APO/CUPO Meeting
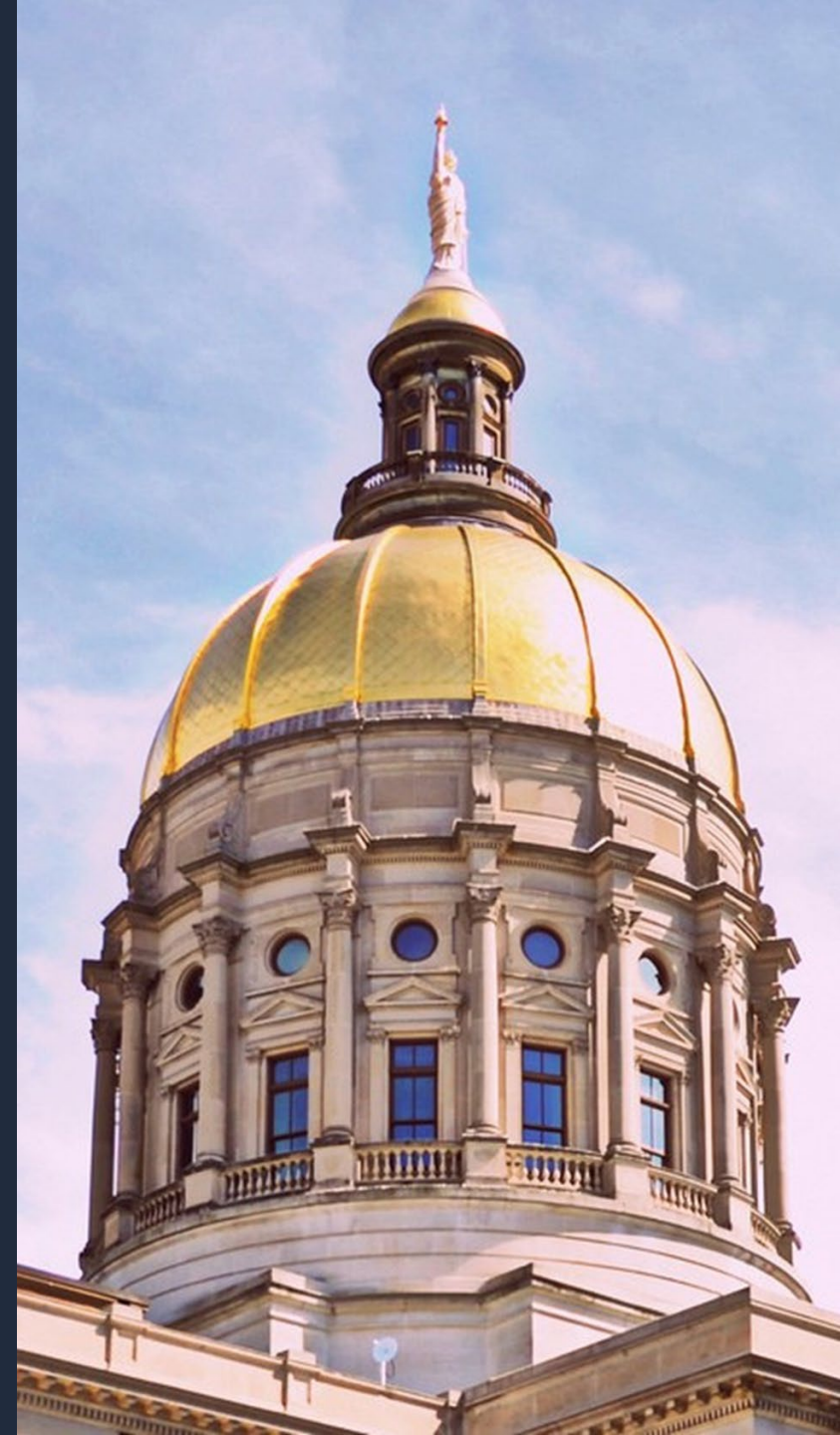
December 3, 2025

Welcome

Carrie Steele

Deputy Commissioner

DOAS State Purchasing Division

Welcome New APO/CUPOs

Indra Alamo

CUPO

Columbus Technical College

Matthew Ferreira

CUPO

Abraham Baldwin Agricultural College

Welcome New APO/CUPOs

Amy Shephard

CUPO

Atlanta Metropolitan College

Bobby Addison

CUPO

University of West Georgia

Welcome New APO/CUPOs

Shari Hudson

APO

Georgia Forestry Commission

Jameia Pullen

CUPO

Oconee Fall Line Technical

College

Welcome New APO/CUPOs

Michael Davidson

Interim CUPO

Georgia State University

Addrenna Gilchrist

APO

Department of Human

Services

Agenda/Presenters

GA@WORK Revised Go-Live Data

Carrie Steele and Jim Barnaby

GA@WORK Super User Program

Mary Chapman and
Rhonda Zubas

Agency Sourcing Updates, PeopleSoft RFx Closing Reminders, & Contract Amendments and Extensions
Kelli Jones-Meek and Rebecca Krystopa

Statewide Contracts Update

Jill Jackson

P-Card Program Updates

Becky Alexander

SPD Training Program Updates

Mary Chapman

Agenda/Presenters

DOAA Report Recommendations

Gerald Schaefer and Mary Chapman

NIGP Code Exempt List Updates

Rebecca Krystopa and Mary Chapman

Small Business and Supplier Diversity Program

Mary Chapman and Terrence Crawford

SPD Sendoffs and Closing Remarks

Carrie Steele

GA@WORK
Revised Go-Live Date

Carrie Steele and Jim Barnaby

GA@WORK
Delivered by The NextGen Project

Timeline Changes

What's happening?

The go-live date for GA@WORK is moving from
April 2026 to July 2026
This includes HCM/Payroll, Finance and Procurement.

