#### Easy Pickings: Save Time, Money, and Gray Hair in Hiring the Right Vendors





### Simplar Institute

- Group of researchers and educators
- Integrated within the Organizations (clients/buyers and vendors)
- Developed tools, methods, & training to enhance:
  - Organizational Transformation
  - Procurement & Sourcing
  - Project & Risk Management
  - Operational Efficiency
  - Human Dimensions
  - Performance Measurements
  - Benchmarking & Workforce
  - Facility Management Professional Training











BYU BRIGHAM YOUNG





### **Canadian Efforts**

- University of Alberta
- University of Ottawa
- University of Manitoba
- Western University
- Vancouver Island Univ.
- Wilfrid Laurier University
- Queen's University
- University of Waterloo
- Dalhousie University
- Simon Fraser University
- University of Toronto
- City of Spruce Grove
- Workers Comp NS
- EfficiencyOne NS
- Leduc County
- SaskPower
- BC SS





### 20+ Years | 210+ Publications | 100+ Partners 2,500+ Projects | \$15+ Billion Procured

#### Information Technology

Networking **Data centers** Hardware **COTS** software **ERP** systems

Help desk services eProcurement

Facility Management

maintenance custodial conveyance landscaping pest control security service building systems industrial moving waste management energy management

**Health Insurance/ Medical Services** 

Manufacturing

#### **Business/Municipal/ University Services**

**Dining Services Multi-media rights Fitness equipment Online education** Audio Visual **Document management Retirement Fund** Property management **Communications systems** 

Recycling **Bookstores** Laundry

Construction/Design/ Engineering

Infrastructure Municipal Laboratory Education Hospital Financial Specialty

Renovation **Repair** Maintenance Roofing Demolition **Development Supply chain** 

DBB **CMAR** DB IDIQ JOC Low Bid IPD

What Percent of SOWs / Specs / Reqs / CDs / RFPs are 100% Accurate?





















### Tip #1: Be Aware of Vendor Perceptions

#### **Put Yourself Into The Shoes Of The Proposer**

- The Owner has a favorite vendor they always select
- The Owner always hires the same 3 firms
- You really don't have a fair chance of winning
- The Owner is asking you to submit too much
- Selection process is confusing and/or not transparent
- The Owner does not pay on-time, difficult invoicing
- The Owner micro-manages and control
- The Owner will not allow them to be **efficient**/optimize profit

KU 🛪 🖓 🚺 🖓 BYU 柳



# What impacts would this have if YOU were a vendor?

### **Poor Vendor Perception Can Result In...**



# #1) Don't propose#2) Don't invest in quality proposal#3) Increase price





### Vendors Have Options!!!

### So... we looked at the data



#### CONTRACTOR ASSESSMENT

Regarding Experiences With The

#### OVERVIEW

#### SURVEY RESULTS

56 Contractors responded to the anonymous survey

33% It share that the procurement process in fair, and all wendow have an equal apportunity to win the contract

21% below that the processes process it clear and transported (here understand the olteria that they will be evaluated on, and how the scening will be performed).

75% believe that the State is more concerned about to reat cost rather than highest value

Byth believe that Contractors should be awarded projects based on their overall volue.

31% believe that the Scope of Work contained in each solicitation is complete & accurate

276 Satisfaction with the Designers that are selected by the State of TN

Overall Satisfaction with the Denners they work for : 80%

#### COMPARISON

The following table provides a comparison to grother Public Agencies that have performed similar vendor benchmarking and analysis:

CRIERA	STATE OF	3 PUBLIC AGENCIE S
<ol> <li>The procurament process is clear and transperent.</li> </ol>	2274	8594
a The procurement process is feir	7174	6679
3. The Organization is more conserved about lewest cost rather than value	7594	66h
4. Overall sets/action with the Organization	22.94	11/14
g. Overall statisfaction with other Departmentions.	8194	7916
6 Total number of vendor responses	c5	147

