanta

- Review of City Code: Continuing to improve the Code to facilitate Procurement Transformation and Best Practice implementation
- Human Trafficking: Explore development of language for inclusion in contracts
- Implement Citywide Supplier Relationship and Management Program
- New Positions/Roles
 - Create DOP Contract Inspection
 - Create DOP Training Specialist
- Reduce number of re-solicitations & non-responsive bids: Minor Irregularity in Bids and Proposals
- Restructure the Department of Procurement and Reclassify Positions
- Create Customer Procurement Guide
- Revise and update Department Standard Operating Procedures (SOPs)
- Developed Procurement Contract Inspection Program
- Expand Local Preference Program to include RFPs
- Developing Performance Based Work Statements for Services
- Explore challenge with bonding requirements for vendors



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Questions