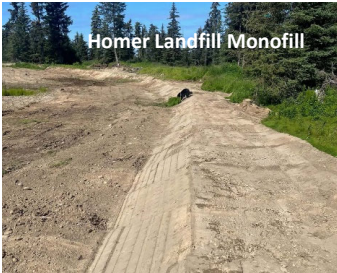


# Purchasing and Contracting Department



Kenai Peninsula Borough  
Purchasing & Contracting  
Department



# Department Mission



**Mission:** Provide “Procurement Support” Services to various entities of the Borough with an objective to obtain materials, equipment, and contract services in a timely, cost effective manner, and at the best value to the Borough and to provide value added “Project Management” services to departments and service areas of the Borough.



**Kenai Peninsula Borough  
Purchasing & Contracting Department**

# Department Mission

- Provide internal Procurement and Project Management support services to all agencies of the Borough.
- Establish and maintain consistent procurement principles.
- Maximize fair and open competition.
- Maximize to the fullest extent practicable, the value of Borough funds.
- Maintain consistent project development and project management policies.
- Provide accurate Project data from concept through delivery.



**Kenai Peninsula Borough  
Purchasing & Contracting Department**

# Value Principle



- Drive Value through Strategic Engagement of the market place.
- Cost avoidance through assessment of hard cost and soft cost Values.
- Value Driven Project Development

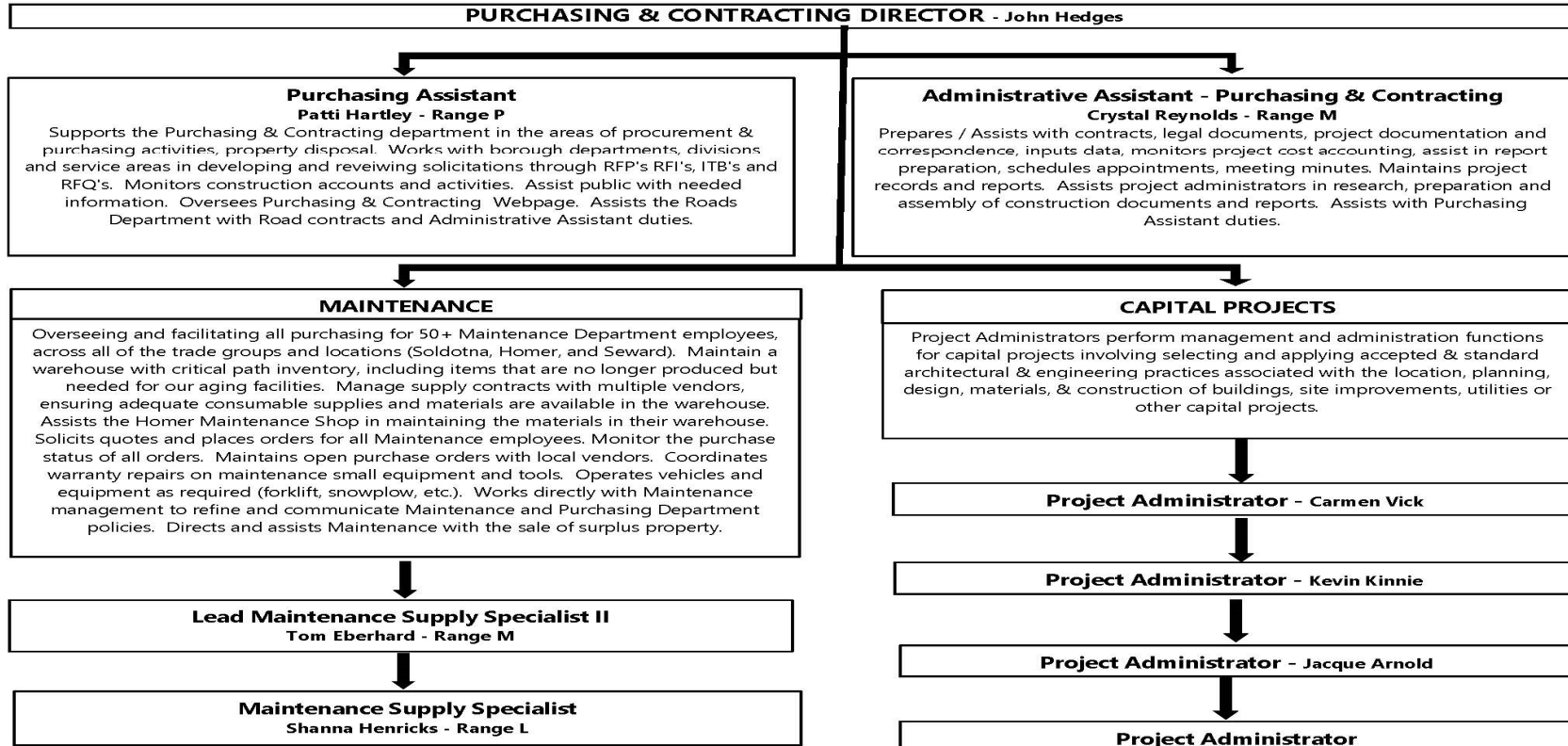
**VALUE = FUNCTION PERFORMANCE/RECOURCES**



