



OREGONBUYS

MONTHLY FORUM

SEPTEMBER 11, 2019

AGENDA

- Welcome
- OregonBuys project introduction
- System demonstration
- Monthly topics:
 - ✓ Sizing an agency
 - ✓ Building a core team
 - ✓ Choosing an organization administrator (OA)
 - ✓ Preparing for OregonBuys in your agency
- Q & A

INTRODUCTIONS

- ✓ OregonBuys Project Team
- ✓ Periscope Holdings

WHAT IS OREGONBUYS?



DEFINITION

A procure-to-pay eProcurement solution that automates procurement processes using web-based applications. It's a technology-enabled solution that allows the state to procure goods and services at the best value.



PROGRESS TO DATE

- Software as a Service (SaaS) solution provided by Periscope Holdings
- OregonBuys Instance project initiated January 2018; Go-live February 2019
- Currently in use at Secretary of State and Department of Forestry
- OregonBuys interfaces with R*STARS and COBID

OREGONBUYS PROJECT PURPOSE

- Deploy the OregonBuys Enterprise eProcurement system to all state agencies
- Standardize and automate the state of Oregon procure-to-pay process
- Provide more transparency and reporting capabilities on the state's spend

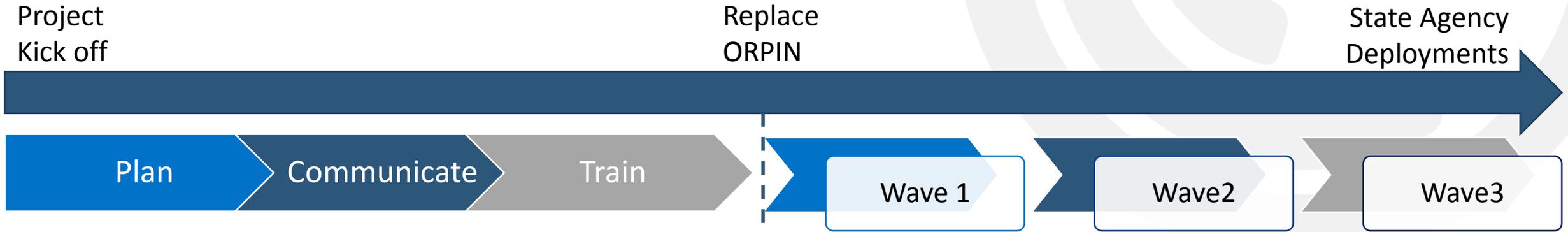
INTENDED PROJECT OUTCOMES

- State agencies adopt OregonBuys as their eProcurement system
- State spend data is captured and reported on through OregonBuys
- Strategic sourcing plans are in place for how the state will identify strategic sourcing opportunities to optimize state spend
- Prompt payment of invoices results in increased discounts
- Increased competition for state contracts results in better contract terms and potential cost savings
- Decommission ORPIN and develop a plan to replace and decommission other agency procurement systems

PROJECT SCOPE

- Replace ORPIN with OregonBuys as the eProcurement solution of record for all state agencies
- Deploy OregonBuys Enterprise Volume Sales Reporting module to automatically upload Volume Sales Reports into OregonBuys and allow vendor payments through the NIC-USA payment portal
- Integrations with R*STARS, TEAMS, NIC-USA payment portal, COBID; future planned integrations to identity management and enterprise data warehouse
- Deploy the procure-to-pay process to all state agencies
- Develop a process for conducting reverse auctions, which depending on the process, may be done through OregonBuys

