



# Alphabet Soup: Your Georgia Procurement Certification Updates





# Alphabet Soup – One letter at a Time!



- Basic Certification
- Employees who need basic understanding of State procurement tools, procedures, and policies and will be creating Request for Quotations solicitations



- Employees responsible for writing and managing the RFP process
- Included in GCPM



- Employee must complete GCPA Basic Certification prior to being eligible to pursue GCPM status
- Includes RFP Certificate courses
- Contract Management course is required



- Employees whose responsibilities include coordinating and administrating the P-Card Program at their facilities (P-card Administrators or designees only)



# Unscrambling the Letters: What's New?!



- ✓ **Legal Issues** pulled pending revision
- ✓ **How to Conduct a Self-Audit** pulled pending new Audit process
- ✓ **Basics of Writing Specifications** going online!



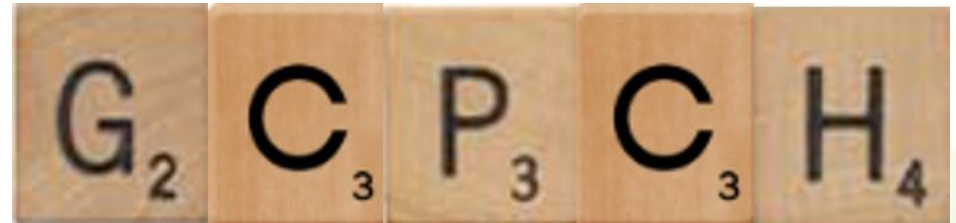
## Unscrambling the Letters: What's New?!



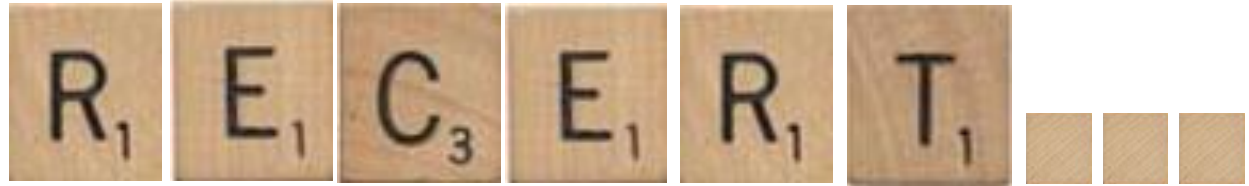
- ✓ **RFP Template** pulled pending revision
- ✓ **Negotiations** is for APO/CUPO or designee ONLY



## Unscrambling the Letters: What's New?!



- ✓ **Georgia Certified P-Cardholder**
- ✓ **Pending** for finalization of process
- ✓ **Official Communication** will be sent out



**CEUs can be earned by completing the following:**

***Attending events/training/presentations from an accredited purchasing organization!***

**SPD training courses:** Retake any SPD course that you initially took to complete your certification (GCPM, GCPA, GCPCA), AFTER two (2) years, and you will receive CEUs for retaking those classes. No exam required when retaking these courses as refreshers after two (2) years.

**SPD-hosted conferences, webinars, and other events:** Georgia Procurement Conference; GPM Changes; SWC Announcements; SPD Policy Updates; SPD Training Updates



40/5



Students have **three attempts** to pass in **ten business days!**

If third attempt failed, course **MUST** be retaken!

A large, bright yellow starburst graphic with a black outline. Inside the starburst, the text '3/10' is written in a large, bold, black font.

3/10



- ✓ When are you hiring a new trainer?
- ✓ What's going on with the LMS?
- ✓ What classes do I take for TGM access?
- ✓ Once I earn my GCPM do I have to recertify GCPA?
- ✓ What should go to my APO/CUPO for processing if I have not completed the RFP certificate?
- ✓ When will the new training schedule be posted?
- ✓ How do I get access to the LMS?
- ✓ How to I recertify?





Dorna F. Werdelin  
404-463-4044

Procurement Help Desk  
Contact Center  
404-657-6000



Dorna F. Werdelin  
Dorna.werdelin@doas.ga.gov

Training Mailbox  
training@doas.ga.gov