



ACQUIRING TIMES

OregonBuys Project Newsletter for the Department of Forestry

December 2016

We asked... you answered

The initial OregonBuys survey of Forestry users and their roles was completed in November with 91 responses received. Based on the responses we found that:

43% create Purchase Orders;

52% use SPOTS cards to purchase items;

86% receive goods and services;

37% have signature authority to approve payments;

26% make entries in the ORPIN system;

41% use ORPIN to view price agreements;

40% have been named as a Contract Administrator in the past;

AND THE BEST STATISTIC OF ALL:

56% are interested in participating in the implementation of the new system!

We also received some excellent feedback about information folks would like to see in future newsletters. Our goal is to ensure we provide you with the information you are seeking.

THANK YOU to all of you who responded – your participation in this process is imperative to the project's success!

If you did not respond and would like to participate in the ongoing implementation or you have information requests to add to the list please contact one of the Project Team members — we are happy to have your input!



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Upcoming Activities

Work Order Contract

During the month of December the ODF Project Team will be working on the Work Order Contract (WOC) that will identify the tasks and deliverables that the eProcurement solution provider will be responsible for accomplishing to help the Project Team get the solution ready for your use. As part of this effort, a detailed project schedule will be developed, which will allow us to share how and when we would like your participation in the implementation process.

Accomplishments

Initial Risk Assessment

MTG consulting has completed an initial risk assessment for the project. The risks are rated low, medium, or high. The project will focus on identifying mitigation or contingency plans for the high risks first, then on the medium risks. We will continue to monitor these risks throughout the project.



Communication Plan

The ODF Project Team has completed a Plan that has been approved by the Project Sponsor. Effective communication means that information is provided in the right format, at the right time, to the right audience, and with the right impact. The main goal of the communication plan is to help ODF employees understand the benefit of this procurement improvement initiative, their role in implementing it, and steps planned to ensure a successful outcome. We will also be highlighting ODF's pioneering role in the interagency OregonBuys program.

“The only way to make sense out of change is to plunge into it, move with it, and join the dance.”

- Alan Watts

Contact Us

Didn't find the answers you need? Don't hesitate to contact us and get more information!

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Visit our SharePoint page: [ForestryBuys](#) (ODF's implementation of OregonBuys)