

# Supply Chain Management

Regional Municipality of Wood Buffalo

December 7, 2016

# Supply Chain Organization

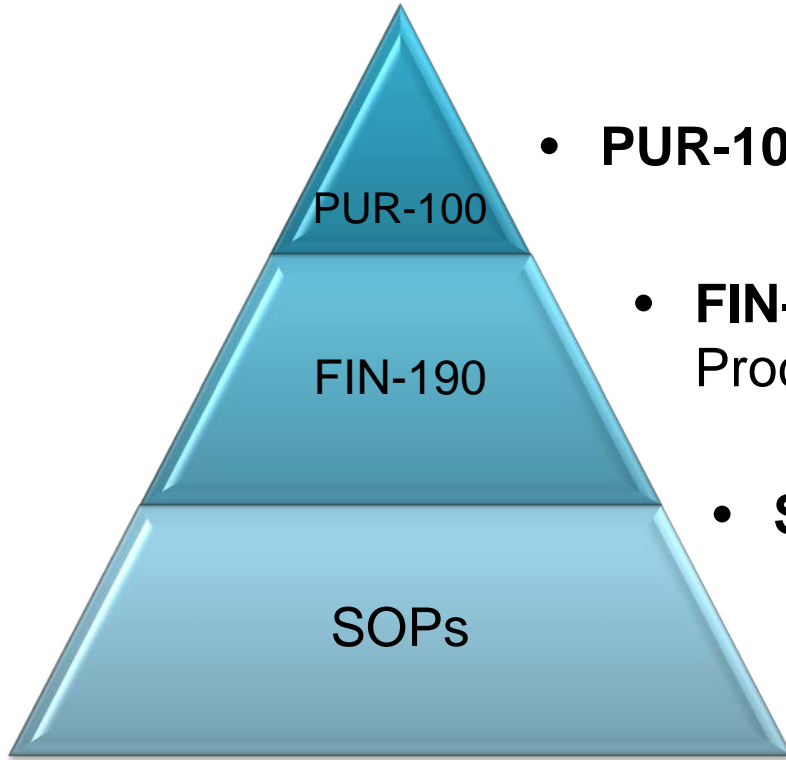


# Supply Chain Overview

All RMWB functions are performed in accordance with relevant :

- Trade Agreements
- Council Policy
- Administrative Procedures
- Standard Operating Procedures
- Municipal Development Plan
- Public Procurement Law

