



GDOT Procurement Division
RE-ORGANIZATION UPDATE /
READINESS
January 15, 2009

- Reorganization Progress Report
 - GDOT staff!
 - New Structure
 - Providing Solutions with Re-Organization

- Discussion on Readiness for Economic Stimulus Package

GDOT Procurement

Where it has been done

MAJOR AREAS

- **Office of General Support**
- **Office of Consultant Design**
- **Office of Contract Administration**

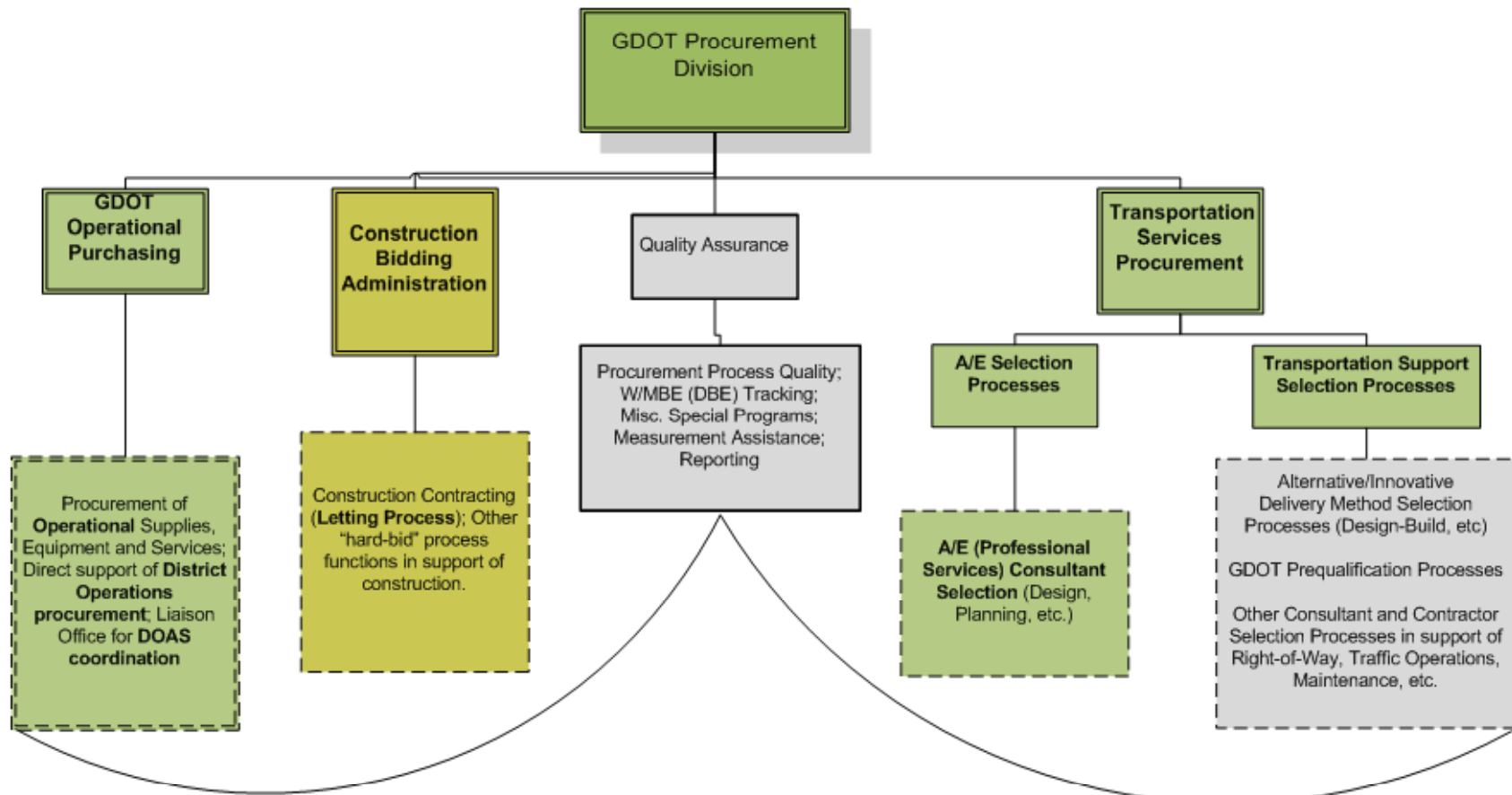
SOME OTHER AREAS

- District Offices
- Office of Right-of-Way
- Office of Environ/Location
- Office of Equipment Mgt
- Office of Mater. & Research.
- Office of Maintenance
- Office of Traffic Operations
- Office of Transport. Data
- Div. of Information Tech.

Procurement Consolidation

- ❖ **Operational Purchasing Office-** formed using 14 staff positions from *General Support* and 6 from other Offices (IT, OEL, OTD, OEM, Maintenance).
- ❖ **Construction Bidding Administration Office-** formed using 17 staff positions from *Contracts Administration*
- ❖ **Transportation Svcs Procurement Office-** formed using 14 staff members from *Consultant Design* (procurement side) and 7 from sections such as Pre-qualification and Right-of-Way

GDOT PROCUREMENT NEW FUNCTIONAL STRUCTURE



Providing Solutions

- **Problem: Award and execution of contracts has become a lengthy, exhaustive process in many areas.**
 - **Consultant Selection Improvements**
 - Revision of solicitation documents (RFQs, RFPs)
 - Overall reduction of time required for selection
 - Increased stakeholder engagement / involvement
 - **Contract Routing and Execution Process**
 - Implementation of “universal” contract routing procedure
 - Ownership (Customer AND Procurement)
 - Implementation of Requisition requirement
 - Use of Purchase Orders in lieu of small contracts
 - **Measurement**
 - Constant measurement of “Requisition to Execution”

Back to Basics- Procurement IS Production



1) Procurement Receives Approved **REQUISITION**

2) Advertises/Solicits Bids or Proposals

3) Facilitates Selection Process

4) Facilitates Negotiation Process

5) Facilitates contract **EXECUTION**

Providing Solutions

- **Problem: Procurement policies and procedures vary widely and have become complex and paper-heavy.**
 - **Implement Procurement Manual By April 1, 2009**
 - Tool for ALL GDOT Offices/Divisions to obtain needed items and services
 - Consolidates and simplifies many processes
 - Provides procedural integrity for GDOT
 - **Measurement**
 - Customer Effort – get feedback on “relief”

Providing Solutions

- **Problem: *Key transportation officials are often entangled in procurement issues.***
 - **Re-energize Customer Service**
 - Recognize ALL internal/external customers needs
 - Communicate and take the burden:
“Put your problem into our requisition”
 - Finish and Follow up!

 - **Measurement**
 - Get Feedback from the Customer

READINESS FOR STIMULUS PACKAGE (Or OTHER Increase in “Volume”)

- **Regular Stimulus Meetings**
- **Letting Process**
 - **Actively look for ways to reduce rigidity of the process**
 - **Work with Engineering on determining early project “Readiness”**
 - **Increase Frequency of Lettings/Ads**
 - **Work with Legal Division on *possibilities***
 - **Provide Contract Routing Assistance**
- **Other planned activities**
 - **Consultant Procurement in support of Stimulus-**
 - **Recognize needs early- Attack the schedule**
 - **Communicate!**

QUESTIONS?