#### **56** Contractor Responses

**68%** believe the procurement process is not fair

75% believe the State is not concerned about value

#### **Overall satisfaction with the State**

31%



### Self Awareness

- Vendor perception is important
- Can't "trick" vendors
- If you are "dangerous" they may disappear







# So how do we attract more high-quality vendors?

### Starts With Your Solicitation

#### RFP

**Request For Proposal** 



City of New Phoenix

Construction Services Cafeteria Renovation and Modernization

RFP Number: 760711

RFP Release Date: 05/18/2017







## Tip #2: Organize & Simplify the RFP

### **Assessing RFP's**









Why Are RFP's So "Bad"?

### Why Do Owners Issue "Bad" RFP's???

- 1. Lack of RFP experience (don't know what to do)
- 2. Too much RFP experience ("this is the way we've always done it")
- **3.** Resistance to change ("we are too busy right now...maybe next time")





### Nothing will make you work harder, work longer, and stress more than working with the *"wrong person"*







### **Common Blunder - Requirements**

#### 4.4 GOALS

The property adjacent to the Campbell Reservoir #2, has been identified for the Campbell Sedimentation Plant. The location provides access to the City system for pretreatment that is downstream of North Thomas Reservoir. An additional water source, State Water Project East Project (SWP-E), is anticipated to be accessible upon successful completion and permitted demonstration of the Grant Pump Station, which will pump SWP-E into the City upstream of the Campbell Reservoir #2.

Campbell Reservoir #2 was constructed in 1982 and is fully lined with asphalt. The lining has not been replaced since its construction and has deteriorated to the extent that maintenance of the reservoir has become difficult. The identified and targeted contaminant concentrations for CITY source water are below:

#### Arsenic

- Ranges: 10 µg/L to 85 µg/L
- Dates: Dec. 2011 Jan. 2018

#### Turbidity

- Ranges: 0.5 NTU to 67 NTU
- Dates: Dec. 2011 Jan. 2018

#### Total Organic Carbons

- Ranges: 2.3 µg/L to 4.2 µg/L
- Dates: Oct. 2016, May 2017

In the response, the Proposer shall identify the form of business (i.e., individual, sole proprietor, corporation, non-profit corporation, partnership, limited liability company) and business location (physical location or domicile). The Proposer should identify how they will meet these goals.

Campbell Reservoir #2 is critical facility for the City system and power generation needs of the City. In its current configuration, the first Los Angeles Aqueduct (CITY1) flows as an open channel into Campbell Reservoir #2 through a concrete inlet structure built at grade. Campbell Reservoir #2 includes a bottom drain outlet that exits to the Marie Tunnel and travels to the CITYFP. The second Aqueduct (CITY2) currently consists of a buried 87-inch diameter pipeline, which connects directly downstream of Campbell Reservoir #2 outlet. Water exits Campbell Reservoir #2 into an outlet pipeline that connects to Marie Tunnel. CITY2 bypasses Campbell Reservoir #2 and connects directly to the outlet pipeline downstream of the reservoir. The outlet pipeline carries the combined flows of CITY1 and CITY2 to Marie Tunnel.

#### Mixing Submittal Requirements Throughout The Document!



### **Common Blunder - Duplication**



#### **REQUEST FOR PROPOSALS**

FOR CONSTRUCTION MANAGER AT RISK SERVICES FOR THE MIAM BEACH CONVENTION CENTER RENOVATION AND EXPANSION PRO.

#### RFP No. 2015-129-ME

RFP00UHWE UNFERINGEN, 2010 PRE-PROPOSAL MEETING DATE: MARCH 19, 2015 AT 2:00 PM LOCAL TIME PROPOSAL DUE DATE: APRIL 9, 2015 AT 3:00 PM LOCAL TIME

\_\_\_\_\_

ISSUED BY:

#### MIAMIBEACH

Maria Estavez, Assistant Director DEPARTMENT OF PROCUREMENT MANAGEMENT 1700 Convention Center Drive, Miami Beach, FL 33139 305.673.7000 x 7490 | MariaEstevez@miamibeachfl.gov www.miambeachfl.gov

na	ority	of	the	MBCC	renova	tion co	mplete	d.