# RMWB Specific Governance



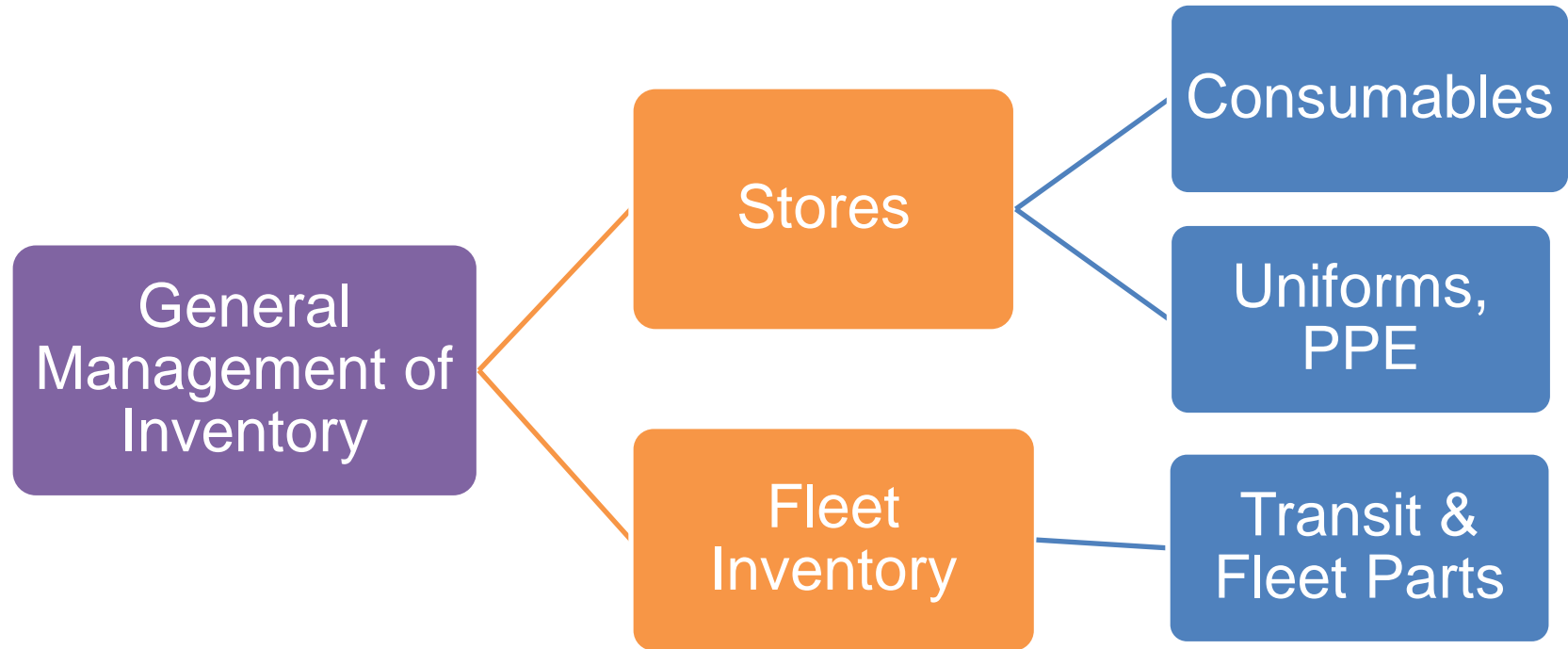
- **PUR-100** Council Approved Procurement Policy
- **FIN-190** Procurement Administrative Procedure
- **SOP** – 20 Standard Operating Procedures
  - Processes
  - Purchase Order Changes
  - Creation of Formal Contracts, etc.

# Accounts Payable

- Processes 25,000+ Invoices/Year
- Vendor Payments of \$800+ M/Year

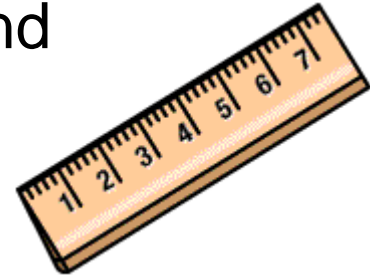


# Stores & Fleet Inventory Management



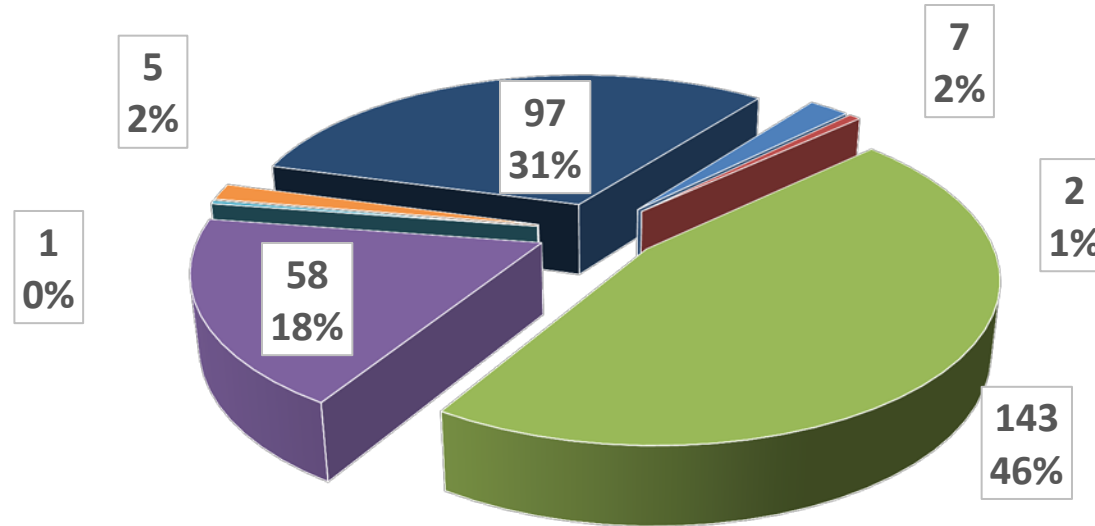
# Measurements & Reporting

- Establish and analyze baseline metrics used for further improvement strategies
- Measure compliance with Policy and Procedures
- Identify areas for cost reduction



