



## **Rise to Excellence: AEP Award Tips, Tricks and Winning Strategies**

Carrie Mathes, FNIGP, CFCM, NIGP-CPP, CPPO, C.P.M., CPPB, APP, FCCM

# Learning Objectives

- *Understand the AEP award criteria and submittal process*
- *Discover tips and tricks for crafting a successful application*
- *Explore best practices to align your organization with award standards*
- *Gain insights on professional development and continuous improvement strategies*



# Sponsor Organizations



## Benefits

- Demonstration of meeting (or exceeding) a national standard for procurement excellence
- Continuous Improvement
- Enhanced Stakeholder Confidence
- Team Morale and Pride
- Competitive Advantage



# Pursuing Excellence



## Pro Tip

- Membership has its benefits!
- Discount on award application fee
- Access to prior year model submittals
- Discount on annual conference registration





## 2026 Achievement of Excellence in Procurement® Award Application

**Application Deadline: Friday, May 15, 2026 by 5:00pm CST**

### Part I: Application Instructions

ONLY ONLINE APPLICATIONS ARE ACCEPTED. APPLICATIONS MUST BE ENTERED THROUGH THE AEP APPLICATION PORTAL ON OR AFTER JANUARY 1 AND NO LATER THAN 5:00PM CST ON MAY 15, 2026. THE INFORMATION CONTAINED IN THIS APPLICATION IS INTENDED TO SUPPLEMENT THE ONLINE APPLICATION PROCESS. IF THERE ARE ANY DISCREPANCIES BETWEEN THIS DOCUMENT AND THE ONLINE APPLICATION, THE ONLINE APPLICATION WILL PREVAIL.

The Achievement of Excellence in Procurement® Evaluation Team is responsible for the evaluation of the applications. The applicant will be advised of the results by mid-August 2026 and will be provided access to the official scorecard. Please share the scorecard with your procurement team to identify areas for improvement in future applications. The decision of the Achievement of Excellence in Procurement® Officer is final. By applying, you are giving permission for NPI to use the submitted documents to promote the program and the public procurement profession.

Additional information about the AEP program is available at [www.npi-aep.org](http://www.npi-aep.org). Questions concerning the Achievement of Excellence in Procurement® Program should be addressed to:

Carrie Mathes, MPA, FNIGP, CFCM, NIGP-CP, CPPO, C.P.M., CPPB, APP, FCCM, Achievement of Excellence in Procurement Officer, at [aep@npiconnection.org](mailto:aep@npiconnection.org).

# Review the 2026 Award Application

<https://www.npi-aep.org/>

- Application Instructions
- Submittal Instructions
- Award Criteria



## 2026 AEP Application Summary of Changes

There are multiple changes to the 2026 AEP Application please review carefully and read the application requirements in their entirety.

Application deadline is Friday, May 15, 2026 by 5:00pm CST.

Multiple criteria have date requirements. Please verify as dates are updated annually. Multiple criteria have changes that serve to clarify and further define the submittal requirements. Changes are identified in *italics* and are summarized herein.

### Criteria Updates

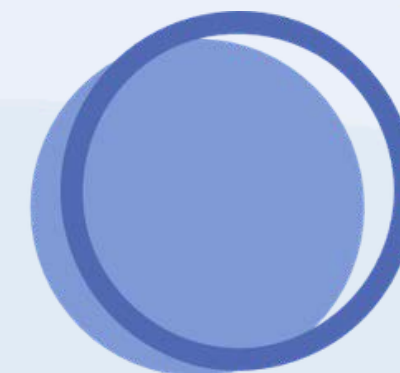
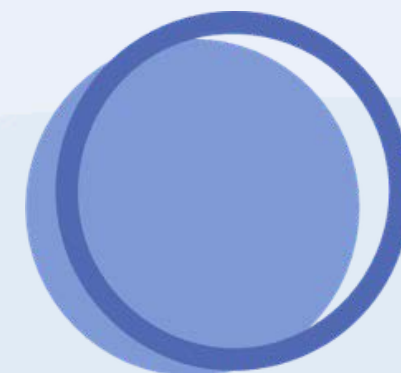
1. General Instruction: Clarified how documentation should be supported by effective dates or proof of adoption. Clarified that screen shot(s) should be dated to for validation purposes.
2. Criteria No. 3: Clarified the full period of time for training received. Clarified how documentation should clearly delineate professional staff who were hired or left employment during the prescribed timeframes within the criteria.
3. Criteria No. 4a: Removed reference to transactional based survey. Clarified that a link in an email signature does not satisfy the criteria.
4. Criteria No. 6: Added instruction to highlight positions of Accounting or Budget Director.
5. Criteria No. 7b: Added instruction to include link to webpage.
6. Criteria No. 7c: Added instruction to include link to webpage. Clarified demonstration supports the active use of the system. Regarding screenshot of evaluation page, clarified timeframe of solicitation posting.
7. Criteria No. 9: Clarified total procurement spend must include all contract spend and non-contract spend.
8. Criteria No. 10a: Clarified that only the specific certifications listed satisfy the criteria.
9. Criteria No. 10b: Clarified that only the specific certifications listed satisfy the criteria.
10. Criteria 12: Clarified that service as an AEP Evaluator for the prior year's application evaluation cycle satisfies the criteria. Clarified what documents will successfully demonstrate service as an AEP Evaluator.
11. Criteria No. 14: Clarified submittal should not include the entire solicitation, identified specific pages to submit for solicitation documents and evaluation matrix or scoring summary.
12. Criteria No. 15: Removed reference to "moving towards implementing" a program.

Submit any questions regarding any changes to:

Carrie Mathes, MPA, FNIGP, CFCM, NIGP-CPP, CPPO, C.P.M., CPPB, APP, FCCM  
AEP Officer at [aep@npiconnection.org](mailto:aep@npiconnection.org).