What's Changing?

- **Fiscal Year** – Will go live on a fiscal year, so conversion, scope, and deployment (cutover) activities will be adapted to reflect a fiscal year go-live.

- **Agencies** – Due to unique challenges, GDOT will go-live at a later date.

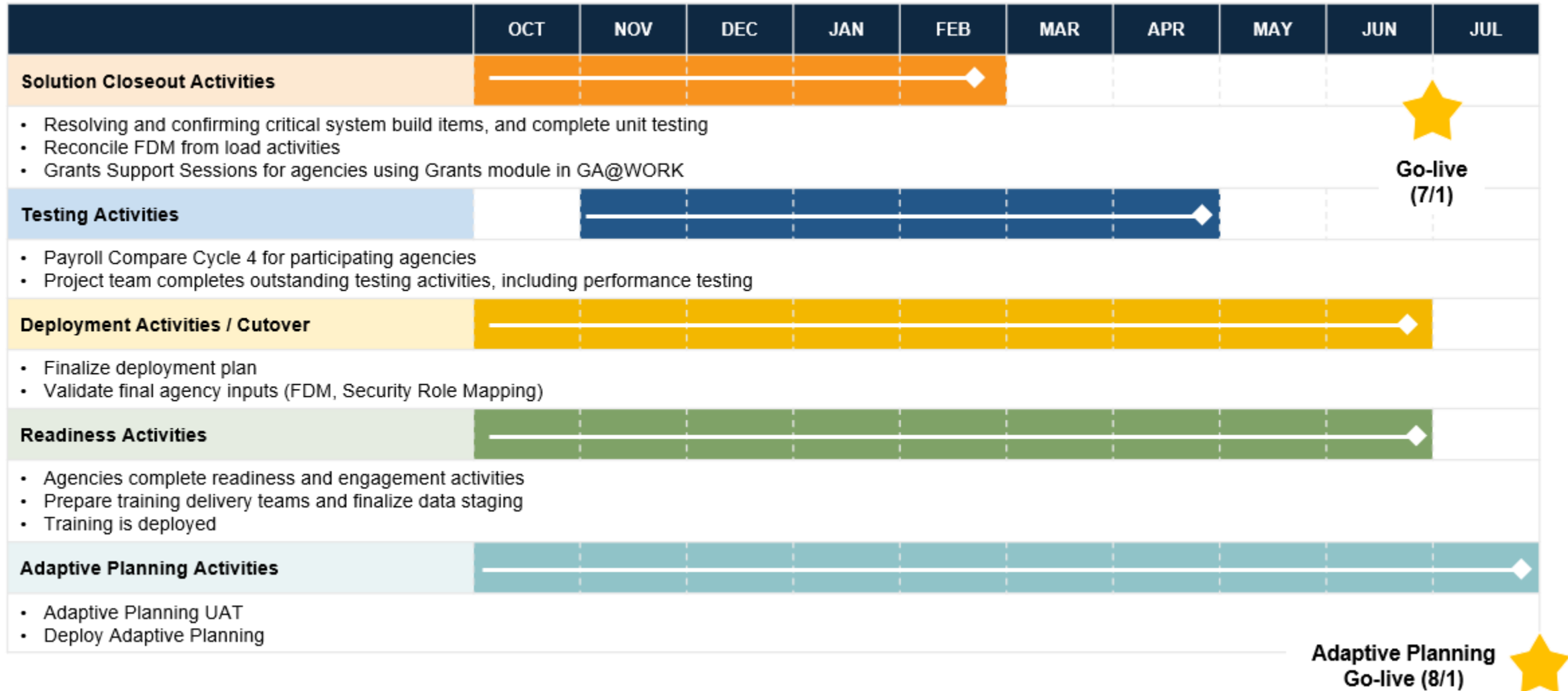- **Training** - The training timeline is being adjusted.

What's Not Changing?

- **Project activities will continue as planned** – Agencies continue to engage with the project team (submit Super Users, continue data cleanup, complete the Agency Login/Authentication Readiness Form, participate in Payroll Compare, etc.)
- **Project scope** – No new functionalities or development work is being considered as part of the timeline extension

Next Steps

Additional and new details will be shared in upcoming Stakeholder meetings.

GA@WORK
Delivered by The NextGen Project

July 2026 Go-Live Timeline

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Solution Closeout Activities	████████	████	████	████	████◇				⭐	

- Resolving and confirming critical system build items, and complete unit testing
- Reconcile FDM from load activities
- Grants Support Sessions for agencies using Grants module in GA@WORK

Go-live (7/1)

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Testing Activities		████	████	████	████	████	████◇			

- Payroll Compare Cycle 4 for participating agencies
- Project team completes outstanding testing activities, including performance testing

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Deployment Activities / Cutover	████████	████	████	████	████	████	████	████	████◇	

- Finalize deployment plan
- Validate final agency inputs (FDM, Security Role Mapping)

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Readiness Activities	████████	████	████	████	████	████	████	████	████◇	

- Agencies complete readiness and engagement activities
- Prepare training delivery teams and finalize data staging
- Training is deployed

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Adaptive Planning Activities	████████	████	████	████	████	████	████	████	████	████◇

- Adaptive Planning UAT
- Deploy Adaptive Planning

Adaptive Planning Go-live (8/1) ⭐

GA@WORK
Delivered by The NextGen Project

GA@WORK
SUPER USER
PROGRAM

Mary Chapman & Rhonda Zubas

The Role of a Super User

Become a Program Influencer

- Positively influence the transition to GA@WORK and quickly support end user questions/concerns regarding the new system
- Provide feedback to Super User Support Team to ensure end user needs are met

Provide Subject Matter Expertise

- Complete Super User orientation and training to become familiar with new business procedures and processes
- Review the Training Curriculum from an end user's perspective. Raise any agency specific nuances that may need to be addressed in **agency level training**. Understand the agency-specific guidance that end users will need at their respective agency.
- Access early bird training for new functionality

Collaborate with Internal Agency-Specific Training Teams

- Participate in expanded GA@WORK training to build system knowledge and skills
- Understand and communicate to their agency any agency-specific guidance that might be needed to supplement training

Provide Agency-Level Post Go-Live Support

- Become an extension of the GA@WORK support team post go-live and support additional end user training at your agency for agency employees, as necessary
- Continue to engage with the Super User support team and play a primary role in agency end user support and GA@WORK training sustainment

Agency + Super User relationship

Super Users are recognized in their agency for their expertise. They are the agency's "GA@WORK support resource" and should be available for questions and engagement.

