

PROGRAM DESCRIPTION

Department Office of Administration

HB Section(s): 5.065

Program Name Purchasing Operations

Program is found in the following core budget(s): Division of Purchasing

1a. What strategic priority does this program address?

Procurement of goods and services

1b. What does this program do?

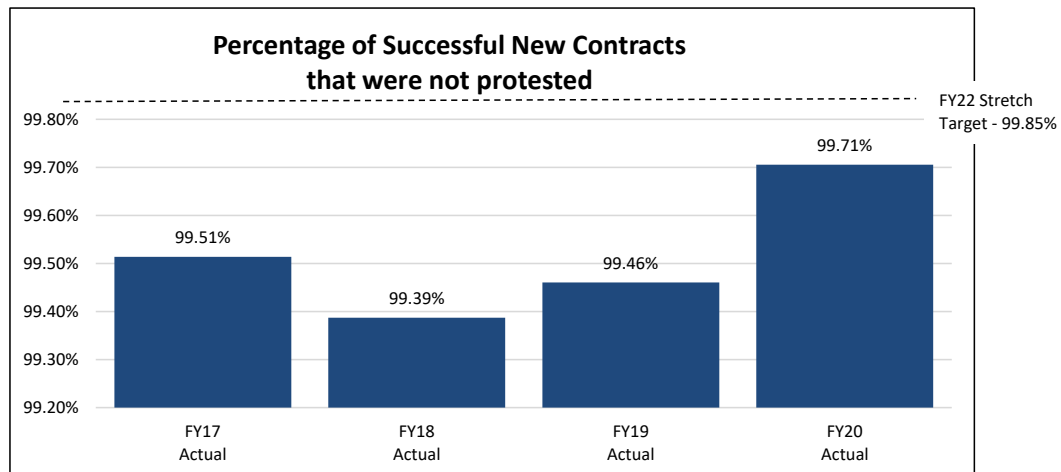
The Division of Purchasing (Purchasing) is responsible for the procurement of all state -required supplies, materials, equipment and professional or general services, except for those agencies exempted by law.

Purchasing executes procurement functions in accordance with applicable statutes by maximizing competition in the procurement process, conducting evaluations and negotiations as appropriate, and awarding contracts to the "lowest and best" vendors.

2a. Provide an activity measure(s) for the program.

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Baseline Target <i>(3 year average)</i>	FY22 Stretch Target
New Bids Issued	488	512	434	478	500
New Contracts Awarded	816	741	679	745	750
Total Active Contracts	1,943	2,715	2,791	2,483	2,500
TOTAL	3,247	3,968	3,904	-----	-----

2b. Provide a measure(s) of the program's quality.



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2c. Provide a measure(s) of the program's impact.

Minority Business Enterprise (MBE)	FY19 Actual	FY20 Actual	FY21 Target (2 year average)	FY22 Stretch Target
# of active contracts with MBE participation	123	136	130	135
Total dollar value of MBE participation	\$184,391,382	\$174,270,438	\$179,330,910	\$188,297,455

Women Owned Business Enterprise (WBE)	FY19 Actual	FY20 Actual	FY21 Target (2 year average)	FY22 Stretch Target
# of active contracts WBE participation	138	156	147	150
Total dollar value of WBE participation	\$107,335,603	\$124,532,716	\$115,934,160	\$121,730,868

Blind/Sheltered Workshops	FY19 Actual	FY20 Actual	FY21 Target (2 year average)	FY22 Stretch Target
# of active contracts with blind/sheltered workshop participation	40	41	41	50
Total dollar value of blind/sheltered workshop participation	\$3,296,262	\$3,824,985	\$3,560,623	\$3,738,655

Service Disabled Veteran Business Enterprises (SDVE)	FY19 Actual	FY20 Actual	FY21 Target (2 year average)	FY22 Stretch Target
# of active contracts with SDVE participation	29	31	30	35
Total dollar value of SDVE participation	\$794,331	\$805,751	\$800,041	\$840,043

TOTAL	FY19 Actual	FY20 Actual
	330	364
	\$295,817,577	\$303,433,890

2d. Provide a measure(s) of the program's efficiency.

Procurement Turnaround Times (days): The number of calendar days between issue date and award date.

