

# Quarterly Update on the NBU Development and Vendor Process

- NBU Plan to Enhance Developer and Vendor Processes

- March 26, 2026



# NBU Plan to Enhance Developer and Vendor Processes

- Welcome and Purpose
- Cultural Norms – Purchasing and Legal Culture
- Data Discovery (Revisit Top 10 List)
- Implemented Improvements
- Survey Update - National Institute of Government Procurement (NIGP)
- Staff Training Update
- Project Management Office (PMO) Process Improvements
- Update on Developer and Vendor Engagement
- Next Steps and Timeline

## **Mission**

Strengthening our community by providing resilient essential services

+

## **Vision**

Be a trusted community partner dedicated to excellence in service

+

## **Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# Welcome and Purpose

## Mission

Strengthening our community by providing resilient essential services

+

## Vision

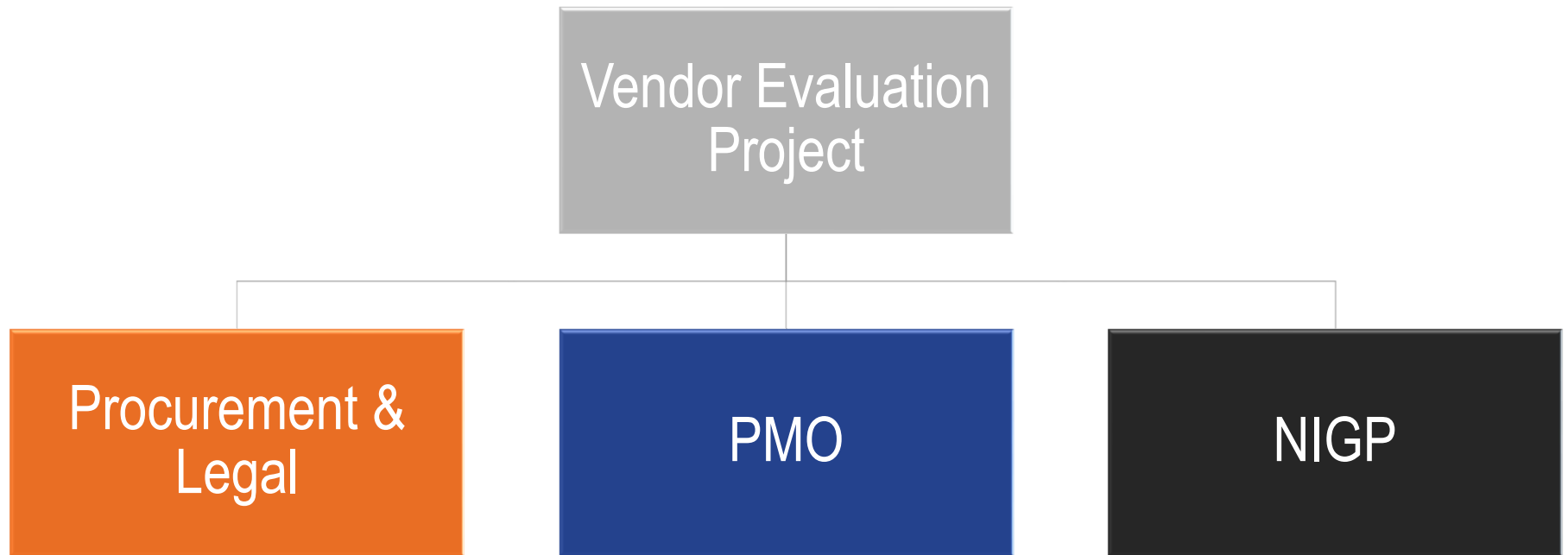
Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Welcome and Purpose



## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Cultural Norms

(see handout)

## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Data Discovery

## (Revisit Top 10 List)

### **Mission**

Strengthening our community by providing resilient essential services

+

### **Vision**

Be a trusted community partner dedicated to excellence in service

+

### **Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# Top 10 List

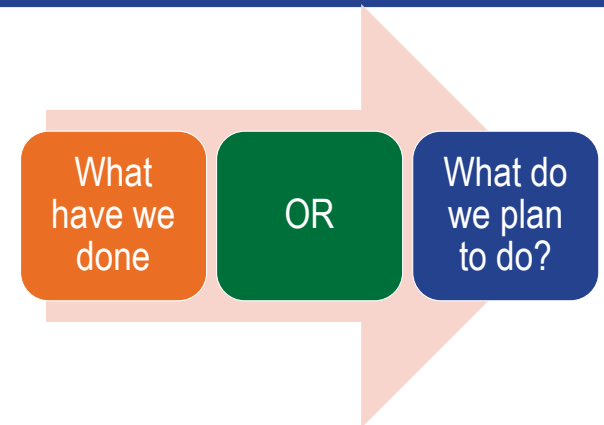
10. Notification of Award

9. Evaluation Duration

8. Solicitation Rework

7. Solicitation View-Only Activity- **in progress**

6. Vendor Satisfaction - **in progress**



## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

## Top 10 List (continued)

5. Vendor Profile Data

4. Pre-Bid Meeting Attendance -

3. Amendment Frequency - **in progress**

2. Contract Amendment Cycle - **in progress**

1. Contract Lifecycle - **in progress**

What  
have we  
done

OR

What do  
we plan  
to do?

### Mission

Strengthening our community by providing resilient essential services

+

### Vision

Be a trusted community partner dedicated to excellence in service

+

### Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Implemented Improvements

## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

## Implemented Improvements

1. OpenGov - Go Live by November 30th
2. DocuSign - Go Live by November 30<sup>th</sup>
3. Implementation of new legislative threshold of \$100,000
4. Vendor Notifications - Notifying vendors of ranking

### Mission

Strengthening our community by providing resilient essential services

+

### Vision

Be a trusted community partner dedicated to excellence in service

+

### Core Values

Safety, Team, Integrity, Culture, and Stewardship

## Implemented Improvements

- 5. Updated Requisition Process
  
- 6. Purchasing to approve certain contracts without template deviations
  
- 7. Scheduling Event conducted on November 10<sup>th</sup>   
FY26 & FY27 Budget + Capacity Planning for Procurement

### Mission

Strengthening our community by providing resilient essential services

+

### Vision

Be a trusted community partner dedicated to excellence in service

+

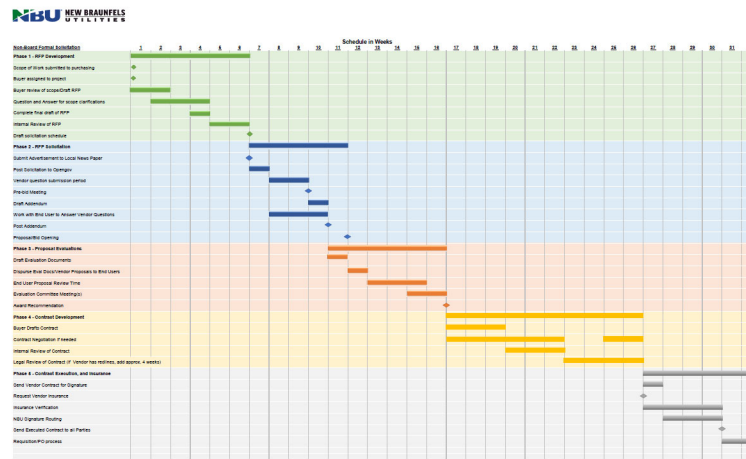
### Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Implemented Improvements