Within an individual agency, the following groups make up the GA@WORK ecosystem:
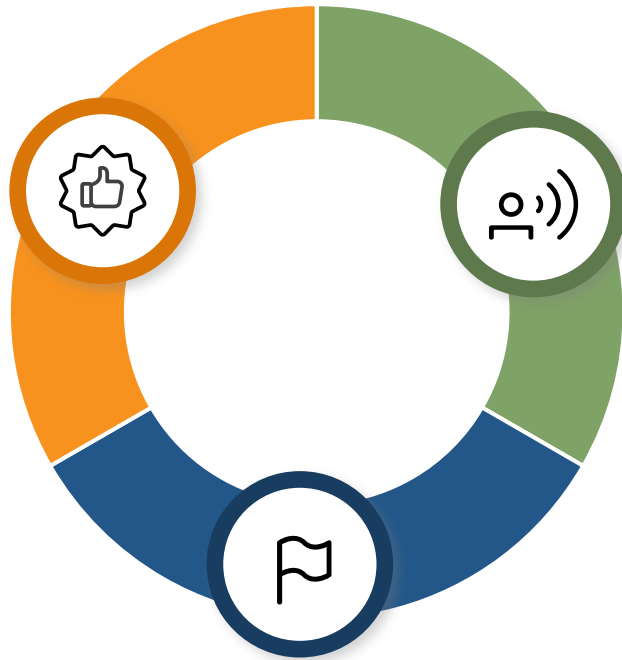
Agency Heads, HRDs, CFOs, CIOs, APO/CUPOs

Influential leaders who are important conduits of support, and may provide insight into workstreams

Agency POC / NCN

Serves as a liaison between the project and agency for communication and readiness

Super User

An agency's Tier 0 support to help promote a smooth transition and lack of disruption to work

These groups collaboratively working will improve and build upon the agency's successful adoption of GA@WORK.

GA@WORK
Delivered by The NextGen Project

Agency Sourcing Updates, PeopleSoft Solicitation Closing Reminders, & Contract Amendments and Extensions

Kelli Jones-Meek and Rebecca Krystopa

System Transition Plan

- State entities **publishing new or managing existing** electronic solicitations through Team Georgia Marketplace™ (TeamWorks/PeopleSoft) must ensure all events are **under evaluation by:**

May 4, 2026

- Request for Proposals (RFP)
- Requests for Quotes (RFQ)
- Requests for Qualified Contracts (RFQC)
- Requests for Information (RFI)

- **Note that state entities are not being instructed to stop procurement activities.**
- DOAS special approval needed for any sourcing event to remain open beyond these dates.
- DOAS will provide instructions on how to finalize TeamWorks sourcing events that are not awarded or cancelled prior to Go-Live.

If you have questions, please reach out to: agency.sourcing@doas.ga.gov.

May 4, 2026

System Transition Plan

GA@WORK

- **Go-Live:** July 1, 2026
- **Blackout dates for TeamWorks:** To be announced

Exceptions

- **IMPORTANT:** If there is a need to maintain an open solicitation or post a new solicitation in TeamWorks after the **May 4, deadline** has passed, please submit a request. SPD will work with all impacted state entities to either grant exceptions, as applicable, or provide an alternative solution. Please work with SPD to ensure there are no negative impacts to your entity.

- **One Time DPA Request/Agency Sourcing Request:** https://service.doas.ga.gov/app/answers/detailopa/a_id/1603

If you have questions, please reach out to: agency.sourcing@doas.ga.gov.

FY26 Year-End Cutover

Agency Sourcing Support

SPD must receive the following requests no later than **Friday, February 6, 2026**:

- Request for Proposals (RFPs) estimated to exceed the state entity's DPA and to be encumbered with SFY 2026 funds;

SPD must receive the following requests no later than **Friday, March 6, 2026**:

- Proposed Sole Sources with an estimated value of $500,000 or more to be encumbered in SFY 2026; and

- Proposed Cooperative Purchasing/Consortia notices above the state entity's DPA per GPM Section 1.3.4.4 Cooperative Purchasing to be encumbered in SFY 2026.

For any questions or concerns about this deadline, please contact agency.sourcing@doas.ga.gov

FY26 Year-End Cutover

Contract Extensions

For any contract amendments, extensions, or renewals requiring SPD prior approval that must be finalized by June 30, 2026, SPD recommends submitting these requests to spdpolicy@doas.ga.gov no later than **Friday, March 6, 2026**.

