

City of Aurora



Doing Business with the City of Aurora

Presenter

Nathan Jones, Procurement Supervisor

WHO ARE WE?



The Office of Purchasing Services aspires to bring “best value” to the City of Aurora by acquiring quality goods, services, and construction at fair price through contracts with commercial sources.

- Public Sector Agency
- Chapter 2, Article VI of the City Code of Ordinances governs the Purchasing Division
 - Municipal Code can be found on the City’s website at: https://aurora.municipal.codes/Code/2_ArtVI

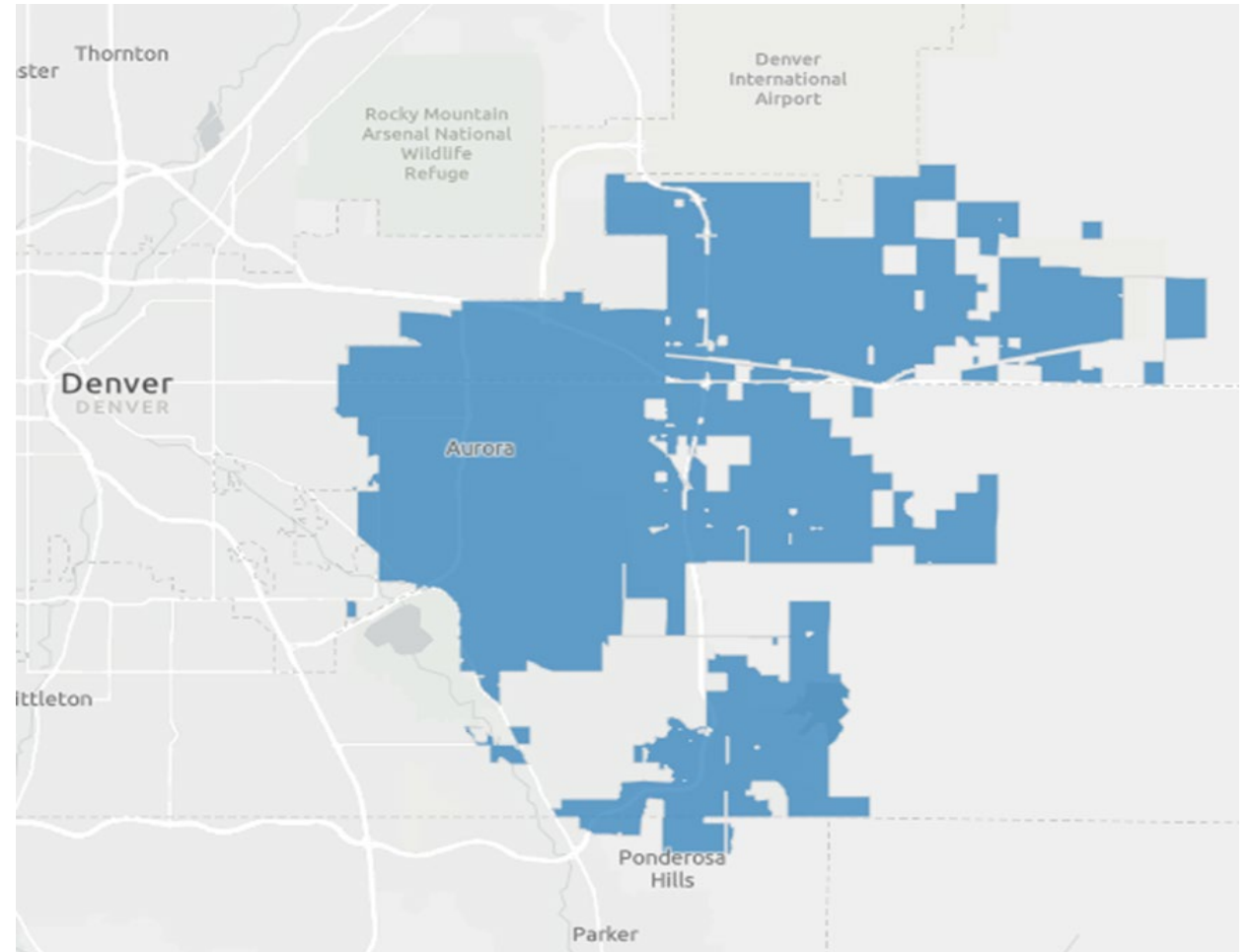


WHERE ARE WE LOCATED?



Aurora Municipal Center (AMC)

Purchasing Services Division
15151 East Alameda Parkway
Aurora, Colorado 80012



WHAT DO WE BUY?



The City purchases a vast array of goods and services such as:

➤ **Professional Services**

- Architectural, Engineer, Construction Management, Auditor, and other specialized services (consultants)

➤ **Construction**

- New construction and maintenance and/or repair work relating to infrastructure or real property

➤ **Services**

- Contracts in which a contractor is assigned a specific task to complete independently, without direct supervision, and which may not require the delivery of a final product (i.e.: custodial, landscaping, preventative maintenance for equipment, rental, refuse collection, window washing, painting, and other skilled trades.

➤ **Goods**

- Items not including significant construction or labor cost such as: IT equipment, office supplies, fleet, materials, etc.