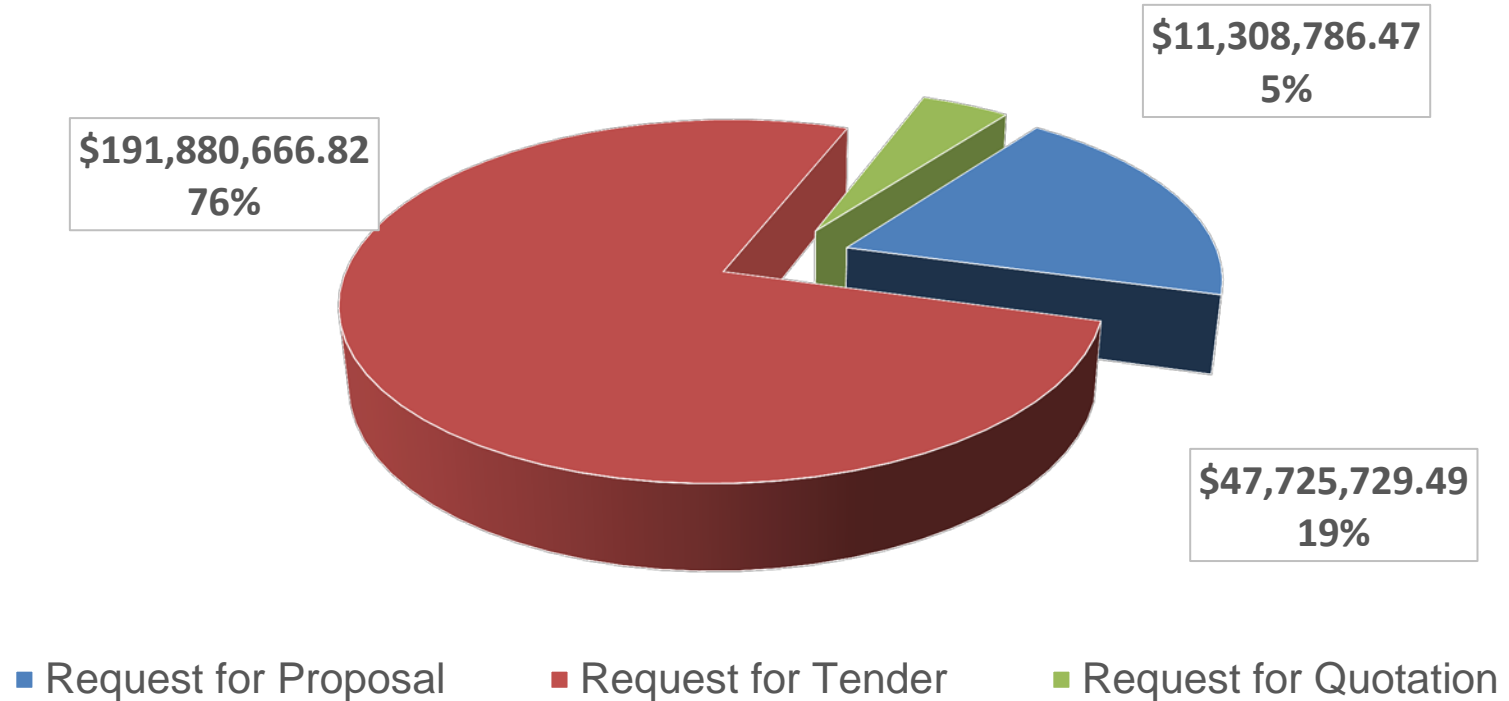
# Total Number of Solicitations – June 1, 2014 to December 1, 2015

## Summary



- Notice of Intent
- Request for Proposal
- Request for Expression of Interest
- Request for Quotation
- Request for Information
- Request for Tender
- Request for Prequalification