# Review the Summary of Changes

- Summary of annual changes
- Provides clarification of criteria changes



## SELF-SCORING WORKSHEET

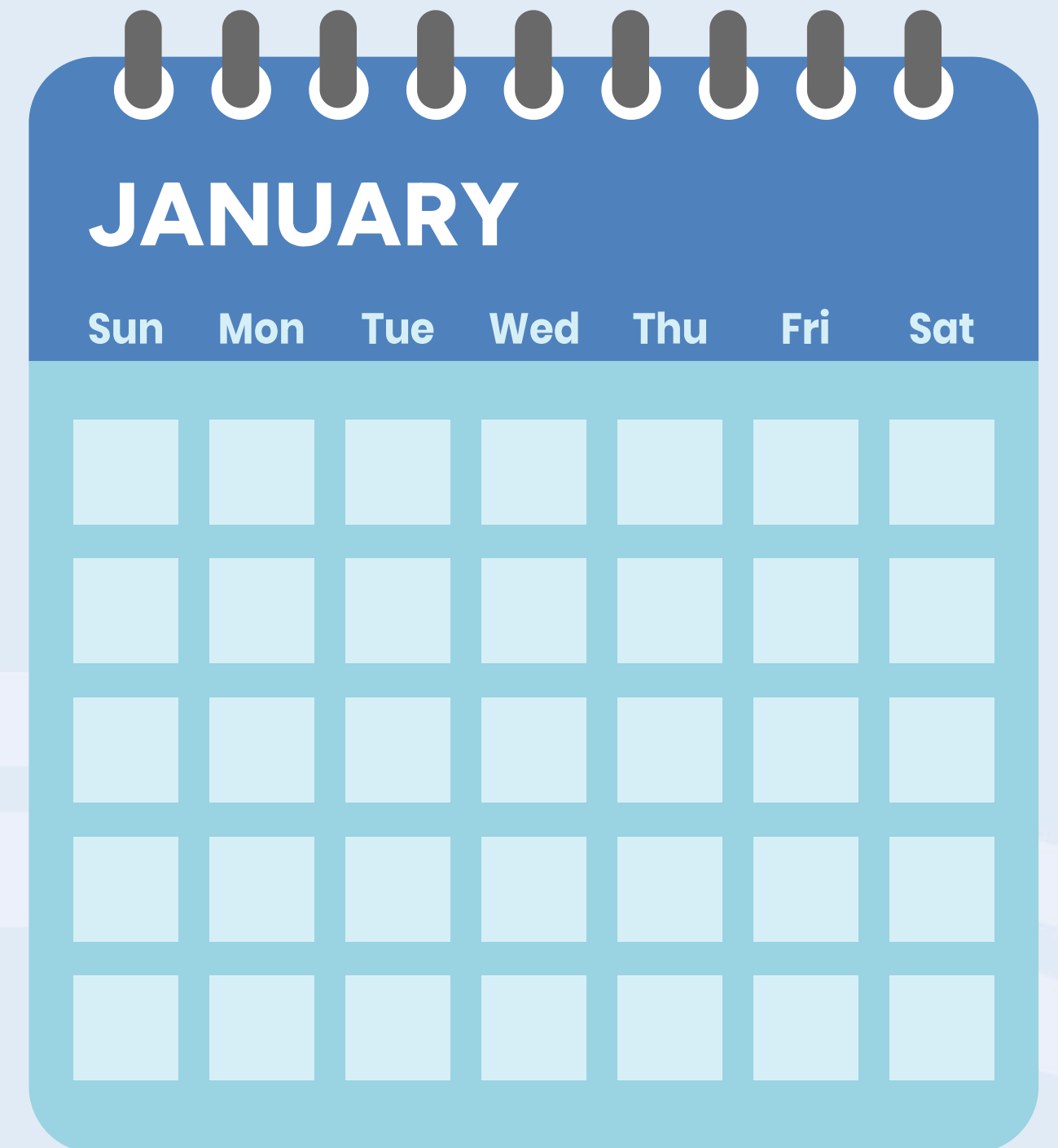
Part III – Criteria	POINTS	SELF-SCORE
1. Procurement Ethics Standards	5	
2. Electronic Procurement Manual	5	
3. Professional Development Program	10	
4a. Internal Department Customer Service Survey	5	
4b. External Vendor Customer Service Survey	5	
4c. Internal Customer Department Training	5	
4d. Formal Vendor Training	5	
4e. Performance Measures	10	
5. Centralized Procurement Authority	10	
6. Organizational Structure	5	
7a. Internal Procurement Automation	10	
7b. Electronic Sourcing	10	
7c. Electronic Evaluations and Automated Scorecard	10	
8a. P-Card System / Electronic P-Card Manual	5	
8b. Comprehensive P-Card Program Audit or Certification	5	
9. Use of Term/Requirements Contracts	5	
10a. Certification/Chief Procurement Official	10	
10b. Certification/Professional Staff	10	
11a. Education/Chief Procurement Official	5	
11b. Education/Professional Staff	5	
12. Association Leadership Position	10	
13. Presenter/Panel Member/Author	10	
14. Adoption of Best Value Procurement Method	10	
15a. Sustainable Procurement Policy/Program	5	
15b. Sustainable Procurement Best Practices	5	
16. Cooperative Procurement Strategy	5	
17. Contract Award Authority	5	
18. Continued Pursuit of Excellence	10	
<b>TOTAL POINTS</b>	<b>200</b>	

# Complete the Self-Scoring Worksheet

- Total eligible points: **200**
- Points required to obtain the award: **100**

# KEY DATES

- Application released December 1, 2025
- Award portal opened January 1, 2026
- Applications due by *May 15, 2026 at 5:00pm CST*
- Results released by *Mid-August*



## PRO TIP

- Don't delay....start today!
- Make it a team project
- Request a mentor: [aep@npiconnection.org](mailto:aep@npiconnection.org)



## PRO TIP

- Access the Educational Series
- <https://www.npi-aep.org/educational-series>





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### Achievement of Excellence in Procurement® (AEP) 2026 Educational Series

No charge for any of the sessions!  
Format: 30–60-minute Zoom meetings

Join the Achievement of Excellence in Procurement® evaluation team for a series of "AEP Educational Sessions".

These sessions will be interactive and allow participants to ask questions of the panel.

Questions? Email [aep@npiconnection.org](mailto:aep@npiconnection.org)

Looking for past years' educational sessions/additional resources?

Check out the [NPI YouTube](#) channel!

#### January 15 – AEP Award Platform Tutorial 3:00 EST

Session Objective: Demonstration of navigating the Achievement of Excellence in Procurement® Award application platform and introduction to resources to support the preparation and submittal process.

[View the recording here](#)

Passcode: +@Jse4h\*

#### February 26 – Rise to Excellence: AEP Award Tips, Tricks and Winning Strategies 3:00 EST

Session Objective: Learn from a seasoned expert who has guided their organization to award-winning results, including insights on organizing a compelling submission, highlighting your team's strengths, and leveraging professional development initiatives. Whether you're a first-time applicant or striving to maintain your streak, this session offers practical advice to help you navigate challenges, showcase your achievements, and position your agency for recognition.

[Register here](#)

# LEARN

#### March 17 – Cooperative Procurement Strategy (Criteria 16) 3:00 EST

Session Objective: Cooperative procurement programs are designed to provide value to entities in ways such as reduced administrative costs, accelerated service delivery, advantageous pricing or opportunities for increased standardization. Having a proper cooperative procurement strategy in place can ensure procurement professionals properly analyze the available contracting tools including many differing types of cooperatives.

Tammy Rimes - NCPP

[Register here](#)

#### April 16 – Showcasing Staff Development: Documentation Strategy to Successfully Demonstrate AEP (Criteria 3) 3:00 EST

Session Objective: Learn from an AEP Award winning agency recognized as a Model Submittal for Criteria. They will share practical guidance on how to successfully document and demonstrate compliance with AEP Criteria 3: Established Procurement Staff Professional Development Program. Attendees will explore effective strategies for capturing outcomes, organizing supporting materials, and showcasing measurable achievements that strengthen an AEP submission.

Pam Wilsky – County of Volusia

[Register here](#)

#### May 7th – 3:00pm EST – Final Wrap-Up and Questions 3:00 EST

Session Objectives: Join us for the Final Wrap-Up and Questions webinar, your last opportunity to ensure your AEP submission is ready for submission. This interactive session will provide final insights into the submission process, answer your last-minute questions, and review key upcoming dates and events, so you can stay ahead and continue your journey toward procurement excellence. Don't miss this chance to get the clarity and support you need before the deadline!

