



KANSAS CITY MISSOURI

Procurement SERVICES

Division Overview

General Services Department
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City Hall
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Agenda

Procurement Centralization

Procurement Organization Chart

Contract Thresholds

Procurement SERVICES

Division Overview

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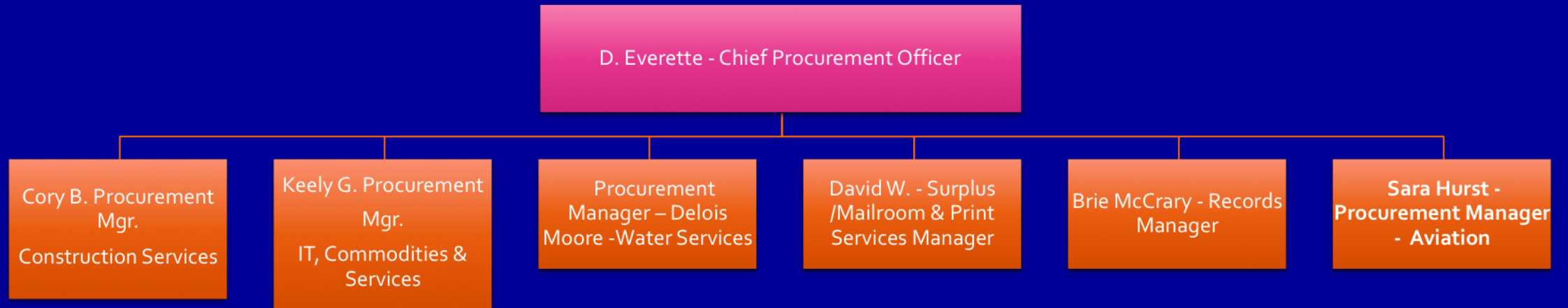
Cory Burress – Procurement Manager - Construction

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Centralized Procurement Organization Chart



General
Services
Department

Procurement Services

Council Approval Thresholds

- \$400K or greater for professional Services
- \$1M or greater for Construction and Goods
- \$50K for professional services sole source waivers (by City Manager)
- Design-Build estimate to exceed \$6M, CM may designate a committee member
- Contract that exceeds six (6) years in length

Procurement Thresholds

- Contracts/Service needs estimated to be less than \$5K, perfect for P-Card
- Contracts/service needs estimated to be between \$5,000.01 and \$160K can have three bids (assuming an existing contract is not available for the requested need)
- \$160K is the formal solicitation threshold

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Vendor Eligibility

- The City has a fair and open solicitation process for all service providers.
- You do not have to be registered with the City (Peoplesoft setup/Vendor #) to participate in a solicitation.
- Registering to the platforms that are used (Bonfire, KCMO Planroom) will allow for more details and ability to submit (Bonfire)
- All City solicitation are posted on the City's website.

Procurement Services

Recent Changes

- Procurement Approves M/WBE Goals based on the Annual Goal Manual (AGM).
 - *There are unique circumstances where Goal request still goes to CREO-KC for goal setting.
 - * All request must come through E-Builder.
 - *The CUP/LOI (RFMs, Closeout etc.) approvals and all other steps are still owned by CREO-KC
- Looking to reduce the number of duplicate contract document request that are not Project-Specific.
 - Revenue Clearance, E-verify/MOU, Health & Safety Plan, Secretary of State. Procurement would store and be responsible for making sure its available upon request (E-Builder or RSCM)
 - ** Certificate of Insurance** - Can a Master Insurance Certificate be used for all projects awarded versus asking for COI on a bid. The City's Risk Manager is reviewing and providing the potential exposure to the City. The CM may make the ultimate decision.

Procurement Services

Tools

- Bonfire
 - Originally used for Request for Proposals (RFPs) for non-construction environment.
 - With a move to be more paperless, we've piloted Bonfire for Design RFQ/P solicitations.
 - Led by a Procurement staff member with a selection committee drafted to review.
 - Internet-based.
 - All communication reside in the platform during the solicitation.
- KCMO Plan Room – Construction Projects
- City Wide Contract Portal
 - Platform to make ALL executed contracts available to internal and external stakeholders.
 - Procurement is assigned to ensure its updated because essentially all contracts would touch us.
- E-Builder
- RSCM – Paperless Contract Management Tool

Q & A!

THANK YOU!