Statewide Contracts Update

Jill Jackson

Contract Management Updates

- Promotions / New Team Members

- List of renewals, extensions, and new implementations

- Industrial Medial & Specialty Gas – Air Products – two – year extension; continuing to review to provide best options for agencies

- E-Verify report complete/submitted

- Vendor Management – refer suppliers directly to their assigned Contract Manager for needed updates

- Buyer's Digest Articles

P-Card Program Updates

Becky Alexander

GA@WORK
Delivered by The NextGen Project
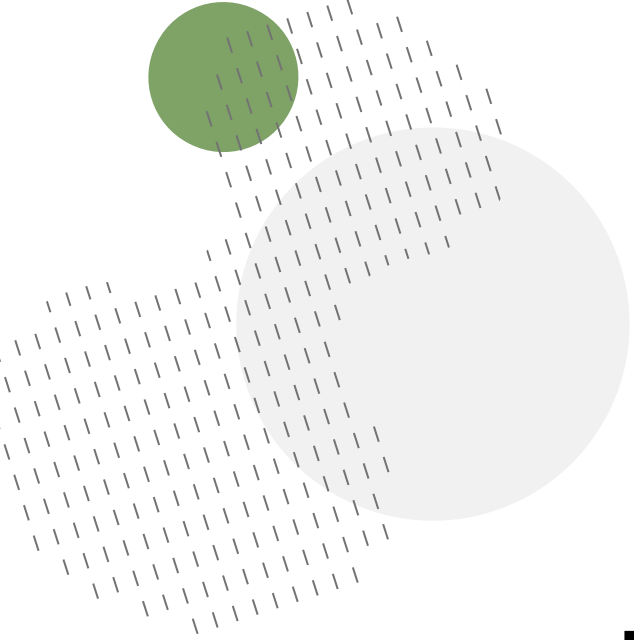
P-Card

cardprograms@doas.ga.gov

Annual Self-Assessment

Due December 1

Roundtables

January 26, 2026

Reminders

Prior Approvals

Documentation with Transaction

Reconciliation

Policy Update

Coming Soon

GA@WORK
Delivered by The NextGen Project

BREAK

10 MINUTES

SPD Training Program Updates

Mary Chapman

Q3 Instructor-Led Training Schedule

- **Q3 (January – March 2026)** instructor-led training courses are available in Team Georgia Learning
- Policy Course Offerings:
  - Fundamentals of State Purchasing 1010L
  - Contract Administration (7000L)
  - RFP Negotiations (8000L)
  - P-Card Program Management (8850L)
- System Course Offerings:
  - eProcurement for PO Buyers (TGM40L)
  - Jaggaer Sourcing Director (TGMU55L)
- https://doas.exceedlms.com/

Sunsetting PeopleSoft System Training

Team Georgia Marketplace™

Instructor-Led Training Courses	Transition Activities
• TGM40L eProcurement for PO Buyer • TGM50L Strategic Sourcing • TGM60L Supplier Contracts Management	• Final course offerings in FY26 Q3 (January – March 2026) • **Recommended for new hires only requiring system access** • Please do not take for CEUs • Final session will be recorded and published for reference along with training materials • **Q4**: PeopleSoft Instructor-led training will be waived for any new hires requiring system access; APO must provide support

Sunsetting PeopleSoft System Training

Team Georgia Marketplace™	
eLearning Training Courses	**Transition Activities**
- TGM10W Navigating the PeopleSoft TeamWorks Financial and Supply Chain Management Systems - TGM20W eProcurement for Requesters - TGM25 Assigned Cart (TCSG Only) - TGM30W eProcurement for Approvers and Exercise Activities (TGM30E) - TGM70H and 80H P-Card Administrator and Voucher Training (One-on-One) - TGM100W Purchasing Card Reconciliation and Approval	- All eLearning courses will remain available through **Team Georgia Learning system black-out date** (To be announced) - One-on-One P-Card system training will remain available; please contact Joel Wilcox at joel.wilcox@doas.ga.gov

Already Certified?
You keep it!

All SPD Certification programs completed by **Team Georgia Learning system black-out date** (to be announced), will be valid.

To maintain certification, the learner must complete a minimum of 40 hours of continuing education units (CEUs) and apply for recertification.

Note: SPD will no longer offer Team Georgia Marketplace™ (PeopleSoft) system instructor-led training (ILT) after **March 2026**.

SPD Training
Questions and Answers

Q: Is SPD still enrolling students into the current GCPA, GCPM and GCPCA learning paths?

A: Yes, SPD is still enrolling students into the current certification learning paths. However, please keep in mind that students may not be able to complete the certification as PeopleSoft instructor-led training will only be offered on a limited basis during Q3. No PeopleSoft instructor-led training will be offered during Q4. Requests for certification enrollment may be sent to georgia.learning@doas.ga.gov.

Q: Will SPD establish new certification paths that incorporate GA@WORK system training?

A: Yes, SPD will launch its new GCPA, GCPM and GCPCA learning paths to incorporate GA@WORK and GA@WORK Marketplace system training. These paths will be called "learning programs" in GA@WORK Learning. The new learning programs will be available in **GA@WORK Learning** after **the July 2026 go-live**. Students will be able to **self-enroll** into learning programs in GA@WORK Learning; submitting an email request to SPD will no longer be necessary.

Q: What if I don't complete the GCPA, GCPM or GCPCA prior to the Team Georgia Learning black-out date?

A: SPD will not transition "in progress" learning paths to GA@WORK Learning. Only completions will be migrated. Students seeking certification must self-enroll into the new learning programs available. However, students will receive credit for any individual courses and tests completed prior to the black-out date (within last 5 years) to the extent those courses are included in the new learning programs. For example, a student completing the 1010L Fundamentals of State Purchasing course as of March 2026 could apply that toward the GCPA learning program after go-live.

Q: What is the impact on SPD training availability?

A: All **eLearning** courses will continue to be available through the Team Georgia Learning black-out date (to be announced).
SPD will continue to offer **instructor-led** training as follows:

- **PeopleSoft** instructor-led training will be available on a limited basis in Q3 (recommended for *new hires only requiring system access*). No PeopleSoft instructor-led training will be offered during Q4.
- **GA@WORK** instructor-led training begins Q4 and will be available only to students requiring the system role as identified through security role mapping.
- **Policy** (non-system) instructor-led training will be available on a limited basis in Q3 and Q4.