# Total Solicitation Spend – June 1, 2014 to December 31, 2015 (Millions \$)



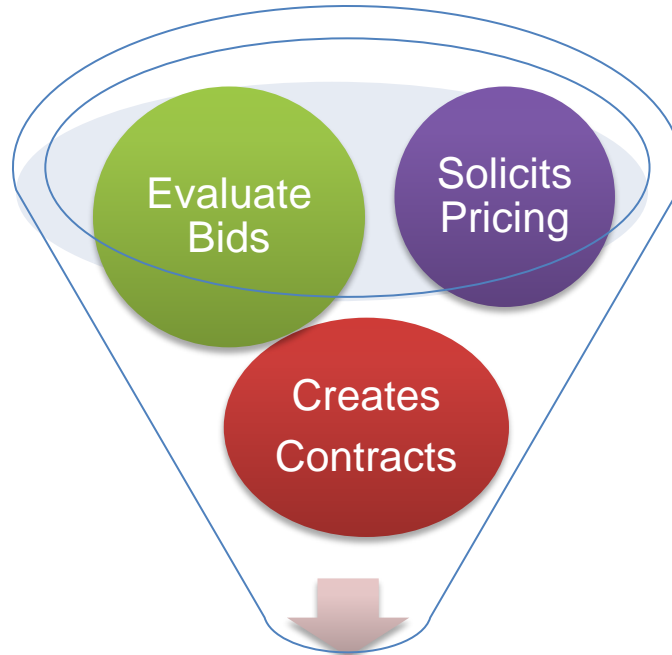
# Procurement Department Overview

The Procurement Department is committed to procure all goods and services:

- Efficiently
- Fairly
- In a transparent and cost competitive way

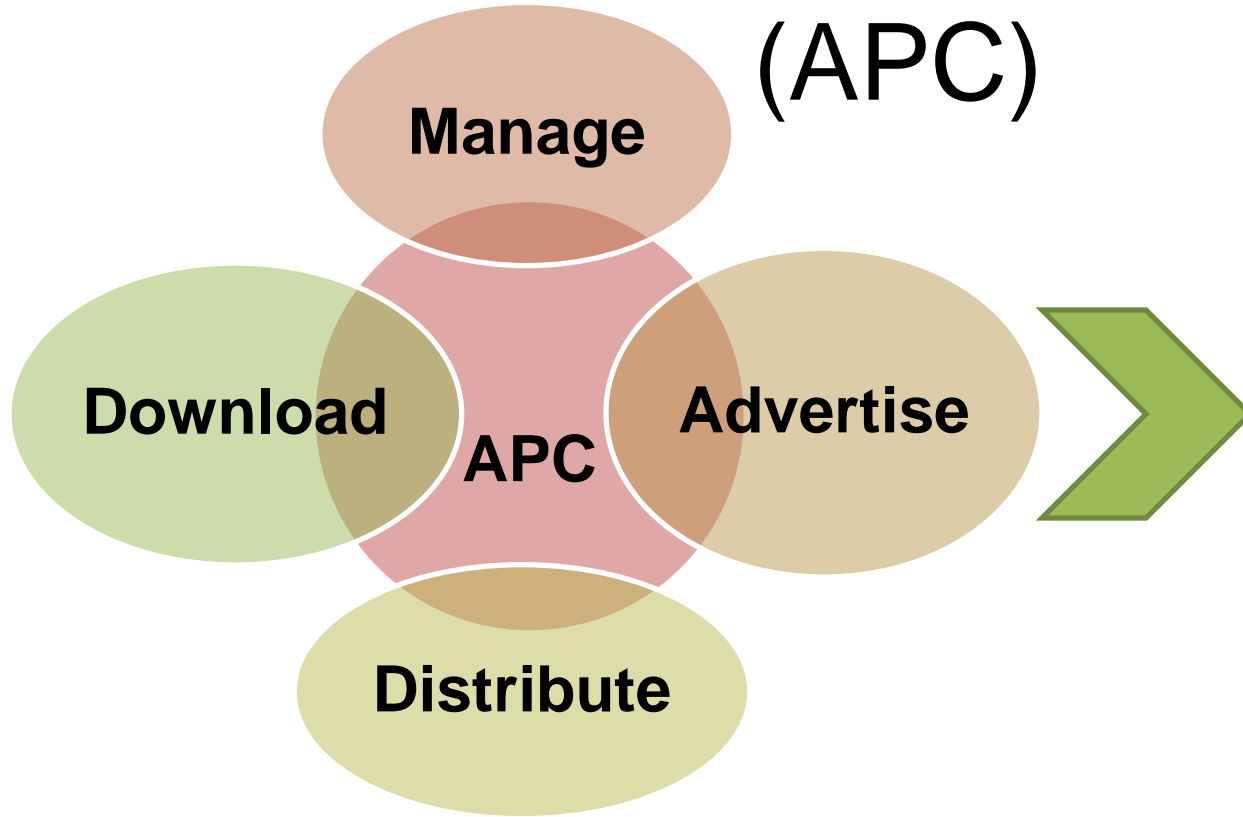


# Procurement Department



At any point in time: Average of 70 Projects  
17 – 25 Public Postings

# Alberta Purchasing Connection (APC)



Purchasing Opportunities in Alberta for:

- Goods
- Services
- Construction

# Treaty Thresholds Continued

AIT Thresholds (MASH)	New West Partnership Trade Agreement
<b>\$100,000</b> or greater (goods)	<b>\$75,000</b> or greater (goods)
<b>\$100,000</b> or greater (services)	<b>\$75,000</b> or greater (services)
<b>\$250,000</b> or greater (construction)	<b>\$200,000</b> or greater (construction)

Above these limits, all bids posted publically

# Further Thresholds & APC

Construction	Goods & Services
< \$200 K – 3 Written Quotes	< \$75,000 (Procurement Card, >\$1 to <10K: Customer to get 1 – 3 quotes, >\$10 K to <\$75K Customer to get 3 written quotes)
> \$200 K – Posted Publically	> \$75,000 or greater posted publically

# Non-Competitive Process

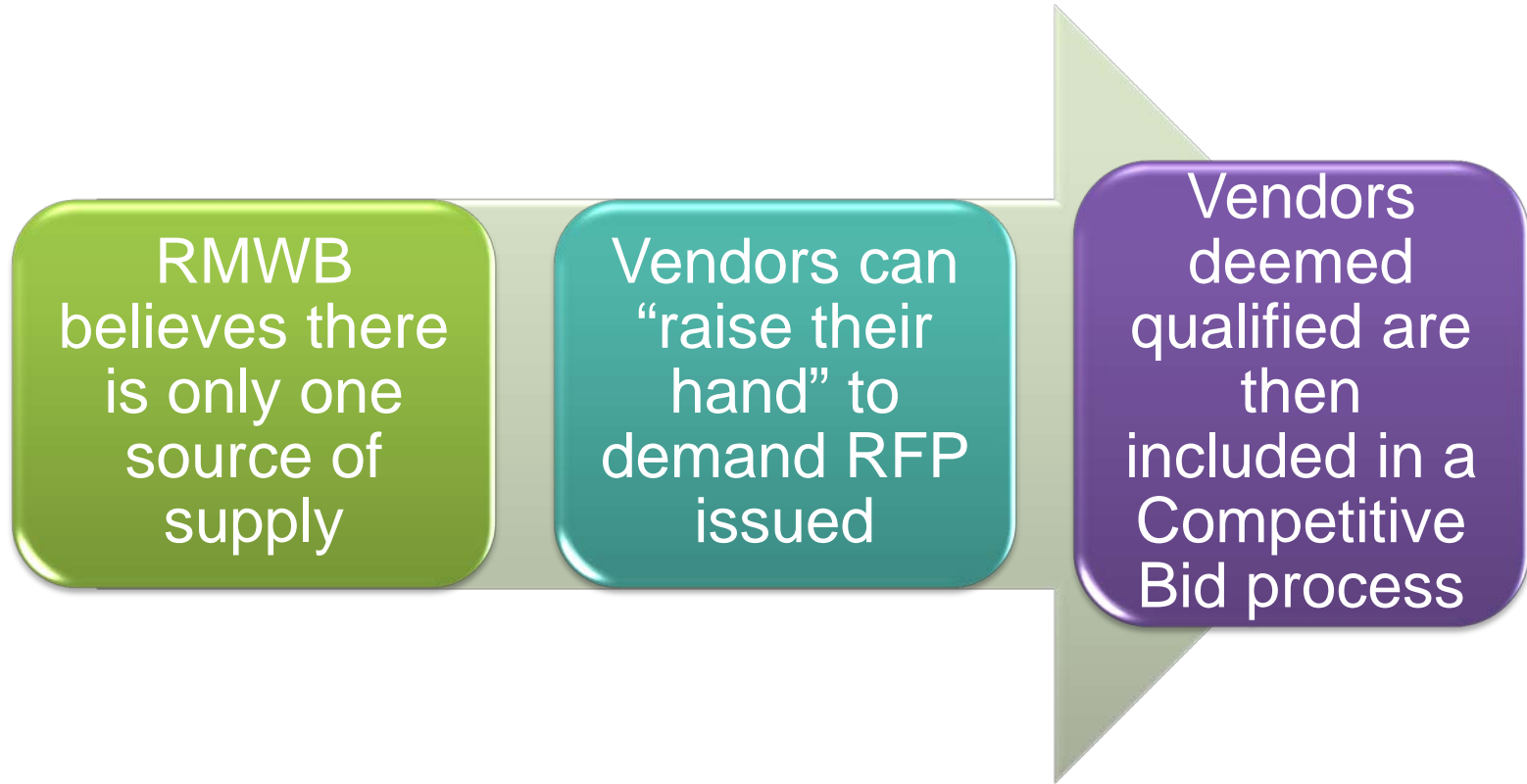
RMWB is compliant with AIT relative to circumstances for Sole Source or Exclusions

