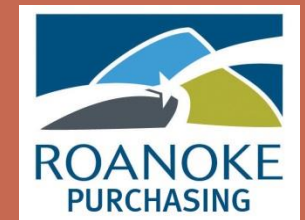


VIRGINIA PUBLIC PROCUREMENT BASICS AND BEYOND

10/18/2017

Simone Knowles, VCO
Purchasing Manager
City of Roanoke, VA



(540) 853-5801

**215 Church Ave SW,
Room 202
Roanoke, VA 24011**

BASICS

- **Virginia Public Procurement Act**
- **Methods of Procurement**

VIRGINIA PUBLIC PROCUREMENT ACT

VPPA

- Chapter 43 of the Code of Virginia
- Legal Framework for Public Procurement in Virginia
 - Contract Formation & Administration
 - Exemptions and Limitations
 - Prompt Payment
 - Remedies
 - Ethics in Public Contracting

METHODS OF PROCUREMENT

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- Competitive Sealed Bidding
 - Invitation to Bid (ITB) or Invitation for Bid (IFB)– the agency is seeking a vendor that provides the lowest qualified bid.

- Competitive Negotiation
 - Request for Proposals (RFP)– the agency is seeking a solution and will award to the qualified vendor that provides the best value.

- Unsealed Bidding
 - Request for Quote (RFQ) or Quick Quote– the agency is seeking a vendor that provides the lowest qualified quote - usually used for small, simple purchases.

METHODS OF PROCUREMENT

- Design-Build
 - Two-step solicitation process to obtain a single firm to take responsibility for designing and building a construction project.

- Construction Management at Risk
 - Two-step solicitation process to obtain a single firm to coordinate or administer contracts for construction services for the agency.

- Request for Qualifications – RFQ
 - Allows an agency to build a list of pre-qualified vendors or products.

- Request for Information – RFI
 - This type of solicitation does not result in a contract award.
 - The agency is seeking information only. This information could be used for budget planning purposes or to assist with drafting a solicitation.

BEYOND THE BASICS

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- **Contract Administration**
 - Paper Contracts vs. Financial Transactions
 - Closing Out Contracts

- **Spend Analysis**
 - Spend On Contract vs. Spend Off Contract
 - Including P-Card Spend
 - Predictive Contracting

- **Making Contracts Work for You**
 - Rebate Programs

QUESTIONS?