

Section:	NDR-5 Non-Dues Revenue	Approval Date:	9/28/2018
Policy:	NDR-5.8 ACWA Preferred Provider Program	Latest Revision:	

NDR-5.8 ACWA Preferred Provider Program

5.8.1 Purpose

The Association started the ACWA Preferred Provider Program (APP) in the late 1990s as a means to grow non-dues revenue and enhance member services. The APP Program connects members to businesses that have been vetted and endorsed by the Association with an array of products and services that have been uniquely matched to the members' needs.

5.8.2 Criteria for Participation

The Association will screen potential APP vendors based on the criteria listed below.

1. The products and services offered must be items that have been identified as a need of the members.
2. The products and services offered must be at a better value, which may include price, than members can get on their own.
3. The products and services offered must provide a demonstrably unique attribute.
4. The vendor must be able to successfully come through a Request for Proposal (RFP) / or Request for Qualification (RFQ) and evaluation process.
5. The vendor must be able to demonstrate the ability to provide a high level of customer service; submit regular activity reports; participate in the Association's exhibit hall at its biannual conferences; and become an associate for the term of the APP agreement.

5.8.3 Selection Process

The Association will issue a Request for Proposal (RFP) / or Request for Qualification (RFQ) for the selection of an APP vendor, which will be reviewed by staff or a standing committee workgroup. Following the selection of a vendor, staff will negotiate the terms and execute an agreement with the vendor for participation in the APP Program.

References:

ACWA Preferred Provider Criteria; Section 115 Guidelines and Application to Proposed Business Development Activities Memorandum from Best Best & Krieger dated April 21, 2015

See Administrative Procedure: *To be determined.*

Revision History:

Revision Date	Description of Changes	Requested By
9/28/2018	Initial Release	ACWA Staff and Governance Workgroup