[Register here](#)



# Application Preparation



# Feedback



✓ Welcome Carrie Mathes

### Orange County Government

Application #  
4141

Round: Application Form

#### Score Summary

Evaluate	Score	Weighted Score
Evaluate 1	150	150
Evaluate 2	150	150
AVERAGE	150	150

#### Criteria 1 Evaluation

Evaluate	Score	Weighted Score
Evaluate 1	Criteria met (5 points) (5)	5
Evaluate 2	Criteria met (5 points) (5)	5
AVERAGE	5	5

Criteria 1: Comment for Applicants



#### Evaluate 2

#### Criteria 8a Evaluation

Evaluate	Score	Weighted Score
Evaluate 1	Criteria met (5 points) (5)	5
Evaluate 2	Criteria met (5 points) (5)	5
AVERAGE	5	5

#### Criteria 8a: Comment for Applicants

Evaluate	Score
Evaluate 1	
Evaluate 2	

#### Criteria 8b Evaluation

Evaluate	Score
Evaluate 1	Criteria not met
Evaluate 2	Criteria not met

#### 14. Adoption of statute, ordinance or policy that allows for Best Value procurements for your agency (10 pts)

“Best Value” means a technique in a competitive solicitation process which emphasizes value over price and permits the evaluation of criteria such as qualifications, experience, and performance data to determine the best overall value to the agency.

Agency must demonstrate authority to solicit through a best value procurement method for a broad range of purchases of services and commodities (not limited to professional services or technology) as it deems to be in the best interest of the agency. Best Value solicitations for construction (Construction Manager at Risk, Job Order Contracting, and Design Build) could also qualify for this criteria.

- **Submit:** A narrative explaining how your agency meets this criteria. Narrative should detail the statute, ordinance or policy authorizing your agency to do best value procurements; and
- **Submit:** The law, ordinance or policy establishing best value procurement authority; and
- **Submit:** Solicitation documents published/posted after *January 1, 2025*.
  - Solicitation cover page with the publication or issue date of the solicitation or the schedule from the solicitation demonstrating when it was issued to the public (not the solicitation due date). Evaluation criteria page(s) from the solicitation detailing the assigned points or weights demonstrating that points and weights were visible to the vendors during the solicitation process prior to the due date. No points will be awarded for ordinal evaluation methodology. *Do not include the entire solicitation document, only the pertinent pages that show the solicitation publication/issue date and the evaluation criteria.*
  - Evaluation matrix or scoring summary comprised of the criteria, weights and evaluators' scores demonstrating the use of best value evaluation. A blank evaluation matrix or sample is not sufficient to provide documentation of use. *Do not include the entire evaluation report, only the pertinent pages that show the criteria, weights, and evaluators' scores.*

## 15. Sustainable Procurement

The objective of this criterion is to demonstrate that the agency has implemented or is moving towards implementing a strategic sustainable procurement program. Strategic sustainable procurement programs integrate within an agency's existing strategic procurement processes, addressing prioritized environmental, social and/or economic impacts and opportunities of that agency's purchased goods and services. Sustainable procurement programs have been shown to provide value to agencies in areas such as reduced cost of goods and services, reduced administrative costs, reduced supply chain risk, and increased supply chain resiliency. Programs limited to single areas such as recycled materials, green cleaning products or energy conservation do not qualify. Program or policy must be broad and address multiple environmental, social and/or economic impacts and opportunities.

NOTE: Agencies can receive points by meeting either criteria a) and/or criteria b).

### a. Formal sustainable procurement policy OR formal sustainable procurement program (5 pts)

The policy or program must secure executive-level commitment; identify a program lead; and allocate the resources needed for implementation.

- **Submit:** A copy of the formal sustainable procurement policy or program.
- **Submit:** A copy of the document, website, policy, etc. that established the formal policy or program and/or that defines the program structure and plan.
- **Submit:** Evidence of executive-level commitment (ex. policy release history, signed letter, etc.), program lead and resource allocation

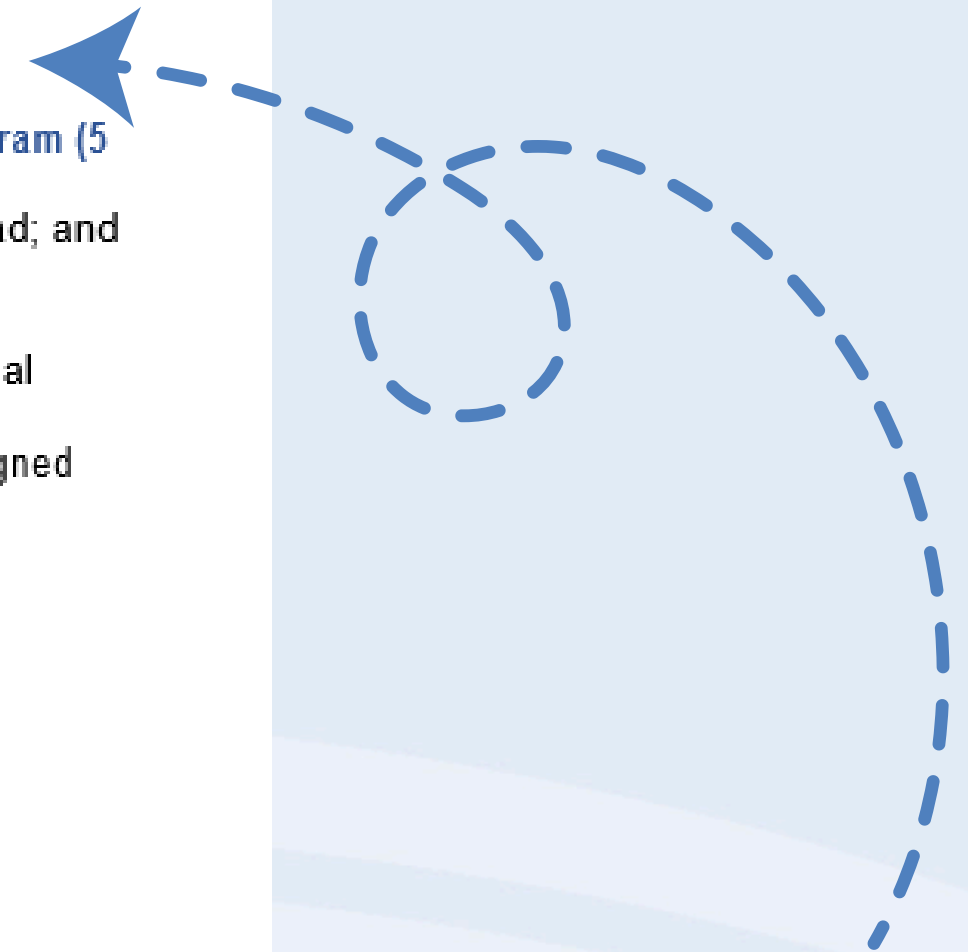
### b. Implementation of best practices (5 pts)

Submission must include at least one best practice from the following:

- Set relevant environmental, social, and economic priorities
- Goals & Metrics
- Staff Engagement & Accountability
- Goods/Services Evaluation & Transparency
- Supplier Engagement, Transparency, & Accountability
- Supplier Development & Innovation
- Communications & Sustainable Purchasing Transparency


For the submitted best practice(s) to qualify, agencies must demonstrate implementation of at least 50% of the relevant requirements described in the [Sustainable Purchasing Leadership Council's Maturity Model Inventory Checklist](#)

- **Submit:** A narrative describing your implementation of each best practice.
- **Submit:** Documentation supporting your claims (e.g., a website displaying your sustainable procurement goals & metrics; copies of sustainable goods/service requirements or preferences included in solicitations)
- **Submit:** The SPLC Checklist completed indicating what practices were implemented