HIGH LEVEL PROJECT TIMELINE



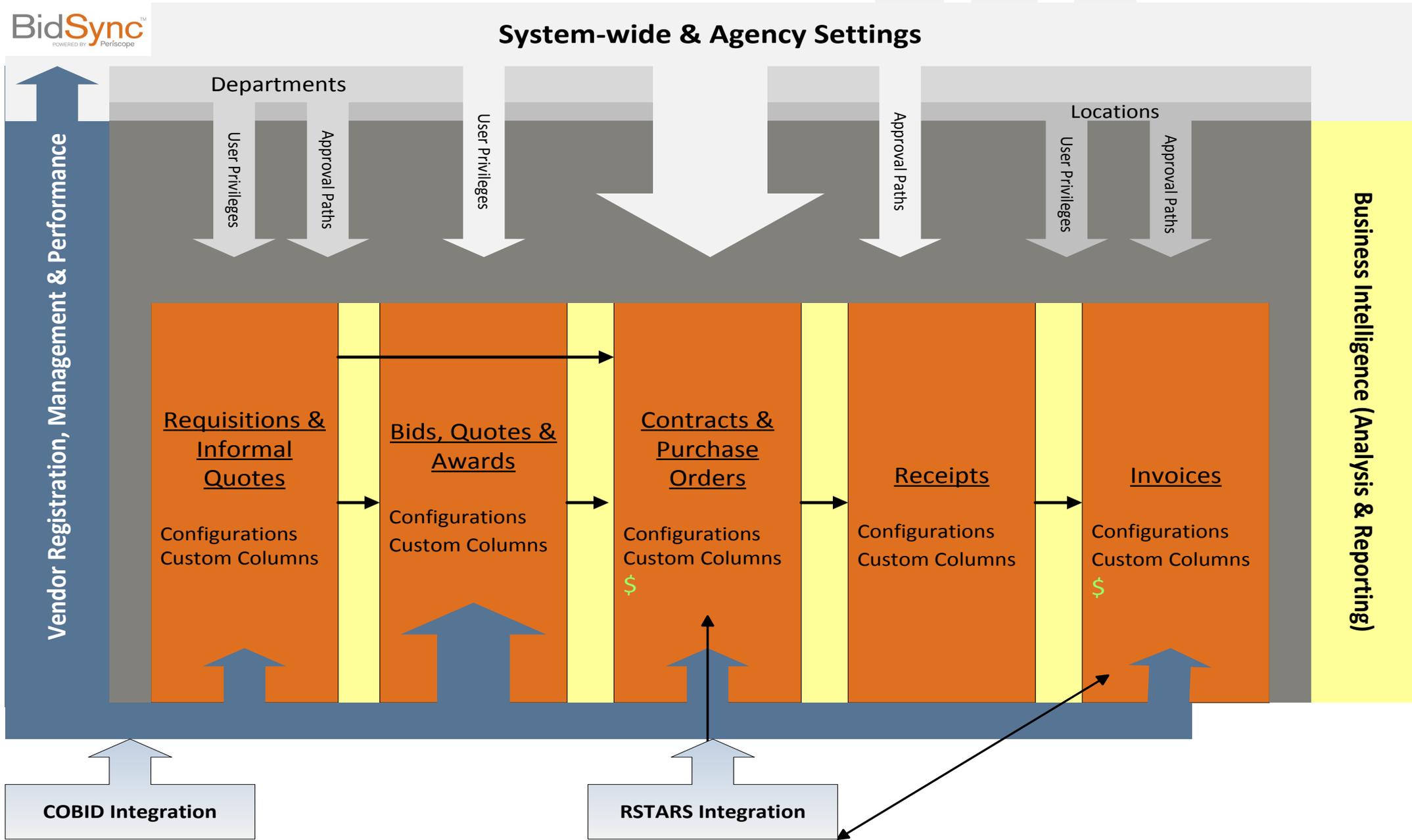
Phase 1 Priority – Replace ORPIN

- Enhance existing OregonBuys configurations, if need be
- Develop training materials
- Conduct vendor and ORCPP Outreach
- Upload price agreements into OregonBuys
- Replace ORPIN
- Communicate throughout the project

Phase 2 Priority – Onboard State Agencies

- Each on-boarding wave is six months long
 - Each wave contains multiple phases
 - Plan, configure, test, train, go-live
 - 3 deployment waves planned for agencies
- Each wave contains a combination of large and small agencies

OregonBuys System Framework



MONTHLY TOPICS

SIZING AN AGENCY



- **Large/complex:** large number of staff, decentralized procurement with offices outside of Salem (i.e. Department of Human Services)
- **Medium/simple:** medium number of staff, centralized procurement (i.e. Department of Revenue)
- **Medium/complex:** medium number of staff, decentralized procurement with offices outside of Salem (i.e. Department of Forestry)
- **Small:** small number of staff, centralized procurement (i.e. Governor's Office)

MONTHLY TOPICS

BUILDING A CORE TEAM



Include:

- Procurement Staff

Add:

- Purchasing Staff

Don't Forget:

- Finance/Accounts Payable

Identify:

- Organization Administrator (OA)

MONTHLY TOPICS

CHOOSING AN ORGANIZATION ADMINISTRATOR (OA)



This person will administer users, approval paths, organizational units in OregonBuys and bill to/ship to addresses

- We'll provide training so they can complete agency configurations
- OA manages agency configuration changes long term
- OA manages user requests (password changes, address updates, adding new users, etc.)

MONTHLY TOPICS

PREPARING FOR OREGONBUYS IN YOUR AGENCY



- Respond quickly to data collection requests
 - ✓ Procurement/purchasing operations (e.g., types, volumes, central/decentral)
 - ✓ Estimated user counts and locations (central/decentral)
- Take inventory of existing procurement, purchasing and payment operations - especially if you have delegated authority to programs or remote locations
- Start communicating and building support internally with your leadership and team
- Sign up for the project eNewsletter



QUESTIONS & FEEDBACK



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THANK YOU!
