



Policy

Policy Title: Procurement Excellence

Number:A5200

Policy Type: Administrative

Responsible: VP, Administrative Services

Related Policies: B3005, B3006, B3007, B3008

Linked Operating Standards: A5200.00

Related Laws: [30 ILCS 235/0.01](#); [110 ILCS 805/3-27.1](#)

Related External Standards: [GFOA](#)

HLC Criterion: 2A, 3D, 5B, 5C

Policy Statement

Shawnee Community College (SCC) values the prudent utilization of resources. It also develops and administers programs, services, and facilities that are consistent with the district's financial base and that benefit the greatest number of individuals.

Our commitment to procurement excellence is based on transparency, timeliness and accountability, as all decisions and actions are documented and accessible and user-friendly to (and for) stakeholders. All procurement activities adhere to the highest standards of ethical conduct, avoiding conflicts of interest and ensuring fair treatment of all suppliers and vendors. Procurement decisions are made based on achieving the best value for the money with consideration to not only the initial cost but also the total lifecycle cost, quality, and sustainability of goods or services and areas of risk management activity. The procurement process prioritizes sustainable and socially responsible practices, including considering environmental impacts and promoting local and diverse suppliers.

To those ends, the Vice President of Administrative Services (VPAS) is directed to develop, implement, and continuously improve collaborative processes aimed at maintaining efficient and effective procurement processes, as well as establishing ethical, sustainable purchasing practices and accounting procedures to ensure the wise use of resources.

Change Log		Governance Unit: Administrative Services Council
Date	Description of Change	
06.27.24	Initial Approval	