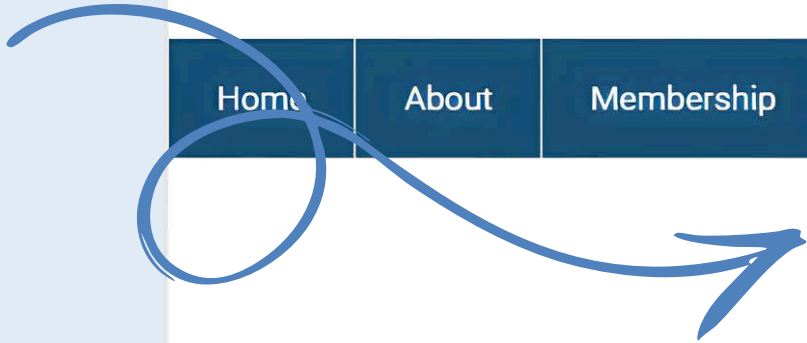




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- Award Recipients
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- AEP Model Submittals
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ment of  
**Excellence**  
Procurement®



THE NATIONAL PROGRAM TO BENCHMARK ORGANIZATIONAL EXCELLENCE IN PROCUREMENT



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## Application and Submission Portal

[AEP Application Submission Portal](#)

[Download the 2026 AEP Application](#)

[2026 Summary of Changes](#)

**Welcome Carrie Mathes**

Home
My Applications
All (10)
Incomplete (2)
Complete (7)
Results (0)
Invoices
My Evaluating Assignments
Evaluate Team Manager Panel
My Profile
Admin Panel
Log Out



**THE NATIONAL PROGRAM TO BENCHMARK ORGANIZATIONAL EXCELLENCE IN PROCUREMENT**

The Achievement of Excellence In Procurement application due date is May 15, 2026 (5:00pm CST).

If you have any questions, please contact us at [aep@npiconnection.org](mailto:aep@npiconnection.org)

In 1996, the National Procurement Institute, Inc. (NPI) established the Achievement of Excellence in Procurement® (AEP) program, designed to recognize organizational excellence in public procurement. This prestigious annual award is earned by those organizations that demonstrate excellence by obtaining a high score based on criteria designed to measure innovation, professionalism, productivity, procurement, and leadership attributes of the procurement organization. From nine recipients in 1996 to nearly 200 in the most recent year, the AEP continues to be recognized as the premier award in the public procurement profession.

The application is designed to encourage procurement professionals to go beyond the minimum requirements as set yearly by the AEP Sponsors and to recognize innovative programs and solutions that exemplify outstanding achievements. The award not only focuses on practical, documented work but also recognizes leadership and contributions that further advance the public procurement profession.

The Achievement of Excellence in Procurement® (AEP) is sponsored by the California Association of Public Procurement Officials (CAPPPO), Florida Association of Public Procurement Officials (FAPPO), the Government Finance Officers Association (GFOA), National Procurement Institute (NPI), NIGP: The Institute for Public Procurement, National Association of Educational Procurement (NAEP), Texas Public Purchasing Association (TXPPA), and the Canadian Public Procurement Council / Conseil canadien des marchés publics (CPPC).

The Achievement of Excellence in Procurement® (AEP) is supported by the Airport Purchasing Group (APG), AXIA Coorporativa, GSA/VMAT, National Coorporative Procurement Partners (NCP), Omnia Partners, Pavilion, Sustainable Purchasing Leadership Council (SPLC), Strategic Government Resources (SGR), and the Universal Public Procurement Certification Council (UPPCC).

You do not have to be a large jurisdiction or city to be successful. All sizes of organizations have been successful in the past. Various types of jurisdictions have won. Counties, cities, school districts, states, special districts, and universities, both public and private, are eligible.

You can establish the likelihood of success of your organization by viewing the application. Review the criteria and determine your score. Although an independent committee conducts the official evaluation, an objective self-evaluation will give you a good idea of your success.

Questions or comments concerning the Achievement of Excellence in Procurement Program should be addressed to Carrie Mathes, MPA, CFCM, NIGP-CPP, CPPO, C.P.M., CPPB, APP, FCCM, Achievement of Excellence in Procurement Officer, at [aep@npiconnection.org](mailto:aep@npiconnection.org)

Program	Status	Deadline	Action
2026 NPI Achievement of Excellence In Procurement® Award	Now Open	5/15/2026 05:00 PM	<a href="#">Start Application</a>

Current Timezone: Central Time (US & Canada)





Home

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Application Information ▾

**Welcome Carrie Mathes**

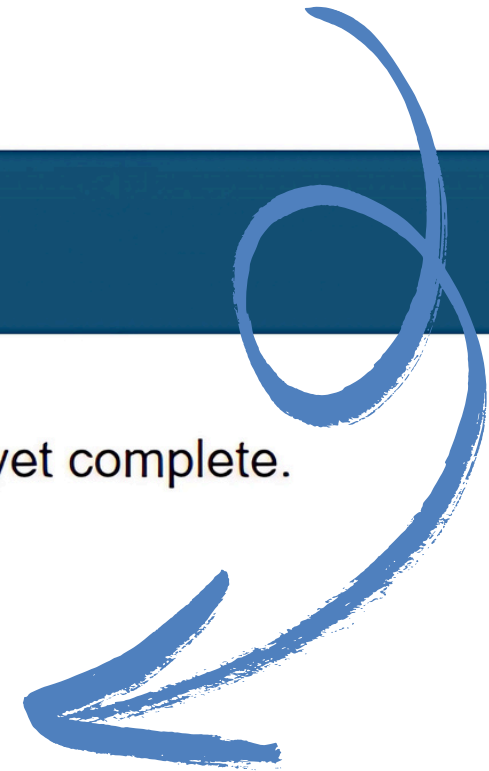
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 My Applications

Note: You have already started an Application that is not yet complete.

[Click here to review your past Submission\(s\)](#)

[Click here to begin a new Submission](#)



## 2026 NPI Achievement of Excellence In Procurement® Award

Manage Collaborators



### Criteria #1: Establishment of a "Procurement Ethics" policy (5 pts)

Procurement Ethics policy must be issued by the Chief Procurement Official at a minimum, and specifically address procurement ethics. A procurement ethics policy embedded in a procurement manual is acceptable but the policy or the manual must be posted publicly online to receive points.

There must be evidence that this policy was adopted by the Chief Procurement Official of the agency at a minimum, not just posted, to receive points for this criteria. Inclusion of the policy in the agency's official procurement manual satisfies this requirement.

Membership in a procurement association, which has an ethics policy, **is not** in and of itself an acceptable documentation of an ethics policy, unless the agency adopts said policy as its own.

- **Submit:** Narrative statement explaining where the policy is published or can be found. The policy must be publicly available online to satisfy this criteria. Provide a link to or a screenshot of the online posting; and
- **Submit:** A copy of or link to the procurement ethics policy and evidence of its establishment as official procurement policy by your agency.