## Exclusion examples:

- Requirement for items with patents
- Working with previously tendered contract items
- Emergencies
- Contract available through Provincial tendering practices



# Notice of Intent (NOI) Process



# Vendor Self Registry Database

@ [www.rmwb.ca](http://www.rmwb.ca) “Doing Business”

We have launched in Aug. 2015, a key registry tool:



- Vendors will self-register into our database
- The database will be used for below threshold procurements
- The database will not create a preferred vendor list
- The database will not imply an offer of work from the RMWB
- The database will collect information to broaden the vendor base in our quoting requests

# Vendor Self Registry Database



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

Vendor Registry

[Home](#)

[Register](#)

[Log in](#)

## Vendor Registry

Welcome to the RMWB Vendor Registry. Below are the vendors who are currently registered. Vendors are welcome to register and advise what goods and/or services are available to the RMWB.

This Registry is for information purposes only and does not add the vendor to a preferred list or imply any offer of work from the RMWB.

[Register as a Vendor](#)

[Edit your Vendor Listing](#)

### Filter Results:

Commodity:

All



[Filter](#)

[Clear Filter](#)

Company Name	Address 1	City	Postal Code	Country	Province	Telephone	
Admin Company Test	9909 Franklin Ave	Fort McMurray	T9H 2K4	Canada	AB	780-555-5555	<a href="#">Details</a>

# AIT and NWPTA

We cannot “discriminate  
between suppliers, or goods  
or services on the basis of  
geographical location”



# Social Procurement Framework

On January 26, 2016, SCM requested approval from Council to develop a Social Procurement Framework.

- A social procurement framework would drive significant benefit to the local business community.
- The Municipality would not be in violation of trade agreement legislation with the implementation of a social procurement framework.

Council approved the request unanimously, and development is currently underway.

# What is a Social Procurement Framework?

- Social procurement leverages public dollars to achieve desirable and targeted social impact.
- The social procurement framework aligns procurement with the community values and strategic priorities.
- Social procurement balances the needs of people, planet and profit.
- The framework imposes a responsibility for the region's buyers to explore opportunities to achieve positive social outcomes and community benefits.

# Social Procurement Framework

RMWB has awarded our first Social Procurement Contract.

- This Social RFQ for an urban snow clearing contract, was developed in partnership with the Centre of Hope. It will reward vendors who are willing to create work opportunities for recently housed, formerly homeless people.
- Centre of Hope has assigned the personnel management piece to Choices.
- The contract was split into three zones, and was subsequently awarded to two contractors.

Thank you  
Questions?  
General Inquiries:  
[purchasing@rmwb.ca](mailto:purchasing@rmwb.ca)