Deadline: Prior to January 1, 2026

Want to keep access to Procurement U courses? Take action! NASPO and PPA members will enjoy unlimited access to the complete Procurement U catalog, with all NASPO-developed courses still available at no additional cost

For more information visit https://www.joinppa.org/how-to-participate/#join-ppa
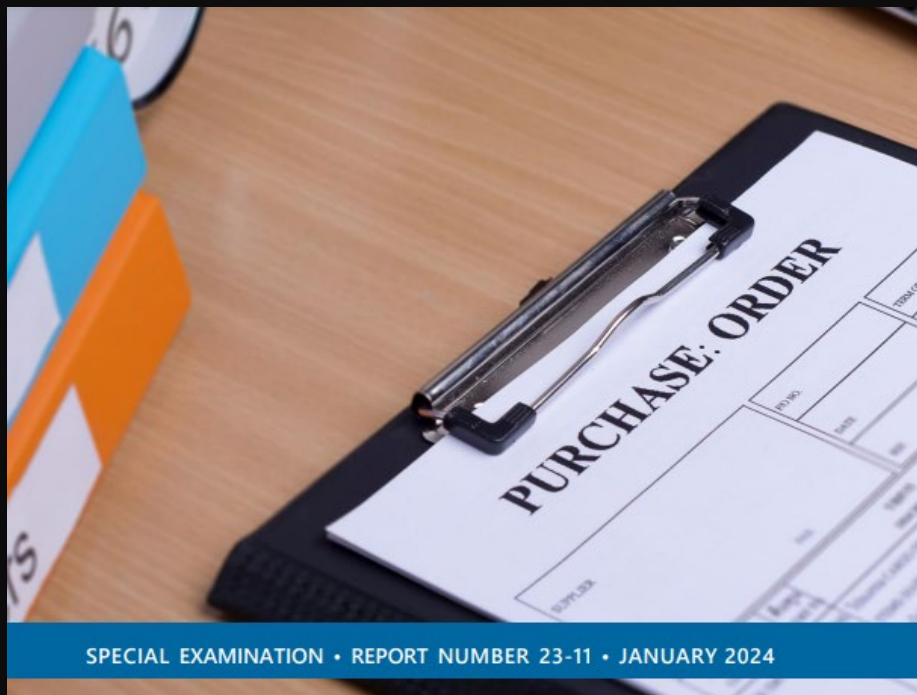
https://www.naspo.org/procurement-u/

DOAA Report Recommendations

Gerald Schaefer and Mary Chapman

- Georgia Department of Audits and Accounts – Special Examination
- Requested by the Senate Appropriations Committee
- Conducted with informational assistance from SPD and the University System of Georgia
- Reviewed sample of purchasing activity over FYs 2021 – 2023
- 6 Participating State Entities
- 6 Findings and 8 Recommendations

Audit Recommendations

Appendix A: Table of Findings and Recommendations
(Responding Agency Indicated)

	Agree, Partial Agree, Disagree	Implementation Date
Finding 1: State purchases largely comply with state competitive bidding requirements with a few exceptions. (p. 7)	Agree – All Agencies	N/A
No recommendations		
Finding 2: Statewide controls largely ensure purchases comply with competitive bidding requirements, though additional guidance and audits would likely lead to fewer noncompliant purchases. (p. 11)	Agree – DOAS	N/A
2.1 DOAS should provide additional clarification and examples on what constitutes a related purchase that would collectively count toward the $25,000 competitive bidding threshold in the GPM. It should update relevant training with this additional clarification.	Agree – DOAS	June 2025
2.2 DOAS should conduct periodic audits of a sample of additional types of purchases between $25,000 and $50,000, as well as periodic audits of direct-to-voucher purchases that collectively exceed $25,000 for a single supplier.	Agree – DOAS Agree – DNR	FY 2026 and 2027
2.3 In consultation with partner agencies, DOAS should include additional information system controls in the forthcoming NextGen ERP system.	Agree – DOAS	FY 2027
2.4 USG should ensure these additional controls are in place across all information systems used by its institutions.	Agree – DOAS	No date
Finding 3: Opportunities exist to strengthen state entity controls related to competitive bidding requirements. (p. 16)	Agree – DOAS, DBHDD, DCH, DHS, DNR Partially Agree – USG	N/A
3.1 Entities should have documented procedures or a series of checklists that cover all procurement office responsibilities from requisition approval to PO approval.	Agree – All Agencies	DOAS – June 2025 DBHDD – No date DCH – July 2024 DHS – July 2024 DNR – No date USG – In place

Findings without recommendations – best possible scenario

	Agree, Partial Agree, Disagree	Implementation Date
3.2 Entities should conduct periodic formal reviews of recent purchases.	Agree – All Agencies	DOAS – June 2025 DBHDD – No date DCH – July 2024 DHS – July 2024 DNR – No date USG – June 2024
Finding 4: State entities largely use exempt NIGP codes only for exempt items, though incorrect NIGP codes were observed for other purchases. (p. 21)	Agree – All Agencies	N/A
4.1 APOs/CUPOs should implement a process to ensure correct NIGP codes are used on all purchase orders.	Agree – All agencies	DOAS – June 2025 DBHDD – No date DCH – July 2024 DHS – March 2024 DNR – In place USG – June 2024
4.2 DOAS should provide a stand-alone course on NIGP code use for requestors, buyers, approvers, and APOs/CUPOs.	Agree – DOAS	June 2025
Finding 5: Controls are appropriately designed to discourage entities from using emergency purchases to bypass state competitive bidding requirements. (p. 23)	Agree – DOAS	N/A
No recommendations		
Finding 6: State entities largely used statewide contract codes for purchases correctly, though information system controls should prevent other observed errors. (p. 25)	Agree – DOAS	N/A
No recommendations		

Audit Recommendations

FINDING #2

Statewide controls largely ensure purchases comply with competitive bidding requirements, though additional guidance and audits would likely lead to fewer noncompliant purchases.