**Criteria 1: Do you wish to submit a response? \***

- Yes
- No

Prev

Save

Save and Next

Applicant Information > **Criteria 1** > Criteria 2 > Criteria 3 > Criteria 4a > Criteria 4b > Criteria 4c > Criteria 4d > Criteria 4e > Criteria 5 > Criteria 6 > Criteria 7a > Criteria 7b > Criteria 7c > Criteria 8a > Criteria 8b > Criteria 9 > Criteria 10a > Criteria 10b > Criteria 11a > Criteria 11b > Criteria 12 > Criteria 13 > Criteria 14 > Criteria 15a > Criteria 15b > Criteria 16 > Criteria 17 > Criteria 18 > Response Totals

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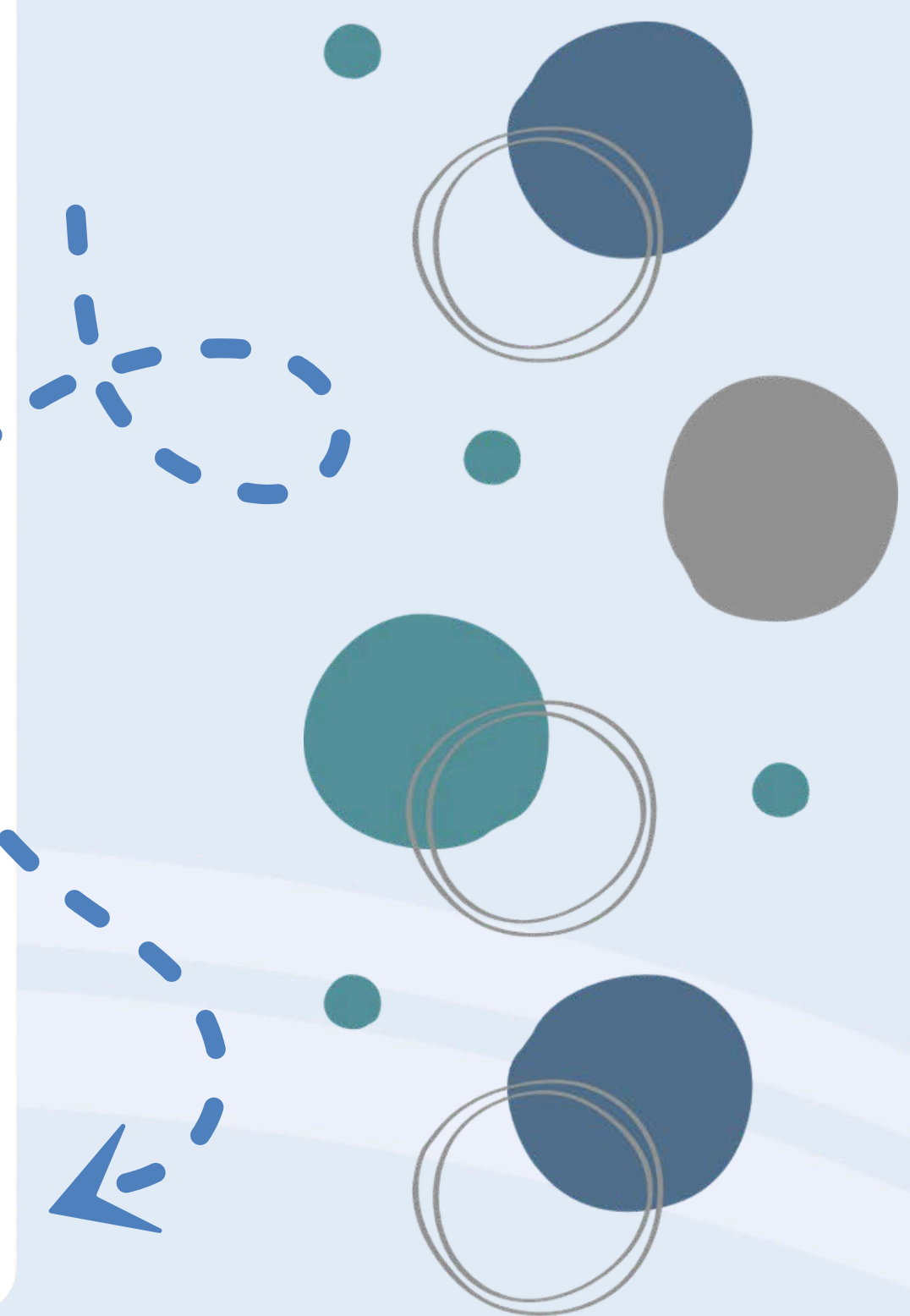
- Yes
- No

**Single PDF document**  
**Maximum file size: 20MB**

Prev

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Save and Next



# NARRATIVE FORMATION

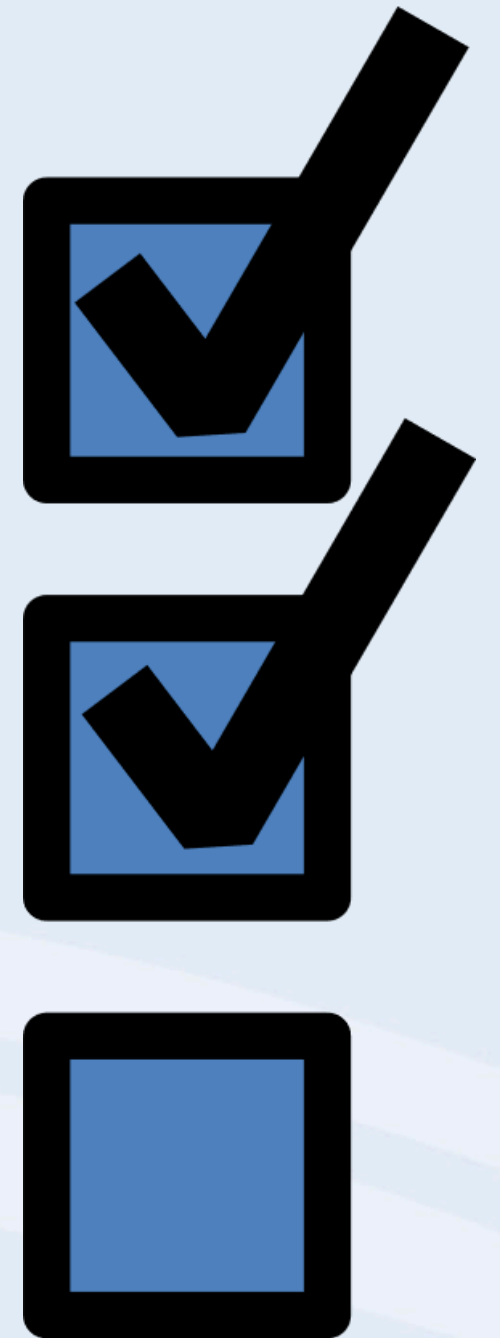
**Use Clear Headings and Subheadings:** Organize your content with descriptive titles and subtitles to help evaluators quickly navigate and understand the structure of your submittal.

**Prioritize Key Information:** Highlight critical points early in each section, using concise sentences and avoiding unnecessary jargon to ensure clarity.

**Incorporate Visual Aids:** Use charts, graphs, or tables to summarize data and key metrics, making it easier for evaluators to grasp complex information at a glance.

**Provide Relevant Examples:** Use specific, real-world examples to demonstrate your compliance or achievements, ensuring they directly address the award criteria.

**Ensure Consistent Formatting:** Maintain a uniform font, size, and spacing throughout your document, and use bullet points or numbered lists to break up dense text for readability.



# EXAMPLE

## 2. Publishes an electronic procurement manual or guide for internal use (5 pts)

Manual must be comprehensive, addressing multiple procurement activities and not limited to specific issues (e.g., P-Card or M/WBE program). Manual or guide must be electronically posted on a shared drive, the internet or agency intranet and must have been updated in the last 5 years.

- **Submit:** Provide a link to or a screenshot of the web pages or shared drive information that electronically posts your procurement manual for use by internal customers. Please explain through narrative and annotation how your internal customers access this information. Demonstrate that the manual is comprehensive and provide the date of the most recent revision; and
- **Submit:** The cover page and index of the procurement manual or screen shots of the electronic contents. Please **do not** submit the entire manual; but only those pages that substantiate the contents. Submission must include date substantiating the manual was updated after *January 1, 2021*.