		FY19 Actual	FY20 Actual	FY21 Target	FY22 Stretch Target*
Invitation for Bid (IFB) - A solicitation for goods or services that is awarded on the basis of the lowest cost bid meeting the stated specifications.		49	77	45	40
Request for Proposal (RFP) - a solicitation where the evaluation criteria includes cost and other factors, such as experience, expertise, value, method of performance, and quality. The contract is awarded to the overall lowest and best bidder based on the stated evaluation criteria. An RFP also allows for competitive negotiations with the bidders through a best and final offer process.	< \$250,000	86	122	85	75
	> \$250,000	176	173	160*	155**

* Reduced FY20 Target from 170 days to 160 days (Fall 2019)

** Reduced FY21 Stretch Target from 160 days to 155 days (Fall 2019)

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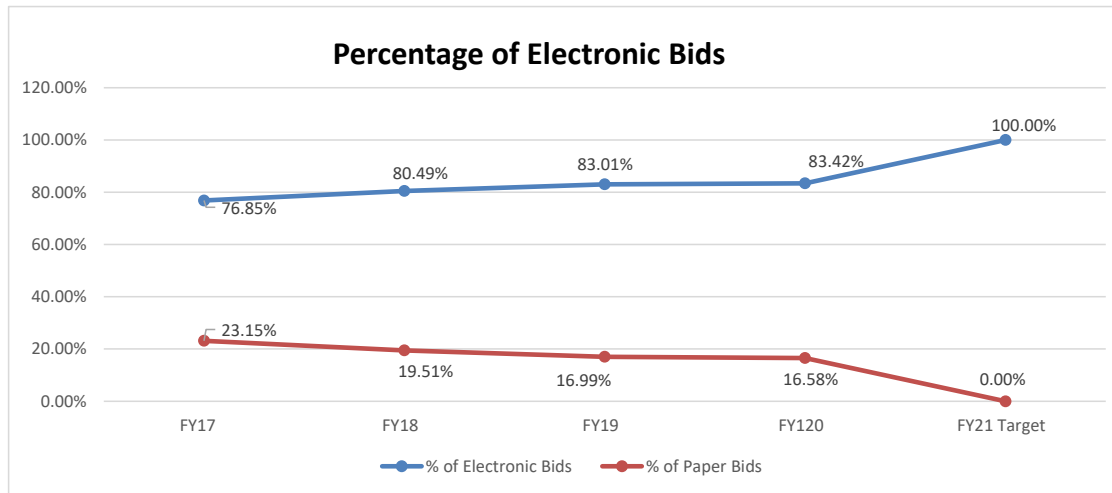
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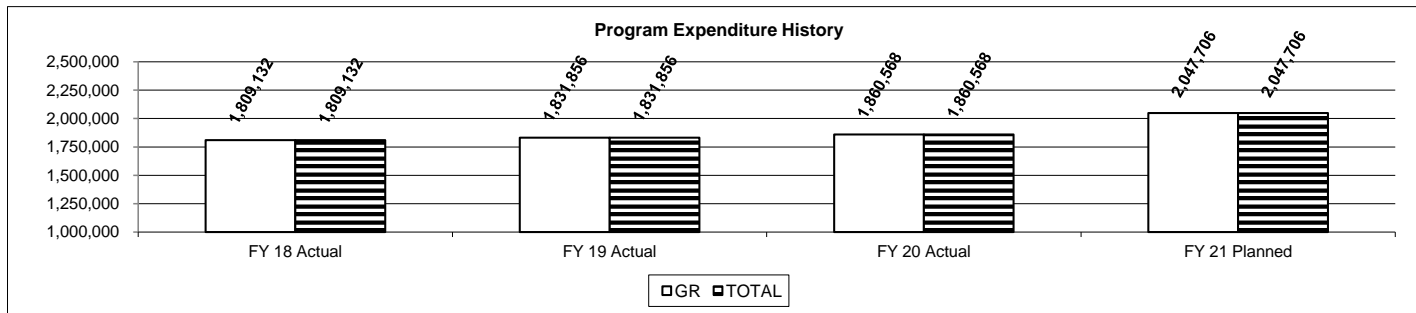
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2e. Provide a measure(s) of the program's efficiency.

Percentage of Electronic Bids vs. Paper - With the new eProcurement system, MissouriBUYS, vendors have been working on transitioning from paper submissions to electronic bidding. With the COVID-19 Pandemic, the Division of Purchasing staff had to quickly move to from working in the office to working remotely which resulted in mandating that vendors respond using MissouriBUYS. Since March 2020, the Division of Purchasing has received all bid responses from vendors electronically and plans to continue this in the future. The graph below shows the Percentage of Electronic Bids received over the last several fiscal years.



3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (Note: Amounts do not include fringe benefit costs.)



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4. What are the sources of the "Other " funds?

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 34, RSMo

6. Are there federal matching requirements? If yes, please explain.

No

7. Is this a federally mandated program? If yes, please explain.

No