**Kenai Peninsula Borough  
Purchasing & Contracting Department**

# Purchasing and Contracting Organizational Chart

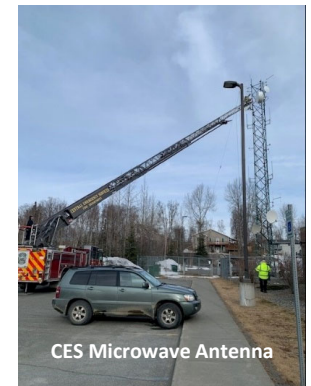
## PURCHASING AND CONTRACTING DEPARTMENT ORGANIZATIONAL CHART



**Kenai Peninsula Borough  
Purchasing & Contracting Department**

# FY 2024 Accomplishments

- 1) Maintained advancing efforts On procurement and Capital Projects with minimum staffing and elevated work load.
- 2) Advanced the CES Fire Station #1 project in preparation for construction to begin in the construction season of FY24
- 3) Worked closely with KPBSD in an effort to resolve some of the issues surrounding the 2023 Bond projects.
- 4) Completed the Roof Replacement of Homer Highschool.
- 5) Implemented the use of DocuSign for long Form contracts.
- 6) Developed and Implemented an online Public Information notification platform for Road Service Area Capital Improvement projects.
- 7) Assisted in the advancement of the Borough's State Capital requests allowing for consideration and discussion with the stakeholders.



**Kenai Peninsula Borough  
Purchasing & Contracting Department**

# Major Long-Term Issues

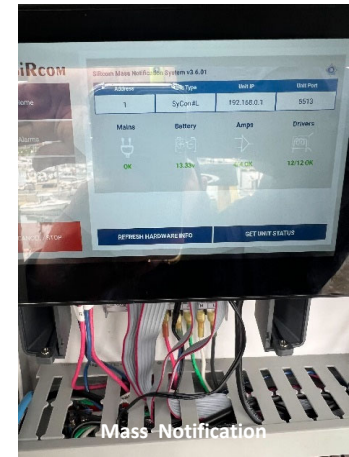
- 1) Inflation and Escalation.
- 2) Improve inventory supply chain management.
- 3) Identify efficacies to improve Borough internal business processes.
- 3) Reduction in State Capital Funding.
- 4) Limited funding for Major maintenance and capital improvements.
- 5) Minimal master planning Borough wide.



**Kenai Peninsula Borough  
Purchasing & Contracting Department**

# FY 2025 New Initiatives

- 1) Complete the development of an areawide 5 year capital plan.
- 2) Review and recommend updates to the antiquated portions of Borough's purchasing code.
- 3) Develop a public advertising and information web page for Borough purchasing and contracting opportunities.
- 4) Continue to work on the advancement of the 2023 School Bond Projects.
- 5) Assist in the development of more centralized Borough facilities management.
- 6) Provide continuing education project management professional training and leadership training to staff.
- 7) Adopt and implement the use of project management software.



**Kenai Peninsula Borough  
Purchasing & Contracting Department**



# Active Capital Projects

- Area Wide 5 year Capital Plan
- SPH Facilities assessment
- SPH CON project
- SPH Long term Care HVAC
- K-Selo Value Engineering and Schematic Design
- Nikiski Rec. Service area Pool deck renovation
- Broadband improvement project
- 7 RSA/CIP Road improvement projects
- Kenai Spur Highway Extension- Close out
- CES Station #1 Construction
- Seward flood service area misc. mitigation work
- CPL Leachate processing improvements
- KPBSD BAS controls projects
- KPB/KPBSD Security access
- 2023 School Bond Projects
- Homer Middle School Kitchen
- BAB Roof Replacement
- Seward Middle School Brick Veneer repair
- Oil Well Road Fish Pass Culvert
- Dieckgraeff Road and culvert improvements
- Road Service area RIAD projects



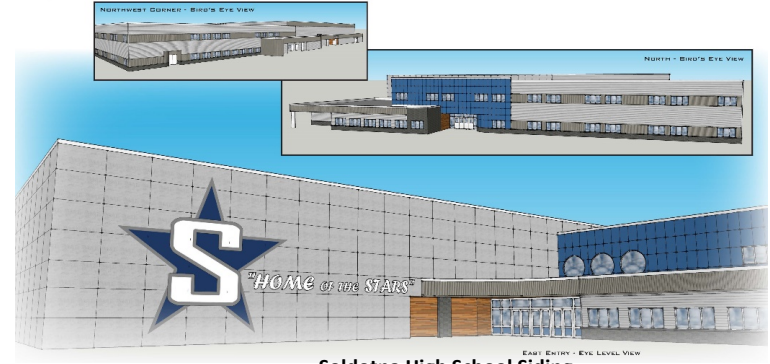
**Kenai Peninsula Borough  
Purchasing & Contracting Department**



Seward Bear Creek  
Flood Service Area



South Peninsula Hospital Roof



Soldotna High School Siding



Eastway Drainage



Eastway Drainage



CPL Leachate Phase 1



BAB Chiller



**Kenai Peninsula Borough  
Purchasing & Contracting Department**