

## ORPIN Replacement Data Collection Meetings

The ORPIN Replacement “As Is” and “To Be” process analyses and related prototypes were developed as a result of the following steps. The steps involved in this part of the planning process spanned a 3-month period.

- 1) Members of the PHI team conducted a series of data gathering meetings with SMEs across DAS PS and agencies to walk through the different types of processes done in ORPIN today and how those processes currently work. Each process was defined in a step-by-step manner and documented by the PHI staff. Meetings were scheduled by the OregonBuys Program Administrator to ensure that key personnel were included. The output of this step is documented in Deliverables 1.5.1 (“As Is” Process Inventory & Functional Needs Document, Appendix II). This information was also used to develop the scope and overall approach to the ORPIN replacement project phase (e.g., what was to be included).
- 2) Once the “As Is” process gathering activities were complete, the PHI team developed prototypes, which were essentially workflows within OregonBuys, that the team walked through with various groups of SMEs from DAS PS, as well as from a variety of agencies (large, medium and small). SMEs were encouraged to provide feedback to either validate or correct PHI’s understanding of how these processes work today and how they should work in OregonBuys.
- 3) The feedback gathered during the prototype reviews were then captured in the As Is/To Be process that is encapsulated in deliverables 1.5.1 and 1.5.3 (Updated Functional Design Document, Appendices III and IV). These documents were reviewed by the DAS Project Team as well as SMEs across a variety of agencies, including DAS PS.

Information was also gathered from state agencies through a survey. Agencies were asked to provide information on the agency size, users, number and types of procurements the agency performed, centralization/decentralization of procurement/sourcing operations, approval requirements, and other process metrics. The results of this survey were used to categorize the agency into small, medium-centralized, medium-decentralized, and large. This information was reviewed and updated when necessary through the agency kick-off meetings for ORPIN Replacement.

The following table contains detail on the meetings conducted for “As Is” process data collection and “To Be” prototyping presentations and discussions.

Table 15: “As Is” Process Data Collection & “To Be” Prototyping Meetings for ORPIN Replacement

Date	Subject	Participants
8/13/2019	Business Services & Asset Management	Nicole Brazeal, Dion Kerlee, Jennifer Jolley, Miranda Longs, Gwen Sunken, Tim Jenks, Kaliska King, Josh Rogers, Sharon Martin, Cort Dokken, Greg Higgins, Chuck Pukmel, Travis Websterlove, Chris Patchell
8/14/2019	ORS 190s	Nicole Brazeal, Brent Lutz, Jennifer Jolley, Dustin Sculatti, Tina Reniere, Miranda Longs, Kelly Mix, Kelly Stevens-Malnark, Greg Higgins, Chuck Pukmel, Chris Patchell, Aaron Ward, Rick Leventhal, Carter Stein
8/14/2019	ORCPP & Vendor Outreach	Nicole Brazeal, Kelly Stevens-Malnark, Greg Higgins, Chuck Pukmel, Travis Websterlove, Chris Patchell, Aaron Ward, Rick Leventhal, Cater Stein
8/15/2019	Small Procurements	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Tina Reniere, Molly McDermeit, Rhonda Reich, Laura Bindley
8/15/2019	Intermediate Procurements	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, William Strong, Tina Reniere, Dustin Sculatti, Miranda Longs, Stefani Tew, Gwen Sunken
8/16/2019	State P-card of Oregon Transaction System (SPOTS) Purchases	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Jordan Sim, Rochelle Chamberlin, Gwen Sunken, Kelly Mix
8/19/2019	Vehicles & Transportation, Workplace Supplies	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Blake Schwabauer, John Starrs, Brent Lutz, Pam Johnson, Lori Doke, Darwin Kumpla
8/19/2019	DASOBO Workflows	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Tina Reniere, Laure Konseibo, Miranda Longs

8/20/2019	Emergency Procurement & Governor-Declared Emergencies	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Josh Rogers, Brent Lutz, Rhonda Reich, Molly McDermeit, Kaliska King, Shirley Smith, Brad Cunningham, Laura Bindley
8/20/2019	IT Procurements	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Ginny Beckwith, Nick Betsacon, Laura Barna, John Anglemier, Debbie Davis, Rachel Smith, Keri Ashford, Sandy Clavet, Stefani Tew, Laure Konseibo, Kim Mainwaring
8/21/2019	Construction & Facilities	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Shirley Smith, Mary Mattison, Kelly Mann, Yulia Niece, Dustin Sculatti, Nancy Doll, William Strong, Tina Reniere, Darwin Kumpula
8/21/2019	Surplus, QRF, OCE, PA	Nicole Brazeal, Chris Patchell, Aaron Ward, Carter Stein, Greg Higgins, Chuck Pukmel, Travis Websterlove, Darvin Pierce, Rena Sawyer, Sven Anderson, Ryan Taub, Cort Dokken, Pam Johnson, Debbie Davis, Jennifer Jolley, Darren Kennedy
9/5/2019	Reporting	Nicole Brazeal, Greg Higgins, Chuck Pukmel, Travis Websterlove, Aaron Ward, Laurent Beauregard, Jason Rood, Pam Johnson, Ginny Beckwith, Jay Johnson
9/16/2019	Emergency Procurement Prototype Review	Nicole Brazeal, Josh Rogers, Kaliska King, Shirley Smith, Chuck Pukmel, Greg Higgins, Lisa Tran, Brad Cunningham, Sean McCormick, Sharon Domaschofsky
9/17/2019 10/1/2019	Sole Source Prototype Review	Nicole Brazeal, Jay Jackson, Sandy Clavet, Jordan Sim, Greg Higgins, Sharon Domaschofsky, Lisa Tran, Cort Dokken, Ryan Roth
9/17/2019 10/1/2019	Small Procurement Prototype Review	Nicole Brazeal, Sabrina Hay, Miranda Longs, Laure Konseibo, Tina Reniere, Chuck Pukmel, Greg Higgins, Julie Curry
9/18/2019 9/20/2019	ITB Prototype Reviews	Nicole Brazeal, Ryan Roth, Heather Wyland, Sean McCormick, Pam Johnson, Kelly Mann, Shirley

10/16/2019		Smith, Brent Lutz, Mary Mattison, Greg Higgins, Chuck Pukmel
9/19/2019	Special Requests Prototype Review	Nicole Brazeal, Jay Jackson, Sandy Clavet, Jordan Sim, Chuck Pukmel, Greg Higgins
9/30/2019 10/2/2019 10/14/2019	RFP Prototype Reviews	Nicole Brazeal, Greg Higgins, Chuck Pukmel, Amber Forester, Keri Ashford, Jennifer Bittel, Kim O'Neil, Tom Reil, Nick Hill, Brenda Brown
10/1/2019	Amendment Prototype Review	Nicole Brazeal, Greg Higgins, Chuck Pukmel, Nancy Doll, Tim Jenks, Stefani Tew, Toni Payseno, Adam Bergerson
10/3/2019	ORS 190 Prototype Review	Nicole Brazeal, Greg Higgins, Chuck Pukmel, Adam Helvey, Jennifer Jolley, Miranda Longs, Tina Reniere, Laure Konseibo, Nancy Cody, Kayla Vanhooose, Marta Steele
10/3/2019	QRF Prototype Review	Nicole Brazeal, Darwin Pierce, Rena Sawyer, Chuck Pukmel, Greg Higgins, Kristan Langley, Ann Rittenhouse, Michelle Stegner
10/9/2019	Intake Process	Nicole Brazeal, Aaron Ward, Laure Konseibo, Miranda Long, Tina Reniere, Jordan Sim, Greg Higgins