WHAT DO WE BUY? (*continue*)



General Overview

- The City's Purchasing Program is centralized for purchases of \$25,000.00 or more
 - Less than \$25,000.00 – discretionary (competition is NOT required)
 - \$25,000 to \$49,999.99 – Informal Process
 - \$50,000.00 and greater – competitive process (competition is required, unless * or **)
 - Request for Proposals (RFP)
 - Invitation for Bid (IFB) / Invitation to Bid (ITB)
 - Statement of Qualifications (SOQ)
- * Non-competitive: Cooperative Agreements (State Price Agreement, MAPO, etc.), Single-Source (City Code identifies 10 conditions that are exceptions), or Sole-Source
- ** Emergency Purchases
 - Request for Information (RFI)
- **Required Reporting**
 - All awards including Change Orders of \$50,000.00 or more are reported to City Council for approval through Purchasing's Weekly Report (available on the City's website).

HOW DO WE ADVERTISE?



All competitive solicitations on behalf of the City of Aurora are published on the Rocky Mountain E-Purchasing System (BidNet) website: <https://www.bidnetdirect.com/colorado/city-of-aurora>

- Registration Option:
 - Free of Charge – vendor must monitor for contract opportunities
 - Paid Subscription – vendor will receive notifications on contract opportunities matching their service code.
- BidNet Vendor Support
 - Phone Number: 1-800-835-4603
 - Email: support@bidnet.com

Small Business Enterprise Program (SBE)

- Designed as an outreach rather than compliance driven program
 - Courtesy emails to the different Chamber of Commerce's via BidNet
- Encourage indirect awards with small businesses as subcontractors from large businesses contractors/consultants receiving awards of \$250,000 or greater.
 - Good-faith effort to award 10% of all anticipated subcontracting dollars to small businesses

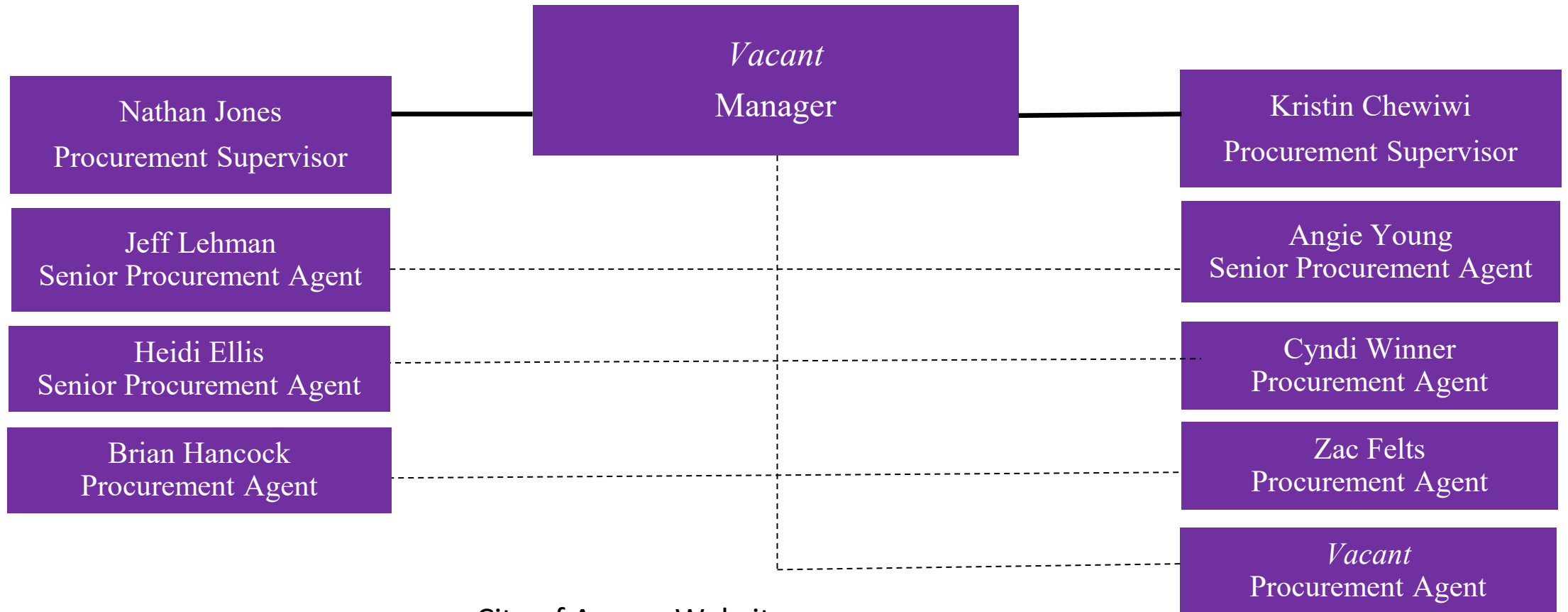
HOW WIDE-SPREAD IS OUR SERVICE BASE?



We support various public sector organizations by ensuring transparent, efficient, and cost-effective procurement processes. Whether it's managing large-scale contracts, facilitating bid submissions, or ensuring regulatory adherence, we are dedicated to delivering effective procurement solutions that meet the unique needs of public entities.

- Development Services – groups core engineering and building development functions
 - Building Division, Development Review, Office of Development Assistance, and Office of Process Improvement
- Public Works – Capital needs, delivering, and maintaining high-quality infrastructure for the community
 - Transportation and Mobility, Project Delivery, Operations (Streets/Facilities), Capital Planning, and Administration
- Other Departments
 - Police, Fire, Aurora911, Parks Recreation Open Spaces (PROS), Library & Cultural Services, Fleet, Finance, Information Technology, Human Resources, Communications, Housing & Community Services, and Aurora Water

HOW TO CONTACT US?



City of Aurora Website: www.auroragov.org

Phone: 303-739-7100

Email: PurchasingORR@auroragov.org



QUESTIONS?