I) By the fall of 2018, the Project must be complete

The dates set forth above for completion of design packages are being verified by Fentress and are subject to change.

#### 8. Anticipated RFP Timetable. The tentative schedule for this solicitation is as follows:

	Issuance of RFP	March 2, 2015
	Pre-Submittal Meeting	March 19, 2015 at 2:00 pm local time
	Deadline for Receipt of Questions	March 30, 2015 at 5:00 pm local time
	Proposal Due	April 9, 2015 at 3:00 pm local time
	Evaluation Committee Meeting	April 16, 2015
-	City Commission Approval Selection	April 29, 2015

The City reserves the right to postpone the date for receipt and opening of proposals and will make a reasonable effort to give at least five (5) calendar days written notice of any such postponement to each prospective processories.

- 10. Proposal Submission: One (1) unbound orginal proposal. 20 copies, and one electronic PDF (in one file) on a flash drive or CD must be received on or before the diss signalated in the Anticipated RPT Trimetable accion. The original proposal and a copies must be submitted to the Department of Procomment Management in a sealed envelope or container stating on the outside, the Proposer name, address, telephone number, PPF number, this accounts of the state time and date specified will be returned to the Proposer unopened. The responsibility of the Proposer. The City is not responsible for delays caused by mail, courier service, traffic, weather or any other occurrence.
- <u>Ptr-Proposal Conference</u>: A Pte-Proposal Conference will be held on the date and time specified in the Anticipate RPF Imstable section. The pre-opposit conference will be held at a location to be determined location (issued via addendum). Altendance (in person or via telephone) to this meeting via and the section of the determined location (issued via addendum). Altendance (in person or via telephone) to this meeting via a webinar can log into Web Address. https://global.gotomeeting.com/jon/882827709, Dial +1 (872) 240-2122. Acress Cance 882-827706
- 12. Procurement Centect: Any questions or clarifications concerning this solicitation shall be submitted to Maria Estrevs. 304-573-240, mestives:a@misimbleading.gv via enail or winting, with a cory to the City Clerk's Office. Rafael E: Cranado via e-mail: RafaelGranado@miambeachtl.gov; or facsimile: 786-394-4168. The RFP Identimates shall be referenced on all correspondence. All questions or requests for clarification must be received to later than the data on time in the Amfosphard RFP Timetable section. All responses to questionsiciantications will be sent to all prospective Proposers in the form of an addendum.
- <u>Documents</u>. All documents released in connection with this RFP, including all appendixes and addenda, whether included herein or released under separate cover, comprise the solicitation, and are

#### 

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachil.gov DEPARTMENT OF PROCUREMENT MANAGEMENT Tel: 306.673 7490 Fax: 786.394.4006

#### PUBLIC NOTICE

REQUEST FOR PROPOSALS (RFP) No. 2015-129-ME (the "RFP") FOR CONSTRUCTION MANAGER AT RISK SERVICES FOR THE MIAMI BEACH CONVENTION CENTER RENOVATION AND EXPANSION PROJECT Miami Reach Florida

The City is seeking proposals from capable construction managers interested in submitting a proposal for Construction Manager AI-Risk services for the Mami Beach Convention Center Renovation and Expansion Project (as hereinafter defined), which, among other timps, includes: 1) the complete renovation of the Mami Beach Convention Center (MBCC' or 'Convention Center') with an expansion of a ballorom and auxiliary spaces; 2) parking above portions of the Convention Center') with an expansion of a ballorom and a 6.5 are public park; and 4) a renovation of Convention Center' Drive, including relocation of utilities.

A Non-Mandatory Pre-Proposal Conference is scheduled for March 19, 2015 at 2:00 pm local time at the following location:

To be determined - Addendum will be issued with location.

