



GLWA

Great Lakes Water Authority

GLWA Vendor Outreach Contact Guide 2023

Welcome to the Vendor Community!

We are very excited to welcome you to the Great Lakes Water Authority. We hope that you will find the information presented helpful and interesting.

We have a group of professionals dedicated to excellence, continuous improvement, and transparency. This directory supports those objectives by providing direct access to the person who can best answer your questions.

We thrive on your feedback! Please do not hesitate to contact a member of our team with your comments or suggestions.

OUR MISSION

The Procurement Team is a strategic cross-functional partner whose goal is to provide and manage effective and efficient procurement processes and procedures for the acquisition of quality goods and services in support of the Great Lakes Water Authority's mission and goals.

OUR VISION

The Procurement Team is a service oriented, dedicated team of professionals who support business partners with the best possible procurement, negotiation, financial and informational resources. We achieve this by creating an environment that enhances productivity and transparency for qualified vendors with open and fair access to Great Lakes Water Authority business opportunities.

FINANCIAL SERVICES AREA

The Financial Services Area supports GLWA's Mission and Vision through a dedicated team committed to transparency, collaboration, innovation, and continuous improvement while fostering a positive work environment.

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Procurement Activities and Goals

The Procurement Group manages activities involved in acquiring the goods and services that GLWA needs to support its daily operations.

These activities encompass:

- Strategic sourcing of goods and services, including the preparation and award of contracts and/or purchase orders
- Logistics and materials management, including inventory control, reception and inspection of supplies, storekeeping, and salvage & disposal operations
- Contract Management
- Vendor Outreach and Vendor Performance
- Business Inclusion and Diversity (B.I.D.) Program

Our Goals:

- Maximize service satisfaction through effective cooperative and cross-functional relationships with our business partners and external customers
- Maximize cost containment, cost avoidance, and acquisition savings
- Provide education and training relating to the policies, procedures, automated systems operation, processes and regulations related to the acquisition of goods and services
- Promote a positive, efficient and effective work environment
- Implement, promote and maintain sound business practices and auditable procedures
- Ensure that all GLWA groups are following procurement policies and procedures in an effective manner

Procurement Leadership

The Procurement Group manages activities involved in acquiring the goods and services that GLWA needs to support its daily operations. These activities encompass:

- Strategic sourcing of goods and services, including the preparation and award of contracts and/or purchase orders
- Logistics and materials management, including inventory control, reception and inspection of supplies, storekeeping, and salvage & disposal operations
- Contract Management
- Vendor Outreach and Vendor Performance
- Business Inclusion and Diversity (B.I.D.) Program



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Administrative Support

Procurement Administrative Support staff supports all phases of GLWA's procurement operations for each one of GLWA's procurement buying teams.



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Strategic Sourcing - Water and Field Services

The Water and Field Services Procurement Buying Team supports the strategic sourcing of goods and services for GLWA's Water operations, including the preparation and award of contracts and/or purchase orders.



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Strategic Sourcing - Wastewater Procurement

The Wastewater Procurement Buying Team supports the strategic sourcing of goods and services for GLWA's Wastewater operations, including the preparation and award of contracts and/or purchase orders.



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Strategic Sourcing - Enterprise Procurement

The Enterprise Procurement Buying Team supports the strategic sourcing of goods and services for GLWA's Planning, Organizational Development, Information Technology, Public Affairs, Security and Integrity, and Financial Services operations including the preparation and award of contracts and/or purchase orders.



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Administration - Vendor Outreach

The Administration and Vendor Outreach team tracks, audits, and communicates procurement processes and procedures as well as develops and manages the vendor relationships that support procurement operations. Activities include:

- Vendor Outreach and Vendor Performance
- Business Inclusion and Diversity (B.I.D.) Program
- Procurement Pipeline
- Procurement Pulse
- Analytics and Reporting
- Bonfire and Smartsheet
- Procurement Cooperatives
- Change Order Reviews



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Contract Management

The Contract Management Team tracks, manages, and measures GLWA's portfolio of contracts, increasing efficiency and enabling cost savings.



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Logistics & Materials

The Logistics & Materials team manages activities involved in acquiring the goods and services that GLWA needs to support its daily operations. These activities encompass:

- Logistics and materials management, including inventory control, reception and inspection of supplies, storekeeping, and salvage & disposal operations



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Financial Reporting & Accounting

The Financial Reporting & Accounting Group consists of five teams: Accounts Payable, Payroll, Construction Accounting & Reporting, Financial Reporting and Treasury Accounting & Financial Reporting.

The Financial Reporting & Accounting Group provides assistance to both our internal and external customers with all transactional accounting needs which include payroll processing, construction accounting, accounts payable services and financial reporting.



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Accounts Payable

The Accounts Payable team is responsible for paying suppliers, processing GLWA employee expense reimbursements, and responding to all payment inquiries. The Accounts Payable team can assist you with any question or issue concerning payments.



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How To Contact Us

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Office of the Chief Financial Officer

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For More Information

GLWA Procurement Policy

www.glwater.org/doing-business-with-glwa/

For Open Solicitations

www.glwater.bonfirehub.com/login

The Procurement Pipeline

www.glwater.org/doing-business-with-glwa/



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