



2025 Achievement of Excellence in Procurement (AEP) Award

Presented to the Audit Committee August 1, 2025

2025 Achievement of Excellence in Procurement (AEP) Award



The AEP Award

- ◆ Established in 1995 by the National Procurement Institute (NPI)
- ◆ Recognized as one of the premier awards in the public procurement profession
- ◆ Award criteria measures innovation, professionalism, productivity, and leadership

How GLWA Scored

- ◆ 200 points possible
- ◆ 100 points must be achieved to earn the AEP award
- ◆ GLWA earned a final score of 135
- ◆ GLWA earned full credit for each criteria where documentation was submitted

2025 Award Winners

- ◆ 216 successful applicants
- ◆ GLWA one of 19 first time recipients
- ◆ GLWA one of three other Michigan agencies to receive this award

Achievement of Excellence in Procurement (AEP) Award

- ◆ Established in 1995 by the National Procurement Institute (NPI)
- ◆ Recognized as one of the premier awards in the public procurement profession
- ◆ Designed to recognize organizational excellence – earned by obtaining a high score based on criteria that measures innovation, professionalism, productivity, e-procurement, and leadership of the procurement organization

2025 AEP Award Winners

- ◆ 216 successful applicants (including GLWA) throughout United States and Canada
 - ◆ 85 cities, 48 counties, 23 special districts, 26 school districts, 15 higher education agencies, 7 state or provincial agencies, and 12 others
- ◆ GLWA one of 19 first-time recipients of the AEP
- ◆ GLWA one of only three other Michigan agencies to receive this award

How GLWA Scored

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AEP Award Criteria

Establishment of a Procurement Ethics Policy

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ that within our procurement policy, we have a procurement ethics policy;
 - ◆ that the policy is posted publicly online;
 - ◆ and that the policy is adopted by the Chief Procurement Official.

Procurement Manual

- 💧 To receive credit for this criteria, GLWA was required to demonstrate:
 - 💧 that we have a procurement procedures manual;
 - 💧 that the manual is posted on a shared agency intranet site that is accessible to team members;
 - 💧 that the procedures manual has been updated during the last five years;
 - 💧 and that the manual is comprehensive, addressing all procurement activities undertaken by the agency.

Continuous Improvement Program

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ we conducted formal surveys of procurement performance completed by our internal customers (GLWA team members) and our external customers (Vendor/Contractors) within the past year;
 - ◆ we offered formal and comprehensive procurement trainings to our internal customers (GLWA team members) and to our external customers (Vendor/Contractors) within the past year; and
 - ◆ we maintained rigorous data on performance metrics related to the procurement function for the recently completed fiscal year and for the prior fiscal year for comparison.

Centralized Procurement Authority

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ that our procurement function maintains centralized procurement authority; and
 - ◆ that GLWA's centralized procurement authority is based in our agency's adopted procurement policy.

Centralized Procurement: describes a procurement function within an organization that has sole authority to buy goods and services for the entire organization. Central procurement leadership provides strategic direction, consistency, and cohesion.

Procurement Organizational Structure

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ that the Procurement Director is equal in authority, independence, and resources to other directorial positions within Financial Services.

Utilization of E-Procurement Automated Technology

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ evidence of electronic sourcing, including online vendor registration, automatic vendor notification, posting of the solicitation and award documentation; and
 - ◆ evidence of an online, centralized system that provides for review and scoring of proposals, notice of required evaluations and deadlines, and digital scorecards that automatically calculate individual scores and provide a means to rank submissions.

Procurement Card System

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ that we have a comprehensive procurement card program (including policies, procedures, training, and monitoring of transactions) with systems in place that provide proper financial controls; and
 - ◆ that a comprehensive audit of the procurement card program (performed independently of the p-card program administration) was conducted within the recently completed fiscal year.

Professional Certification – Procurement Director

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ that the Procurement Director holds a current professional certification in **one** of the following – Current Certified Professional in Supply Management (CPSM), Certified Purchasing Manager (CPM), Certified Public Purchasing Officer (CPPO), Certified Professional Contracts Manager (CPCM), Supply Chain Management Professional (SCMP), or a NIGP Certified Procurement Professional (NIGP-CPP).

Education

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ that our Procurement Director holds a bachelor's degree or higher from an accredited university or college; and
 - ◆ that at least 75% of our Procurement Professional staff (defined as those staff involved in the traditional procurement functions, e.g., buyer, contract administrator, purchasing manager) holds a bachelor's degree or higher from an accredited university or college.

Professional Staff with Leadership Position in Procurement Association

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ that we have a professional procurement staff member with a current leadership position (officer, board member, director, or committee chairperson) in a national, regional, provincial, territorial or state recognized procurement association.
 - ◆ Tina Clinkscales, Team Lead, is immediate past President of the Michigan Public Purchasing Officers Association and also a board member.

Best Value Procurement Policy

- 💧 To receive credit for this criteria, GLWA was required to demonstrate:
 - 💧 that procurement has authority to solicit through a best value procurement method for a broad range of services and commodities;
 - 💧 that the authority to solicit for best value is provided for in our adopted procurement policy; and
 - 💧 that the use of best value procurement method is evident in publicly posted GLWA solicitation documents.

Best Value Procurement:

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.

Continued Pursuit of Excellence

- ◆ To receive credit for this criteria, GLWA was required to demonstrate:
 - ◆ a performance improvement over and above any criterion listed in the AEP application (including a new program, procedure, innovation, process improvement) that solved a problem or improved the performance and efficiency of our agency.

National Procurement Institute Annual Conference

- ◆ GLWA will accept the AEP Award at the 57th Annual NPI Conference in October

Questions?