Attendance (in person or via telephone) to this meeting is **not mandatory but strongly encouraged.** Proposers interested in participating in the meeting via telephone must follow these steps:

Web Address: https://global.gotomeeting.com/join/882827709

To join the conference call: Dial +1 (872) 240-3212

Access Cade: 282, 227 200

Sealed proposals in response to this RFP must be received by the City of Miami Beach Department of Procurement Management, 3rd Floor, 1700 Convention Center Drive, Miami Beach, Florida 33138, by April 9, 2015 at 3:00 pm local time.

a) On February 11, 2015, Fentress was suthorized to proceed with completion of design development and all technical and other drawings, shop drawings, schedules, diagrams, and specifications, setting forth in defail the requirements for the construction of the Project ("Construction")

#### Documents' or "CDs").

- b) On or about April 29, 2015, it is anticipated that the City Commission will consider the selection of the CMR.
- C) Of of aBout May 20, 2015, if it anticipated that the City Commission will consider a CMR contract to, among other things, fix the CMR's fee and provide for CMR services through the proposed date for establishing a GMP amondment (no or about Clotber 31, 2015).
- d) On or about May 20, 2015 the Construction Documents for an early demolition of certain structures on the north side of the MBCC and site work package for a portion of the Project are to be completed, to permit the CMR to bid the package, obtain all appropriate permits, and enable demolition and site work to begin in the areas north of the MBCC on or about October 1, 2015.
- On or about September 15, 2015, Fentress will produce Construction Documents (anticipated to be approximately 65-75% complete) for the purposes of establishing the GMP. These CD packages will be provided to the CMR, Fentress<sup>®</sup> cost estimator.
- f) On or about September 15, 2015 the CDs for the foundations, structure and building enclosure package are to be completed to enable bidding and permitting for a December 10, 2015 commencement of construction, following the conclusion of the December 4-7, 2015 Art Basel events scheduled to take place at the Convention Center.
- g) On or about September 30, 2015 the CMR will propose its GMP. Such GMP will include the estimate for all trade costs, general conditions, bonds & Insurance, a 5% bidding contingency, a 6.75% escalation contingency, and the CMR fee. The GMP cannot exceed the Project Construction Budget of 471.5 million.
- h) Provided the CRy's budget and design objectives are met, on or about October 15, 2015; the CAY, Commission will consider approval of an emeritance to the CMR contract incorporating the CMP. If the Project is completed within or at the CMP, any bid buy-out savings realized through the bidding and construction process shall be shared at the conclusion of the Project, with 75% retained by the City and 25% paids to the CMR as an additional free.
- i) On or about December 10, 2015, Phase I of the construction shall commence
- j) On or about November 20, 2016, the MBCC will reopen for Art Basel, and 100% of the MBCC exhibit halls and other spaces within the MBCC must be made available for this event (partially renovated and partially in existing condition).
- k) On or about November 20, 2017, the MBCC will reopen for Art Basel, and 100% of the MBCC exhibit hall renovations must be complete, the north junior ballroom must be complete, and the



### Tip #3: Create and Use Submittal Forms

#### **Commonly Overlooked - Submittal Forms**





#### Minimize The Amount Of Time Vendor Has To "Think" About What Is Needed To Submit!

SUBMITTAL FORM A	
<b>Proposer Information</b>	

 Tille

 Email

 Telephone

TAX REGISTRATION CERTIFICATE OR VENDOR REGISTRATION NUMBER
Each Proposer must provide the Controller's Office with a registration account number issued by the Los Angeles
Office of Finance, prior to being paid for any goods or services provided. Persons engaged in any business or
occupation within the City of Los Angeles are required to register and pay the required tax. Businesses, including
Proposers, subject to this tax are issued a Business Tax Registration Certificate (IRTC) or a Vendor Registration
Number (VRN). A BTRC application package is provided in the exhibit of this RFP. Additional information regarding
this requirement may be obtained at Office of Finance. Tax & Permit Division, 200 North Spring Street, Room 101.
Los Angeles, CA 90012, Phone: (844)663-4411, or on the web at http://www.lactiv.ord/Inance/.
Plase provide your
Tax Registration Certificate (ITC) and/or your Vendor Registration Number (VRN) below.