RECOMMENDATION

DOAS should provide additional clarification and examples on what constitutes a related purchase that would collectively count toward the $25,000 competitive bidding threshold in the GPM. It should update relevant training with this additional clarification.

Draft GPM Updates: Clarifying $25,000 Bid Threshold

Mary Chapman

PCAP Working Group

Current Policy

GPM Section 1.3.4.5. Open Market Purchases

The state entity may not split reasonably foreseeable or related purchases into two or more transactions for the purpose of circumventing the requirement that any purchase of $25,000 or more be based on competitive bidding.

(*Some examples identified in Table 1.9*)

Table 1.9 Examples – Reasonable Foreseeable Purchases	
If	**Then**
A state entity has a history of making regular monthly purchases for office supplies of $8,000 - $9,000 each month.	The state entity may use an existing convenience statewide contract for supplies or must establish its own agency contract for office supplies via competitive bidding because its historical spend makes it reasonably foreseeable that the recurring quarterly cost will be more than $25,000.
A state entity purchases office supplies for $8,500 on July 10. IT DOES NOT KNOW when it will next purchase office supplies as its history of purchasing office supplies is	The state entity does not have to seek competitive bids to purchase the office supplies on July 10, September 15, October 30, November 20, and March 1.

Proposed Clarifications

✓ Adding guidance that competitive bidding threshold applies **regardless of payment method**.

✓ Adding guidance that competitive bidding threshold applies **whether a PO or contract is issued**.

✓ Adding guidance on how to determine whether it is "**reasonably foreseeable**" that the state entity will have a reoccurring need. APO/CUPO should:

- seek information from internal state entity representatives regarding future purchasing needs,
- monitor purchases throughout the state fiscal year, and
- review historical spending patterns to identify reoccurring purchases.

Proposed Clarifications

✓ Adding guidance on how to identify "**related purchases**" using the following three factors:

1	2	3
Purchases from the same supplier	Purchases with the same NIGP code from one or more suppliers (with exception)	Goods and services within similar categories

$25,000 Bid Threshold Clarifications

1
Purchases from the same supplier

NEW Subsection

1.3.4.5.2. Reasonably Foreseeable or Related Purchases (cont.)

- **Purchases from the same supplier.** Generally, purchases from the same supplier would be considered related purchases. The APO/CUPO should carefully monitor spend with an individual supplier and include written documentation explaining why individual purchases are unrelated if the purchases, in aggregate, will exceed the competitive bidding threshold within a single fiscal year.

✓ Adding guidance on how to determine if a purchase is a "**related purchase**".

$25,000 Bid Threshold Clarifications

2

Purchases with the same NIGP code from one or more suppliers (with exception)

NEW Subsection

1.3.4.5.2. Reasonably Foreseeable or Related Purchases (cont.)

- **Purchases with the same NIGP code from one or more suppliers.** Generally, purchases that may be categorized with the same NIGP code may be considered related purchases. The more detailed and specific the NIGP code, the more likely that the purchase would be considered a related purchase.

✓   Adding guidance on how to determine if a purchase is a "**related purchase**".

$25,000 Bid Threshold Clarifications

2 - Purchases with the same NIGP code from one or more suppliers (with exception) (cont.)

NEW Subsection

1.3.4.5.2. Reasonably Foreseeable or Related Purchases (cont.)

Exception for physical services provided at different geographic locations when available suppliers will vary per geographic location. Generally, one or more suppliers providing the same physical services at a single geographic location would be considered related services. However, when a state entity requires the same physical service to be performed <u>but at different geographic locations and generally contracts for these locations independently</u>, the purchase may be considered unrelated and secured without competitive bidding provided the cost of providing services at the specific geographic location is less than the competitive bidding threshold. For example, the state entity maintains multiple offices across the state that require janitorial services and the suppliers available to perform these services will vary per geographic area. In this example, the state entity's purchase of janitorial services in different geographic locations would not be considered related purchases and could be acquired without competitive bidding provided the cost per location will be less than $25,000 per state fiscal year. The APO/CUPO must exercise reasonable judgement when applying this exception and is encouraged to consider opportunities to contract with Georgia small businesses.

$25,000 Bid Threshold Clarifications

3 Goods and services within similar categories	**NEW Subsection** **1.3.4.5.2. Reasonably Foreseeable or Related Purchases (cont.)** • **Goods and services within similar categories.** As a best practice, APOs/CUPOs should also consider items that would fall within similar categories and would normally be purchased together as related purchases. For example, writing pens, paper clips, and staples would be considered related purchases in that they are likely to be available for purchase together from suppliers offering office supplies. As another example, disposable utensils, paper plates, and paper napkins would be considered related purchases in that they are likely to be available for purchase together from suppliers offering disposable paper and plastic products.

✓ Adding guidance on how to determine if a purchase is a "**related purchase**".

$25,000 Bid Threshold Clarifications

- ✓ Removing existing table 1.9 from GPM
- ✓ Replacing with link to guide with refreshed and expanded examples (separately published to SPD website. See sample.

Georgia Competitive Bidding Threshold

Sample Purchasing Scenarios and Guidance

All state entities must follow the Order of Precedence as described in the Georgia Procurement Manual. If making open market purchases under Tier 4 of the Order of Precedence, all purchases of **$25,000 or more** must be competitively bid. The state entity may not split **reasonably foreseeable** or **related purchases** into two or more transactions for the purpose of circumventing the requirement that any purchase of $25,000 or more be based on competitive bidding. To assist state entities, the following examples offer guidance on applying the competitive bidding rule. For more information, please reference the Georgia Procurement Manual, Section 1.3.4.5.1. Competitive Bidding Threshold. For assistance, please consult with your APO/CUPO. APOs/CUPOs may contact SPD via email at spdpolicy@doas.ga.gov.

