

# ALLIANCE MEETING MINUTES

Date/Time: October 17<sup>th</sup>, 2024 | 8:30am-2:00pm

Location: El Dorado Park, 2800 Studebaker Rd., Long Beach, CA 90815

Meeting called to order by: CPO

## ATTENDEES

City of Anaheim	OC Procurement Office	OC Public Works
City of Buena Park	OC Clerk of the Board	OC Sanitation District
City of Costa Mesa	OC Clerk Recorder	OC Social Services Agency
City of Fullerton	OC Community Resources	OC Tax Collector
City of Long Beach	OC Health Care Agency	South Coast Water District
City of Santa Ana	OC HR/Benefits	
John Wayne Airport	OC Information Technology	

## AGENDA

### A. ICE BREAKER

### B. LONG BEACH (LB) INTRO

- LB received AEP Award 2024
- LB changed threshold from 25k to 40k for small dollar threshold
- Introduced local preference

### C. ALLIANCE STATUS OVERVIEW

- Maria went over the roles that have been established for the executive team

### D. BAY AREA PROCUREMENT ALLIANCE

- They launched their alliance where Maria was the keynote speaker
- They heard Maria speak at NIGP 2023 and liked the idea of forming an Alliance like OC

## E. HOT TOPICS IN PROCUREMENT

- Juan – Human Service (HS) Hot Topics
  - Due Diligence training offered to County employees – Let us know if you want a copy of the training, as a reference point
  - Importance of contractor/subrecipient monitoring
    1. Risk assessments – conducted yearly
    2. E&Rs - version of the contractors general ledger. This services as back up when invoice is submitted
    3. Monthly contract meetings - where issues are brought, solutions discussed, where issues are documented in case of notice to cure
    4. Site visits - funding sources request these are taken place yearly
    5. Procurement/Program evals - requested/required by funding sources and regulatory bodies
      - Working on OpenGov automation
    6. Invoice reviews - important for back up documentation
    7. Contract cost close out - we budget HS contracts by Fiscal Year (FY), and to be able to successfully close out a FY, this step needs to take place
    8. Review of single audit/audited financials - helps ensure whatever is happening at contractor level, it's on par with County requirements. If there are a lot of findings and we're not aware, that wouldn't look good to the public, media, etc.
  - If any questions, please reach out to County Procurement Office or Juan Corral at jcorral@ochca.com
- Andy Alimohammadi (OCWR) - SB 1383
  - Keeping organics out of landfills (yard trimmings, leave, branches food scraps, etc)
    1. Helps reduce methane emissions (harmful gas to environment)
  - No cost at our landfills to pick up compost and mulch (no qty limit either)
  - Revision to the EPP (Environmentally Preferable Purchase Policy) which is on alliance website
  - Move compost and mulch from our facilities to recycle to meet mandates
- SB 3130
  - Gov. Code 26227.5
  - Post reports every quarter on any activity described therein
  - Effective January 1, 2025

## F. PROCUREMENT SYSTEMS

- OpenGov
  - Grant management went live 9/1/24
  - Asset management deploys December 2024
  - OpenGov and Pavilion integrated so it's automatically uploaded to Pavilion
  - Procurated has also fully integrated with OpenGov, so now reminders for annual performance evaluations will be issued automatically from procurated through OpenGov
  - Reminder that OpenGov has offer for Alliance (25% discount on their suites). Anaheim is taking advantage and currently implementing.
- Docusign also willing to provide Alliance with a discounted rate.
- Procurated
  - County advises that organizations work with their counsel on how the reviews can be utilized (i.e. to deem non-responsive)
- SoCal Procurement Alliance Website Updates

## G. RCAs

- County is soliciting high level unarmed security guard services through an RFP. Reach out to [Ranique.Beas@ocgov.com](mailto:Ranique.Beas@ocgov.com) for additional information.

## H. PROCUREMENT PROFESSIONALS PROGRAM

- 5k – “Buyers on the Run” is our OFFICIAL NAME
- City of Buena Park leading bikers event – More information coming soon!
- 12/5 holiday luncheon – More details coming soon
- 2/27/25 3-year alliance anniversary. Alliance meeting at County Conference Center.
- 5/2025 Supplier Outreach Event
- CAPPO (Kevin Work) - Call for nominations came out, see attached

## I. PEN (PROCUREMENT EXCELLENCE NETWORK) PRESENTATION

- CA guidelines for using AI
- OC Florida has basic intro to using AI in procurement
- Construction legislation: SB 706 - Progressive D-B - also added to 2024 CPM, AB 1957 - Best Value construction - I think this was a 2024 CPM update, AB 2029 - Cost Accounting Standards (Adds installation to the definition of public project in PCC 22002c)

## NEXT MEETING

Next Meeting scheduled for February 27<sup>th</sup> – 3-Year Anniversary & Procurement Professional Event