Contact Information (Individual that can be contacted for clarification on this proposal package)

Tax Registration Certificate (TRC):	
endor Registration Number (VRN):	

TAXPAYER IDENTIFICATION NUMBER (TIN)

The Internal Revenue Service (IRS) requires that all service providers and goods and materials suppliers furnish a Taxpayer Identification Number (TIN) to the park that pays them. After the proposal's due date and upon request by Supply Chain Services, the 'Request for Taxpayer Identification Number and Certification (Form V+9) 'SHALL be emailed to the Utility Buyer within's Dsuinses days. Any change in Form V+9 information, including legal name or address of the Proposer, will require a submittal of a new Form V+9. Please provide your Taxpayer Identification Number (TIN) below:

Taxpayer Identification Number (TIN):

CONTRACTOR LICENSE

PROJECT INFORMATION RFP Number: Project Name:

PROPOSER INFORMATION Company Name:

Name

Please provide your California Contractor License below:

Contractor License:

- Simple & fast
- Less frustrating
- Minimize odds of missing a requirement





#### **Easier For Owner To Compare & Evaluate**

SUBMITTAL FORM A
<b>Proposer Information</b>

Telephone	
TAX REGISTRATIO	N CERTIFICATE OR VENDOR REGISTRATION NUMBER
Each Proposer must provi	de the Controller's Office with a registration account number issued by the Los Angeles
	being paid for any goods or services provided. Persons engaged in any business or
occupation within the City	of Los Angeles are required to register and pay the required tax. Businesses, including
Proposers, subject to this	tax are issued a Business Tax Registration Certificate (BTRC) or a Vendor Registration
Number (VRN). A BTRC a	pplication package is provided in the exhibit of this RFP. Additional information regarding
	btained at Office of Finance, Tax & Permit Division, 200 North Spring Street, Room 101,
Los Angeles, CA 90012, Pl	hone: (844)663-4411, or on the web at: http://www.lacity.org/finance/. Please provide your
Tax Registration Certificate	e (TRC) and/or your Vendor Registration Number (VRN) below:

Tax Registration Certificate (TRC):	
endor Registration Number (VRN):	

Contact Information (Individual that can be contacted for clarification on this proposal package)

TAXPAYER IDENTIFICATION NUMBER (TIN) The Internal Revenues Service (RS) requires that all service providers and poods and materials suppliers furnish a Taxpayer Identification Number (TIN) to the party that pays them. After the proposal's due date and upon requerby Supply Chann Services, the "Request for Taxpayer Identification (Number and Certification (Form V-9)" SHALL be emailed to the Utility Buyer within 5 business days. Any change in Form W-9 information, including legal name or address of the Proposer, will require a submittal of a new Form V-9. Please provide your Taxpayer Identification

Number (TIN) below: Taxpayer Identification Number (TIN);

CONTRACTOR LICENSE Please provide your California Contractor License below:

PROJECT INFORMATION RFP Number: Project Name:

PROPOSER INFORMATION Company Name:

Name

Title

Contractor License:

Simple & fast

- Improved Consistency
- Less frustrating (Procurement)

🥢 🚺 Ā 🕅 B

• Minimize odds of missing a requirement



### **Tip #4: Use Procurement Fundamentals**

#### **Core Procurement Fundamentals**



## Not Just Words On Paper!



- Alternative approach to traditional RFP procedures
- Developed based on procurement research
- Maximize: Openness, Fairness, Transparency, Value
- Documented Impacts:
  - Increased performance outcomes
  - Increased competition
  - Increased customer satisfaction (50%)
  - Decreased cost deviations (15%)
  - Decreased project delays (10%)