## AEP AWARD SUBMISSION – CRITERIA # 2

### **Publishes an electronic procurement manual for internal use (5 pts)**

Visitors to the [Orange County website](#) can find our Procurement Division published Procurement Procedures Manual, last revised April 2025. The pathway links to this comprehensive guide can be found on the attached screen shots followed by the cover and table of contents of the manual.

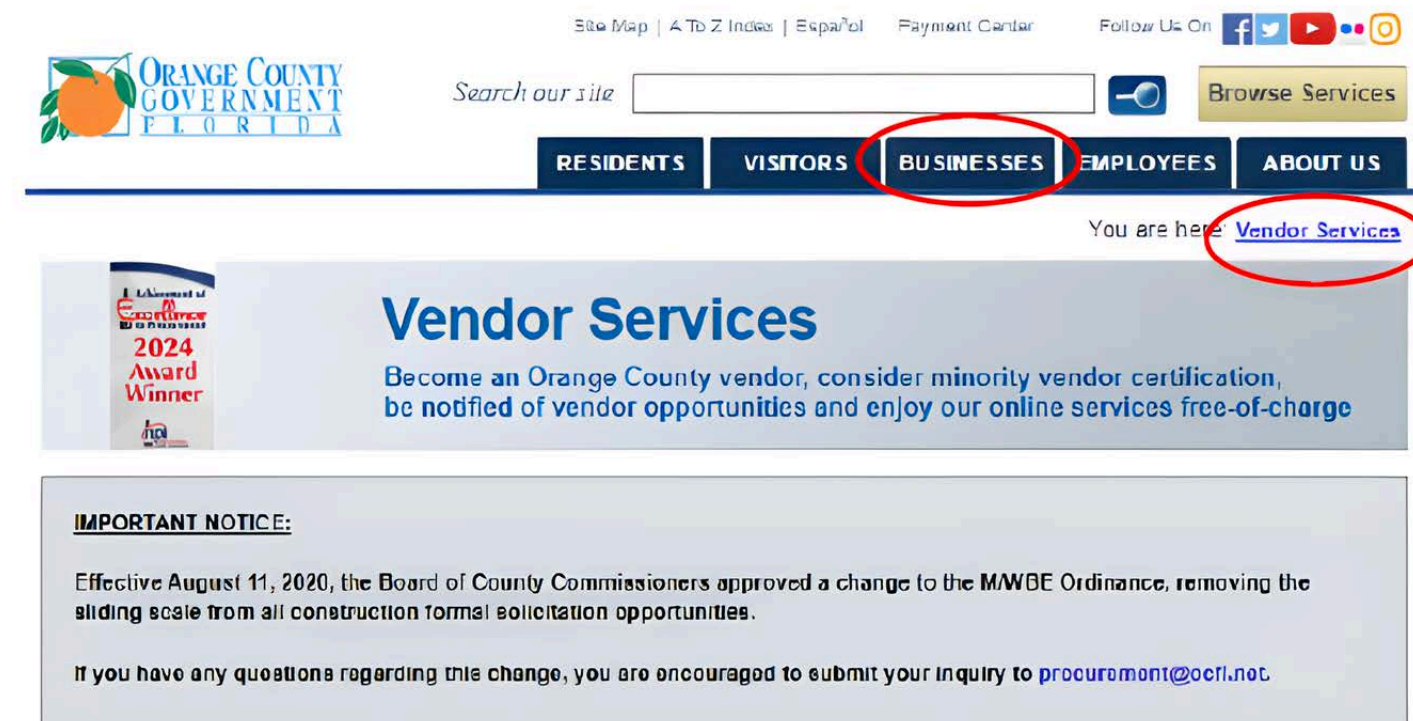
Internal customers are also able to access the Procurement Procedures Manual through the Orange County Intranet portal. Screen shots are provided herein.

The Table of Contents submitted herein demonstrates the comprehensiveness of the manual.



## INTERNET

The Orange County Procurement Division's published Procurement Procedures Manual can be found by visiting the [Orange County Website](#) where you will find the link to the [Procurement Division website](#) by either hovering over the Business Tab or by Browsing Orange County Services. <http://www.orangecountyfl.net/>



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You are here: [Vendor Services](#)

## Vendor Services

Become an Orange County vendor, consider minority vendor certification, be notified of vendor opportunities and enjoy our online services free-of-charge

**IMPORTANT NOTICE:**

Effective August 11, 2020, the Board of County Commissioners approved a change to the M/WBE Ordinance, removing the sliding scale from all construction formal solicitation opportunities.

If you have any questions regarding this change, you are encouraged to submit your inquiry to [procurement@ocfl.net](mailto:procurement@ocfl.net).

### [Award Recommendations & Short List](#)

(Review bids and proposals...)

### [Bid/Proposal Openings](#)

(Bids/Proposals received...)

### [Business Development Division](#)

(Advocating on behalf of Minority/Women Business...)

### [Contract Award and Short List](#)

(Board Approved Awards...)

### [Contracting Academy](#)

(Orange County Contracting Academy Res...)

### [Current Advertised Solicitations](#)

(Formal opening of bids/proposals...)

### [Expiring Contracts Link](#)

(View the current contracts that will soon expire...)

### [EEO Utilization Report](#)

### [Insurance Requirements](#)

(Questions for Insurance requirements...)

### [New Vendors](#)

(Find out how to get started...)

### [Orange County Safety & Health Manual](#)

(Vendors must comply...)

### [Price Index Guidelines](#)

(Frequently asked questions...)

### [Procurement Public Meetings](#)

(Scheduled meetings and hearings...)

### [Proposed Future Projects](#)

(Requires Google Chrome - A planning aid for vendors...)

### [Protest Procedures](#)

(How to protest proposed contracts/awards...)

### [Procurement Procedures Manual](#)

(Procurement procedures...)

### [Procurement Staff Directory](#)

(Procurement Staff...)

### [Public Record Requests](#)

### [Suspended/Debarred Contractors](#)

(Suspended Vendor...)

### [Term Contracts](#)

(Search existing term contracts...)

### [How to do Business with Orange County](#)

(Frequently asked questions...)

### [Volume Of Work Reports](#)

(Volume of work awarded to vendors...)

### [eProcurement Portal](#)

(Register for procurement opportunities...)