8. Procurement Types and Timelines (quick reference) ✓

9. Implemented weekly purchasing scheduling meetings with end users ✓



## Mission

Strengthening our community by providing resilient essential services



## Vision

Be a trusted community partner dedicated to excellence in service



## Core Values

Safety, Team, Integrity, Culture, and Stewardship

## Implemented Improvements

10. Automated Scheduling of New Requests – **in progress**

11. Updating Purchasing Policy – **in progress**

12. Automating Legal Templates – **in progress**

### Mission

Strengthening our community by providing resilient essential services

+

### Vision



Be a trusted community partner dedicated to excellence in service

+

### Core Values

Safety, Team, Integrity, Culture, and Stewardship

## Implemented Improvements

13. Moved the Real Estate Services Department from the Director of Legal to the Director of Engineering - 
14. Amendments sent directly to Legal Department – **in progress**
15. Director level of leadership added for oversight - 

### Mission

Strengthening our community by providing resilient essential services

+

### Vision

Be a trusted community partner dedicated to excellence in service

+

### Core Values

Safety, Team, Integrity, Culture, and Stewardship

# National Institute of Government Procurement (NIGP)

## **Mission**

Strengthening our community by providing resilient essential services

+

## **Vision**

Be a trusted community partner dedicated to excellence in service

+

## **Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# Survey Update

Survey sent on \_\_\_\_\_ by NIGP

## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Staff Training Update (External + Internal Offering)

## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Staff Training Update

## New Horizons Project Management Fundamentals Training

- March 2<sup>nd</sup> and 3<sup>rd</sup> - 18/20
- March 4<sup>th</sup> and 5<sup>th</sup> - 17/20

## Internal Amendment Training

- March 31<sup>st</sup> – Water Engineering

## Procurement Evaluation Training

To be offered April timeframe

## Internal Scope Focused Training

Being developed by Learning & Engagement – July timeframe

### **Mission**

Strengthening our community by providing resilient essential services

+

### **Vision**

Be a trusted community partner dedicated to excellence in service

+

### **Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# PMO Process Improvements

## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

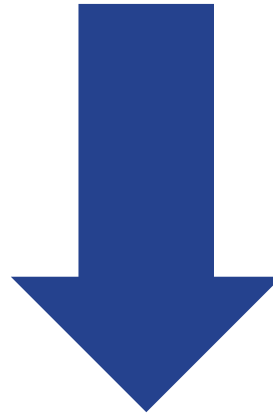
+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# PMO Process Improvements

**Midpoint Survey  
(project pulse check)**



**Closeout Survey  
(project reflection)**

## **Mission**

Strengthening our community by providing resilient essential services

+

## **Vision**

Be a trusted community partner dedicated to excellence in service

+

## **Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# Developer and Vendor Engagement

## Mission

Strengthening our community by providing resilient essential services

+

## Vision

Be a trusted community partner dedicated to excellence in service

+

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Developer and Vendor Engagement

## Developer and Vendor Meetings

- Southstar at Mayfair – **12/01/2025**
- Freese and Nichols – **01/13/2026**
  - *Follow-up with Freese and Nichols* – **03/24/2026**
- Quiddity – **02/24/2026**
- HMT Engineering & Surveying – **03/24/2026**

### **Mission**

Strengthening our community by providing resilient essential services

+

### **Vision**

Be a trusted community partner dedicated to excellence in service

+

### **Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# Next Steps and Timeline

**Mission**

Strengthening our community by providing resilient essential services

+

**Vision**

Be a trusted community partner dedicated to excellence in service

+

**Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# Next Steps and Timeline

## Next Steps

1. NIGP Survey Results - April
2. Data Gathering Updates
3. PMO Process Improvements
4. More Vendor/Developer Meetings

### **Mission**

Strengthening our community by providing resilient essential services

+

### **Vision**

Be a trusted community partner dedicated to excellence in service

+

### **Core Values**

Safety, Team, Integrity, Culture, and Stewardship

# NBU Plan to Enhance Developer and Vendor Processes

## Thoughts?

### **Mission**

Strengthening our community by providing resilient essential services

+

### **Vision**

Be a trusted community partner dedicated to excellence in service

+

### **Core Values**

Safety, Team, Integrity, Culture, and Stewardship