### **Awarding To Expertise**












## Generic Marketing Information NOT a Plan

# Will say whatever they think the client wants to hear in order to get the job







- <u>Team 3's Plan</u>
  - The Owner's budget cannot accommodate the building program per the requirements.
  - We have identified multiple Value Added options that enable us to meet the budget and still deliver the required number of beds (in order to maximize owner revenue streams):
    - Removal of underground parkade \$2,054,717 savings
    - Reduction in certain finishes (wall panels vs. dry wall) \$67,000 savings
    - Design efficiency opportunities: Adjust net-to-gross ratios in targeted areas of building program (hallways, common spaces). Reduction in building footprint results in significant material savings – net savings \$1,686,149



# **Traditional Presentation Process?**







# **Key Personnel Interviews**

- Conduct an actual 'interview' (not presentation)
- No notes, handouts, presentation material
- Interview 2 key personnel (primary and secondary)

KU 秋 🚺 🖬 BYU 柳

- Project Lead & Integration Lead
- Project Manager & Site Superintendent
- Lead Designer & Lead Architect



# **Key Personnel Interviews**

Interview the personnel individually not as a team

KU 🛪 🖓 🖓 🗛 BYU 🦇

- 20-30 Minutes per person
- General Questions:
  - Background and experience
  - What differentiates you personally
  - What differentiates your key personnel



# Whiteboard Exercise

- Layout the project/service from start to end
- Identify areas of greatest risk/concern
- What activities worry you the most
- Anything that you need from us







# White Paper – XPD Overview

# www.simplar.com/resources

### The Best-Value XPD Approach Implementing the 'Next Practices' in Procurement

### Overview

The Expertise-based Project Delivery (XPD)™ is a complete procurement and project delivery approach. Rigorously tested and refined over the past 2 decades, the XPD™ approach has been utilized on over \$6 Billion in projects and services including: design & engineering, construction, Limited Pages IT software & hardware, business services, financial As the frequency of poor performing projects or services services, facility operations, and more. As many increases, the natural reaction is to add more and more organizations struggle to consistently attract highperforming vendors, the XPD<sup>™</sup> approach utilizes innovative procurement techniques to attract higher quality teams and increase the probability of awarding 100 pages long, which can results in evaluators 'skimming' your contracts to them.

### Key Personnel Drive Success

have a common theme - the expertise and quality of the individuals (the actual people) that were assigned to the project or service. These critical individuals are far more important than the name of the company that signed the contract. High quality individuals are driven to be successful. The XPD<sup>™</sup> approach is highly focused on the expertise of the team that will be assigned to performing your project or service.

### Anonymous Proposals

Improving the 'fairness' of your procurement environmen

This simple technique has shown to attract more firms, increase the quality of proposal contents, and improve the competitiveness of small and disadvantaged businesses.

proposal requirements on future solicitations. Owners are now asking themselves. "How do we evaluate all of this material?" In many procurements, proposals can be 50through the documents.

In the XPD<sup>™</sup> approach, the evaluated proposals are limited Research has found that successful projects and services to 2-5 pages. This allows the evaluators to actually read the entire proposal, and also provides an advantage to the higher-performing firms. This approach has been tested on thousands of procurements of various sizes (up to \$1 Billion), and has proven to be highly successful.

Phases of the Best-Value XPD Annroach





# Tip #5: Clarify the Plan

# Selecting...



## ...Leveraging = Plan before you Sign



ASU KU 🛪 🖓 🗛 BYU 🏴



## **Damage to Rocket-Launch Structure**

## Is There Anything You'd Do Differently?







### Kickoff Planning – Increasing Transparency (Demolition & Site Prep)

- The contractor proposed an alternative procedure for removing damaged steel panels:
  - -\$1 Million cheaper than the specified process
  - Faster than the specified process
  - -Safer than the specified process





# **Final Result**

- Finished ahead of schedule
- O change orders or cost increases
- User saved 60% in cost compared to the ave.