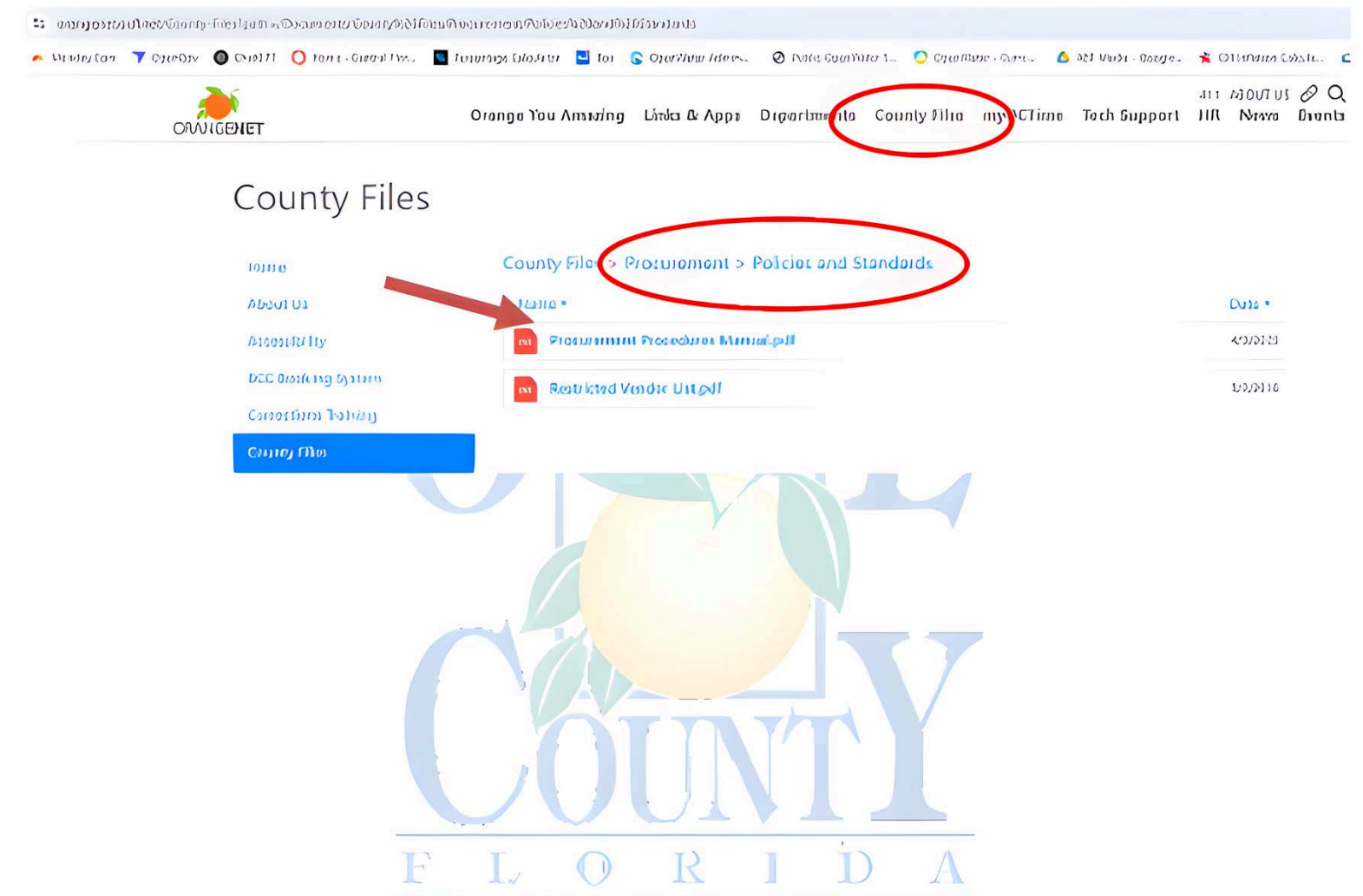
### [Forms and Resources](#)

(Frequently referenced procurement forms...)

If you have any web accessibility issues with this page please email [procurement@ocfl.net](mailto:procurement@ocfl.net) or phone 407-838-8835 during normal Orange County Government business hours which are typically Monday through Friday 8 a.m. to 5 p.m. Eastern Standard Time

## INTRANET

The Procurement Procedures Manual opens in a PDF format from the link demonstrated below. Screen shots below direct internal customers to the Procurement Procedures Manual through the Orange County Intranet portal. Employees can access the manual through CountyFiles>Procurement>Policies and Standards>Procedures Manual as shown in the navigation below.




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County Files > Procurement > Policies and Standards

- Procurement Procedures Manual.pdf
- Restricted Vendor Util.pdf





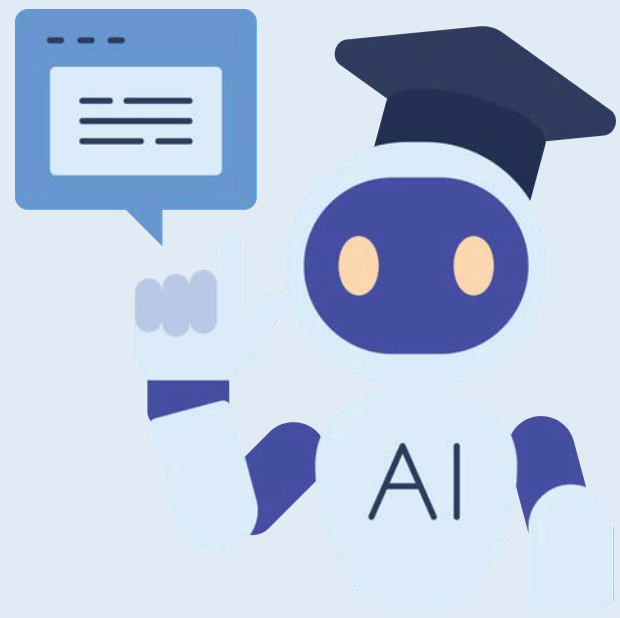
# PROCUREMENT PROCEDURES MANUAL

Revised: April 1, 2025



## TABLE OF CONTENTS

	<u>Section</u>
<u>Procurement Division - Responsibilities and Functions</u>	1
<u>Requisition to Procure</u>	2
<u>Purchase Orders and Blanket Purchase Orders</u>	3
<u>Emergency and Sole Source Procurements</u>	4
<u>Term Contracts (Master Agreements) and Delivery Orders</u>	5
<u>Quotations, Bids and Proposals</u>	6
<u>Request for Proposals (RFP) Evaluation Procedures</u>	7
<u>Grant Funded Procurement and Contracting</u>	8
<u>Contract Modifications and Terminations</u>	9
<u>Competition Exemptions, Standardization, and Alternate Contract Sources</u>	10
<u>Procurement Card Program</u>	11
<u>Protests and Lobbying</u>	12
<u>Procurement of Design Build Services</u>	13
<u>Invoices</u>	14
<u>Non-Purchase Order Transactions</u>	15
<u>Receipt of Goods and Materials</u>	16
<u>Report of Unsatisfactory Materials or Services and Delivery/Performance Notices</u>	17
<u>Conflict of Interest and Ethics in Public Procurement</u>	18
<u>Exhibits</u>	19
<u>Version Management</u>	20



## PRO TIP

Harness the Power of Artificial Intelligence

Prompt: Compare the attached award criterial submittal against the criteria requirements below and identify any deficiencies in the submittal.



**Disclaimer:** While AI strives for accuracy, it is not foolproof and may occasionally produce errors or require human judgment for verification.