#	State Entity Purchasing Scenario	Are the purchases related?	Is it reasonably foreseeable that the bid threshold will be exceeded?	Recommended Action
1.	**Multiple Service Projects in State Fiscal Year Less than $25,000** The state entity purchases graphic art design services from three local suppliers for various communication campaigns. Each project typically costs around $5,000 to $7,000. Supplier A received payments of $12,000, Supplier B received payments of $5,000, and Supplier C received payments of $7,000. In aggregate, the state entity spent $24,000 for graphic art design services (NIGP Code 91548) in the past fiscal year. The APO consults with the state entity's Communications Director, who confirms that the need for graphic design services will continue in the upcoming state fiscal year at a similar rate	**Yes**, the state entity is purchasing the same type of services from one or more suppliers. A review of the scope of services and the NIGP Code utilized on the purchase orders indicates the same type of services are being purchased. Therefore, the state entity must consider the aggregate cost of these services per state fiscal year when applying the competitive bidding threshold.	**Yes**, based on a review of historical spend and in consultation with the internal state entity representative, the APO can anticipate that aggregate spend will be $25,000 or more in the upcoming state fiscal year. Although it is not anticipated that each individual supplier will be paid more than $20,000, the purchases from the three suppliers are related and must be considered in	The APO must advise the Communications Director that aggregate spend for graphic art design services cannot exceed $24,999 in the upcoming fiscal year until a competitively bid source of supply is established. The APO should conduct a Request for Proposals or other purchasing action permitted by the Georgia Procurement Manual. Alternatively, the APO may review available convenience statewide contracts and share information with the Communications Director for consideration.

NIGP Code Exempt List - Update

Rebecca Krystopa and Mary Chapman

Additional Codes

Utility Services - Current

Utility Services – Updates

96185 Utility Services, Water
(Except When Customer Choice)

96185 Utility Services, Water
(Except When Customer Choice)

96183 Electrical Utility Services
(Except When Customer Choice)

96184 Gas Utility Services
(Except When Customer Choice) (As a reminder, all state entities must utilize the mandatory statewide contracts for natural gas.)

Additional Codes

Foster Care Services – New

Note: Exempt based on O.C.G.A. Section 50-5-69(f) for DHS through its Division of Family and Children Services to contract for the placements of children in the state's care or custody without competitive bidding.

95247 Foster Care Services (Only for use by the Department of Human Services (DHS))

Revised Guidance

Accounting and Auditing (Professional Services)

Note: Updating guidance regarding existing exempt NIGP Code 91804 Accounting, Auditing, Budget Consulting. Deleting "providing an opinion of value" and adding "following professional standards." Further clarifying that budget consulting is not a professional service.

Accounting, Auditing, Budget Consulting **(For accounting and auditing services only when provided by a certified public accountant or an accredited financial analyst following professional standards)**

Additional Codes

Live Animals

Note: Related to exemption when purchasing livestock for slaughter.

04022 Chicks, Meat Type, Baby

Additional Codes

Art Objects

05250 Murals

05251 Murals, Clay

05252 Murals, Glass

05253 Murals, Photographic: Kiln Fired, Image Sublimation

05254 Murals: Stone, Tile

05255 Murals, Wall

Additional Codes

Public Speakers

Note: Related to the existing exemption for public speakers (96161 Public Speaking Services), NIGP Code 97258 Visiting Speakers has been added to the NIGP Code Exempt List as an additional option for higher education institutions. As NIGP Code 97258 is a part of the 3-Digit Class Code 972 "Research and Educational Services, Higher Education", this code may be used only by the University System of Georgia and the Technical College System of Georgia.

97258 Visiting Speakers

Additional Codes

Foreign Visa Processing Fees

Note: Related to faculty, student and state employee international travel requiring payment of processing fees by foreign government or authorized third parties providing visa services. As NIGP 94991 is a part of the 3-Digit Class Code 949 "Financial Services, Higher Education", this code may be used by only the University System of Georgia and the Technical College System of Georgia.

94991 Visa Processing Fees

Clarification and Additional Codes

Purchasing Advertising Space

Note: Select exemptions within NIGP Class Code 915 have been revised to clarify the exemption for purchase of advertising space only. For example, the use of outdoor billboards, radio broadcasting, television broadcasting, newspaper advertising, skywriting, etc. to share information is recognized as exempt. An explanatory note has been added to the NIGP Code Exempt List to provide further guidance. In addition, NIGP Code 91510 Advertising, Digital (ad placement only) has been added. Please note that design/creative services, including but not limited to graphic design, brand identity design, web design, etc. are not exempt from competitive bidding rules.

Clarification and Additional Codes

Select Exemptions	915	COMMUNICATIONS AND MEDIA RELATED SERVICES **Exempt when purchasing advertising space only. Marketing and design services, including but not limited to graphic design, brand identity design, web design, etc., are not exempt from competitive bidding rules.**
X	91502	Advertising Services, Including Notice of Bid Solicitation, Statutory Notices, Legal (ad placement only)
X	91503	Advertising and Public Relations, Including Skywriting (ad placement only)
X	91504	Advertising, Outdoor Billboard, etc. (ad placement only)
X	91510	Advertising, Digital (ad placement only)
X	91514	Broadcasting Services, Radio (ad placement only)
X	91515	Broadcasting Services, Television (ad placement only)
X	91571	Newspaper and Publication Advertising, Non-legal (ad placement only)
X	91578	Television Commercial Production Services (ad placement only)

Removing Inactive Codes

Inactive Codes Removed from List

Note: Current list includes notes for NIGP codes that have become inactive. As these codes have been inactive more than 5 years, SPD proposes to remove references as no longer needed.

