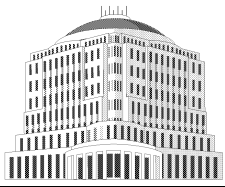


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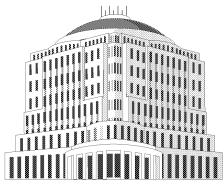
Project/Initiative (Goal: Policy or Process Improvement)	Status Key Milestones	Start Date	Target Date	Accountable
Procurement Code <i>Goal: Minor code revisions</i>	Draft and implement minor changes to code.	2014	2016	David
Strategy/Results - See summary of substantive changes				
Workday <i>Goal: Continual Training for Workday users, implement WD26 & 27 Functionality.</i>	<ul style="list-style-type: none">• Provide user training on a continual basis• Test and implement new functionality included with WD26 & 27.	2016	September 2016	David Teddi Karen Brian Lee
Strategy/Results -				
Contract Management – eSupplier Software <i>Goal: Store, track & manage Term contracts with CM software</i>	Add all contracts to system, implement notification functionality	2014	2016	PCD, TM, Audit, Venues
Strategy/Results - Internet based software system to track contracts, maintain compliance with terms and conditions, bonds, insurance, reporting revenue deadlines, Contract Performance Assessment, M/WBE data, provide task notifications.				



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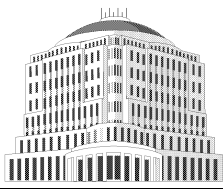
Project/Initiative (Goal: Policy or Process Improvement)	Status Key Milestones	Start Date	Target Date	Accountable
Strategy/Results - eConsultant Software installed; Phase I – (4 Months) Market and recruit consultants to complete online registration process. Phase II – Notifications sent to interested consultants. Consultants complete online and submit all documents electronically; Advisory Committee receives submittals electronically; Advisory Committee scores electronically; reduce errors and streamline evaluation process.				
Construction Solicitation Process <i>Goal: Research Best Practices; Develop procedures, directives; Master contract and related documents.</i>	Refine procedures as needed.	2014	2016	Teddi
Strategy/Results - Phase in construction solicitation process from Public Works to Procurement. Provide uniform procedures and consistency to the procurement process.				



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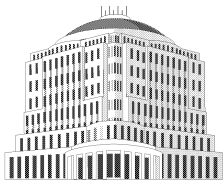
Project/Initiative (Goal: Policy or Process Improvement)	Status Key Milestones	Start Date	Target Date	Accountable
Strategy/Results – Evaluate Adjectival Rating methods; Weighted Point Method.				
Annual Contract Spend/Usage Process <i>Goal: Improved fiscal accountability, control, and reporting</i>	Develop and refine spend data Workday reports.	10/14	08/16	David
Strategy/Results - Review of spend data – provide better and more efficient Annual Contracts.				
Sustainability Plan <i>Goal: Work with Sustainability Committee to identify and develop procurement plan to support Mayor's green initiative</i>	P & P Adoption; Participate in Working Group to review and develop procurement best practices	01/15	2016	David
Strategy/Results - City Stores inventory provides for environmentally sensitive products; As contracts are re-solicited, review specifications with the goals of integrating environmental friendly specs as appropriate.				



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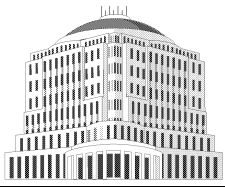
Project/Initiative (Goal: Policy or Process Improvement)	Status Key Milestones	Start Date	Target Date	Accountable
Review and Update <i>Goal: To augment and support current business practices and P & Ps.</i>	Review and update Directives as needed	2014	On Going	David
Strategy/Results – Review and update supplemental Directives				
Supplier Training and Outreach <i>Goal: Improve Supplier's understanding of City's Procurement Process. Promote participation of M/WBE Suppliers</i>	Schedule regular outreach events; Maintain up-to-date training materials; Update PowerPoint	2014	Semi-Annual	David Torry
Strategy/Results - Supplier Diversity Tradeshow; Annual Reverse Tradeshow, CFC NIGP; How to Do Business with the City of Orlando.				
Staff Training Plan <i>Goal: Promote staff development and learning; Peer training through Job Shadowing RFP's.</i>	Case Studies/Situation Analysis. Review and training as Directives are updated	1/2014	On Going	David Teddi
New Hire Training Manual	Review Forms & Processes; Revise New Hire Manual	2014	Review Quarterly	David Torry
Strategy/Results - Peer training – Job Shadowing on RFP's will increase knowledge of method and processes for successful RFP's.				



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Project/Initiative (Goal: Policy or Process Improvement)	Status Key Milestones	Start Date	Target Date	Accountable
Internal Customer Service Training Workshops <i>Goal: Provide using agencies hands on Lab Training, as needed; and Customer Service On-Site Training</i>	Provide training on procurement process and Workday usage on a regular basis	2014	As required, Monthly	David B.
Strategy/Results - Focus on building stronger customer relations, providing using agencies with the knowledge and information through hands-on training, workshops, and customer meetings to better understand the procurement processes and policy and procedures.				
Strategy/Results - .				
City Stores Online Catalog <i>Goal: Provide up-to-date product/pricing information and promote green products</i>	Maintain online warehouse catalog; Identify/integrate ECO friendly products; Customer Satisfaction Form.		On Going	David S. Torry
Strategy/Results - Catalog will help the customer to view and read about the products.				



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Project/Initiative (Goal: Policy or Process Improvement)	Status Key Milestones	Start Date	Target Date	Accountable
Pro-Card Spend Analysis <i>Goal: Analyze spend monthly and annually.</i>		01/2014	Monthly	David
Strategy/Results -				
Emergency Operations Plan <i>Goal: Provide a basis for a coordinated response before, during and after an emergency or disaster affecting the City</i>	Annual review and update.	2014	Semi-Annual	Torry
Strategy/Results – Keep comprehensive Emergency Operations Plan updated. Update flash drive and distribute to staff.				