# Update Jan 2017





KU 🕉 🛈 🗛 BYU 🏴



## Tip #6: Most Organizations Need Help to Improve

# **Continuous Improvement**

- If the organization is not improving every day, it will cease to exist in the future
- Not just about doing a facility management function
- FM = facilitators of value & guardians of the strategic mission







# How We Help You Become Better



- 1. **Diagnostics:** Organizational assessment; RFP assessments; comparison to peers; benchmarking; change readiness;
- 2. Change: XPD education, training, support, and administration; IT implementation (communication plan, change plan, resistance planning, training plan, etc.)
- **3.** Measurements: Individual project performance, department reports, organization performance (including Suppliers)
- **4. Talent**: Professional Development & Training, Human Dimensions mapping and talent management/development
- 5. Adoption: Reporting how a change has been implemented and adopted.

# **Conclusion & Takeaways**

- You are not the only 'fish-in-the-sea'
- Increase your awareness of vendor perceptions
- Goal is to attract vendors to our solicitations









- Organize and simplify the RFP to attract vendors
- Avoid duplicative language
- Strictly avoid mixing scope of work with submittal



🚺 🖓 🚺 👬 🕅 🗸 🗸



- Create Submittal Forms for all required responses
- Keep simple (fill in the blanks, check boxes, etc.)
- Avoid making the vendors 'think' about what needs to be submitted

SUBMITTAL FORM A Proposer Information

Project Name:		
ROPOSER IN	FORMATION	
Company Name:		
N	n (Individual that can be contacted for clarification on this proposal package) ame Tile Tile Tile Tile Tile Tile Tile Til	
ach Proposer must ffice of Finance, pr coupation within the roposers, subject to umber (VRN). A BT is requirement may os Angeles. CA 900	1100 CERTIFICATE OR VEDDOR REGISTRATION NUMERIATION CONTRIBUTION CONTRATICON CONTRATIC	by the Los Angeles In any business or Usinesses, including Vendor Registration nformation regarding to Struet. Room 101
Та	Registration Certificate (TRC):	
Ven	dor Registration Number (VRN):	
he Internal Revenue axpayer Identification y Supply Chain Sen mailed to the Utility	NTIFICATION NUMBER (TIN) Service (IRS)) requires that all service providers and goods and materials in Number (TIN) to the party that pays them. After the proposal's due data cices, the "Request for Tarapayer Identification Number and Certification (For Buyer within 5 business days, Any, Anage in Form V-19 information, Inclu- ser, will require a submittal of a new Form V-9. Please provide your Tax	ite and upon request orm W-9)° SHALL be Juding legal name or
Тахра	yer Identification Number (TIN):	
ONTRACTOR lease provide your	LICENSE California Contractor License below:	
	Contractor License:	

🌈 🗓 🖣 BYU 柳





- Adjust your interviewing process
- Interview the key personnel only (on-the-job everyday)
- Whiteboard activity









秋 🚺 🖓 🕅 🕅

- Clarify project expectations... before signing the contract
- Involve the key personnel from your organization
- Get the plan documented!





- Should always be seeking ways to improve
- How can we do it faster, cheaper, more efficiently, more effectively
- Actually doing something different vs education & training







# Where Simplar Can Help

- Assist in scope development
- Writing the RFP for your project or services (IT, any service, construction/design, etc.)
- Running the Procurement so you can hire the best value
- Facilitate partnering with your vendor and Risk Management

### **RESULTS:**

- We can reduce total procurement time by 50-75%
- Better pricing, fewer change orders, minimize delays (avg. 70% reduction change orders and delays)
- Reduce your time managing your vendors by 30-60% (high performers don't need you to tell them what to do)

# Jake.Smithwick@uncc.edu

ASU KU 🛪 🖓 🖓 BYU 柳