Examples:

- 91815 Architectural Consulting (Note: Inactive code; See Code 90607)
- 91842 Engineering Consulting (Note: Inactive code; See Code 90740)

Small Business and Supplier Diversity Program

Mary Chapman and Terrence Crawford

Program Overview

- **July 13, 2022**, Gov. Brian P. Kemp issued an *Executive Order*

- **October 30, 2022**, DOAS submitted a *Report* to the Governor's office with nine recommendations

- **March 2022**, DOAS distributed an *Implementation Plan* with key activities to be implemented

- **January 2, 2024**, Georgia Business Certification Program *Launched*

- *Quarterly Progress Reports available on the DOAS [website](#)*

Matchmaking
Connecting the small business community with prime contractors and state and local government buyers.

Recommendation #6: Expand **matchmaking opportunities** through statewide and regional training, networking and matchmaking events.

Status: In progress

Accomplishments: Launched new **Georgia Procurement Workshop** series as of November 2025!

1st Workshop

GEORGIA
small
business
& SUPPLIER DIVERSITY

Thank you for joining us for The Georgia Procurement Workshop on Tuesday, November 18, 2025, at Clayton State University. We appreciate your time, participation, and engagement throughout the session.

- SPD hosted first regional Georgia Procurement Workshop at **Clayton State University**

- Planned in partnership with consulting partner, **MH Miles**

- Hosted by **UGA Small Business Development Center** at Clayton State University

- **131** attendees!

- Joined by **small business liaisons**, SPD business **certification partners**, special guest speakers and more!

Thank you to our small business liaisons!

Lauren Marie Barlow
University of Georgia

Bennetta Butler
Department of Education

Marcia Primus
Department of Corrections

Vanessa E. Walker
Department of Revenue

Greg Woodlief
Augusta University

Georgia Procurement Workshop

Thursday
January 22, 2026

CONNECT WITH US!
GEORGIA PROCUREMENT

EMAIL QUESTIONS, SUBMISSIONS, & JOBS!

GA.Purchasing@doas.ga.gov

LinkedIn

@Georgia DOAS
State Purchasing Division

Instagram

@GAprocurementzone

SPD Sendoffs and Closing Remarks

Carrie Steele

Save the Date

January 29, 2026

Join us to celebrate Joyce Auld's retirement!

GA@WORK Stay in the know!

Send any questions to Nextgen Support (select General Question)
https://service.doas.ga.gov/app/AskNextgenSupport

Check out the NextGen website:
sao.georgia.gov/NextGen

Subscribe and read the monthly NextGen Newsletter

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GA@WORK Contact us!

Program/Project	Email	Contact if you…	When you'll hear from us...
NextGen	nextgen@sao.ga.gov	• Have general questions about the NextGen project, or GA@WORK • Need change management support • Have questions about training • Want to submit questions to our FAQ list	• Meeting invitations (Townhalls, NCN) • Project updates • Information requests
NextGen PMO	nextgen_pmo@sao.ga.gov	• Are responding to a meeting invitation	• Meeting invitations (project activities)

GA@WORK
Delivered by The NextGen Project

GA@WORK Contact us!

Initiatives	Email	Contact if you…	When you'll hear from us…
NextGen Data Validation	nextgen_datavalidation@sao.ga.gov	• Need to submit data validation resources • Need to submit data validation completion • Need assistance in completing requests • Have questions about the validation process	• Resource requests • Information and updates • Meeting invitations (e.g., kickoff/support)
NextGen FDM	nextgen_fdm@sao.ga.gov	• Need to submit Foundation Data Model (FDM) resources • Need assistance in completing requests • Have questions about FDM	• Information requests and updates
NextGen Sourcing/Procurement	agency.sourcing@doas.ga.gov	• Need to submit procurement resources • Need to submit completed procurement or sourcing requests • Have questions about contracts • Need assistance in completing procurement requests • Have questions about the procurement process	• Resource requests • Information and updates • Meeting invitations (e.g., kickoff/support)
NextGen Security Role Mapping	nextgen_secmap@sao.ga.gov	• Need to submit Security Role Mapping resources • Need to submit completed security role mapping requests • Need assistance in completing requests • Have questions about the security role mapping process	• Resource requests • Information and updates • Meeting invitations (e.g., kickoff/support)

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Initiatives	Email	Contact if you…	When you'll hear from us...
NextGen Supervisory Organization (Sup_Org)	nextgen_suporg@sao.ga.gov	• Need to submit supervisory organization resources • Need to submit completed supervisory organization data requests • Need assistance in completing requests • Have questions about the supervisory organizations	• Resource requests • Information and updates • Meeting invitations (e.g., kickoff/support)
NextGen Testing	nextgen_testing@sao.ga.gov	• Need to submit SIT or UAT testing resources • Have questions about the testing process	• Resource requests • Information and updates • Testing invitations
NextGen Training	nextgen_training@sao.ga.gov	• Need to submit any pre-go live training related questions • Need to submit any follow up required • Need assistance in completing requests from the training team	• Resource requests • Information and updates • Meeting invitations (e.g., kickoff/support)

SPD Stay in the know!

Please use the following mailboxes to submit questions and requests:

procurementhelp@doas.ga.gov	Technical issues with the Georgia Procurement Registry, JAGGAER Sourcing Director or Team Georgia Marketplace™
spdpolicy@doas.ga.gov	Questions regarding the Georgia Procurement Manual, special approvals, etc.
cardprograms@doas.ga.gov	Questions regarding the Statewide Purchasing Card (P-Card) program, plan amendments, and special approvals
Georgia.learning@doas.ga.gov	Questions about training, requests for access, issues with Learning Management System (LMS)
Doas.audits@doas.ga.gov	Questions about audits, etc.
Agency.sourcing@doas.ga.gov	Requests for assistance with solicitations, requests to exceed DPA, approval of sole sources more than $500,000, etc.