OrCPP MEMBER TRANSITION GUIDANCE FROM ORPIN TO OREGONBUYS

The instructions below give guidance to Oregon Cooperative Procurement Program (OrCPP) members on what to expect as we transition from the Oregon Procurement Information Network (ORPIN) to OregonBuys. Over the coming months, ample training will be provided to ensure you know how to accomplish the outlined tasks.

For more information about what's in scope for the project, visit the project frequently asked questions webpage:
https://www.oregon.gov/das/ORBuys/Pages/localfaq.aspx

KEY DATES

ORPIN switches to read-only
On June 16, 2021, ORPIN moves to read-only status.

Blackout period
June 16 – 30, 2021 is a blackout period. During this timeframe, no new procurement documents can be processed as ORPIN is in read-only status and OregonBuys prepares for launch. See the Guidance section below for more information about the blackout period.

Optional document preparation week
June 23 – 30 is OregonBuys document preparation week. If your organization has Solicitations that need to go-live immediately on July 1, contact the OrCPP Program Managers to make arrangements.

ORPIN Replacement go-live
July 1, 2021, ORPIN will be replaced with OregonBuys. All state agencies and OrCPP members will begin using the new system to process Procurement documents and search for Statewide Price Agreements.

GUIDANCE

Close dates for new and existing Notices in ORPIN
- All new and existing Notices must Close by 6/16/21.
- Intent to Award Notice must be posted prior to 6/16/21.

ORS 190 intergovernmental and interagency agreements / vendor registration
OrCPP members who have intergovernmental agreements with state agencies need to create an OregonBuys vendor registration. This vendor registration is required so the new system can tie together the agreement's state agency and OrCPP member. Click here to view vendor registration steps.

What does the blackout period look like?
During the blackout, users can no longer create, edit, or process documents/amendments in ORPIN. However, users can view existing documents, search for price agreements, and run reports. OrCPP Program Managers will still able to set up and maintain users.
- **Will vendors be notified of the blackout period?**
  - Vendors will receive direct notification of the blackout period, go-live dates, and future expectations. We'll also announce relevant dates on the ORPIN landing page. We're currently evaluating options

for vendor access to ORPIN during blackout and after OregonBuys go-live. We'll share details when available.

- **What should OrCPPs do now to prepare for the blackout?**
    - Conduct procurement activity for this biennium as soon as possible.
    - Share information about the blackout dates with your programs and divisions.

Emergency Procurements

Emergency Procurements are in scope for Phase 1 of the OregonBuys project with no restrictions on the dollar amount. Emergency Procurements are entered as Bid Solicitations in OregonBuys.

Reports in OregonBuys

OrCPP members will have access to standard applicable reports in OregonBuys so they can analyze their organization's Procurement activity.

RESOURCES

Recordings for OrCPP members

In case you missed it, view these two OregonBuys recorded sessions geared specifically to OrCPP members:

- OregonBuys Introduction recording
- March 10 OrCPP Forum (iLearn login and Zoom passcode: 1MjiWo^F required)

Contact Information

For questions about the transition to OregonBuys, contact the OrCPP Program managers by emailing: Info.orcpp@oregon.gov