Manage Collaborators

- Applicant Information
- Criteria 1
- Criteria 2
- Criteria 3
- Criteria 4a
- Criteria 4b
- Criteria 4c
- Criteria 4d
- Criteria 4e
- Criteria 5
- Criteria 6
- Criteria 7a
- Criteria 7b
- Criteria 7c
- Criteria 8a
- Criteria 8b
- Criteria 9
- Criteria 10a
- Criteria 10b
- Criteria 11a
- Criteria 11b
- Criteria 12
- Criteria 13
- Criteria 14
- Criteria 15a
- Criteria 15b
- Criteria 16
- Criteria 17
- Criteria 18
- Response Totals

Section Response Totals

Criteria #1: Total Points

5

Criteria #2: Total Points

5

Criteria #3: Total Points

10

Criteria #4a: Total Points

0

Criteria #4b: Total Points

5

Criteria #4c: Total Points

0

Criteria #4d: Total Points

0

Criteria #4e: Total Points

10

Criteria #12: Total Points

10

Criteria #13: Total Points

10

Criteria #14: Total Points

10

Criteria #15a: Total Points

0

Criteria #15b: Total Points

5

Criteria #16: Total Points

0

Criteria #17: Total Points

0

Criteria #18: Total Points

10

Overall Points

All Sections: Total Points

145

Prev Save Add to Cart



# PRO TIP

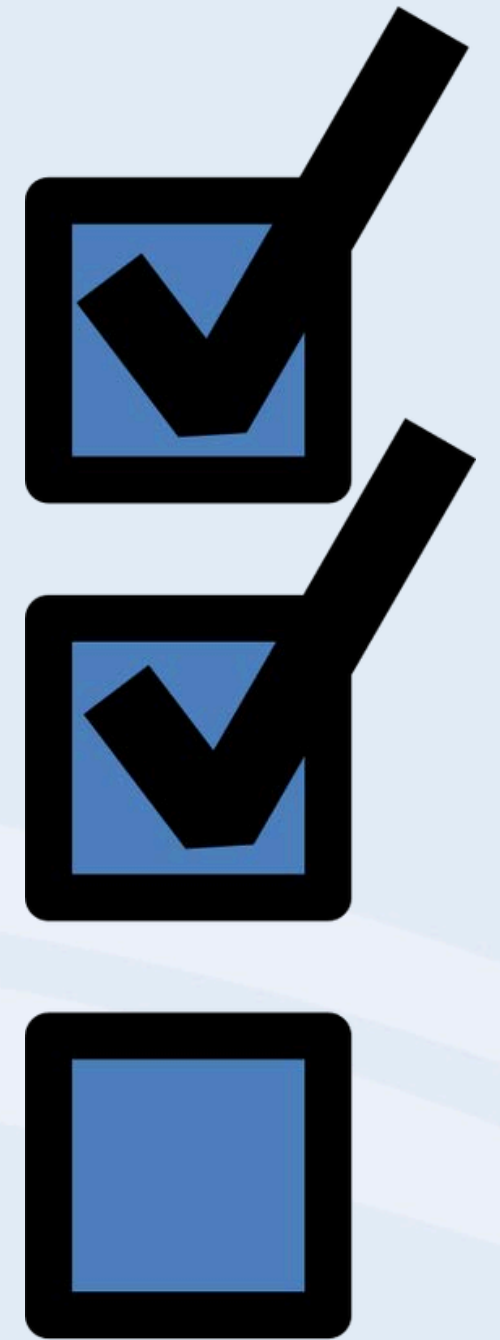
**Fresh Perspective:** A reviewer who wasn't involved in preparing the application can provide an unbiased evaluation, ensuring clarity and completeness.

**Catch Errors:** A second set of eyes can identify typos, inconsistencies, or omissions that the preparer might have overlooked.

**Evaluate Against Criteria:** An independent reviewer can confirm whether the application directly addresses each award criterion and meets all requirements.

**Improve Readability:** A reviewer can assess whether the content is well-organized, succinct, and easy for evaluators to follow.

**Validate Supporting Evidence:** A third party can ensure that all examples, documents, and attachments effectively support the application and align with the narrative.





*County's Procurement Department  
Receives "Excellence" Award*

MOHAVE COUNTY, AZ (December 6, 2022) –Mohave County has been awarded the prestigious 2022 Annual Achievement of Excellence in Procurement (AEP) Award from the National Procurement Institute. The achievement is granted to public and non-profit agencies that demonstrate "a commitment to procurement excellence." The annual program recognizes professional procurement organizations that embrace innovation, professionalism, productivity, leadership and e-procurement.

The AEP program encourages the development of excellence, as well as continued organizational improvement, to earn the award annually. In 2022, there were 171 successful applicants including 73 cities, 36 counties, 15 special districts, 17 school districts, 14 higher education agencies, 5 state or provincial agencies and 11 others.

Mohave County is one of 24 agencies in Arizona to have received the important award since its inception 27 years ago. Ten Arizona agencies received it in 2022. This is Mohave County's 17<sup>th</sup> award. – Only 49 agencies have received more than 17 Awards across the United States and in Canada.

In addition to the National Procurement Institute, the AEP is sponsored by the California Association of Public Procurement Officials (CAPPO), Canadian Public Procurement Council / Conseil (CPPC), Florida Association of Public Procurement Officials (FAPPO), National Association of Educational Procurement (NAEP), National Association of State Procurement Officials (NASPO), NIGP: The Institute for Public Procurement and Texas Public Purchasing Association (TxPPA). The AEP is supported by the Airport Purchasing Group (APG), OMNA Partners, Sustainable Purchasing Leadership Council (SPLC) and the Universal Public Procurement Certification Council (UPPCC).

###

# Let's Celebrate



## Spring ISD wins two national awards for Procurement and Financial Services

August 30, 2022 | 1.3K views



Spring Independent School District recently won a pair of awards, both from national organizations, that highlight the work of two central administration departments in the district.

The Procurement Services department received the Achievement of Excellence in Procurement award from the National Procurement Institute. This award recognizes organizational excellence in public and non-profit procurement. It is set up to highlight departments that incorporate innovation, professionalism, e-procurement, productivity, and leadership attributes in their procurement efforts.

The criteria for this year's awards saw some significant changes, a process which Procurement Services Executive Director Phillip Ellison said was beneficial for Spring ISD.

"These changes made us reflect on our practices and consider changing some of our processes to meet these new requirements," Ellison said. "This application process always helps us review our program to ensure we're keeping up with best-in-class public procurement departments."

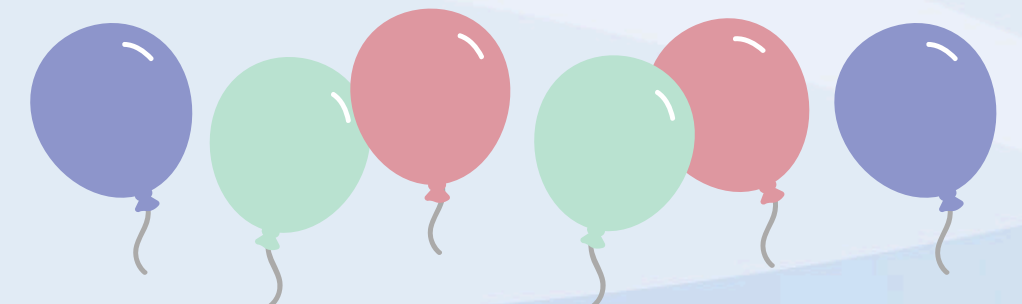
Spring ISD is one of 171 agencies in the United States and Canada and one of only 17 School Districts to receive the award.

The Office of Financial Services was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association. The award was in recognition of the district's annual comprehensive financial report for 2020-2021.

The organization established the program in 1945 to encourage and assist state and local governments to go beyond the minimum requirements, and to produce financial reports that are innovative, engaging, and transparent to community members and taxpayers.

The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Chief Financial Officer Ann Westbrook, said the award is more evidence that Spring ISD continues to operate efficiently and transparently.

"I am so incredibly proud of the Financial Services team for receiving the GFOA award which exemplifies excellence in the district's financial management," Westbrook said. "The district is committed to being good stewards of taxpayer dollars and doing so in a transparent manner."





***QUESTIONS***

*Thank  
you*

***[aep@npiconnection.org](mailto:aep@npiconnection.org)***