**Q&A from OregonBuys September Forum**

**Employment Department Auditorium**

**Agencies need to be involved when the interface to R\*STARS in OregonBuys is built. Are there plans to convene a team?**

The interface is already built and in place, but we will revisit as needed and consider this suggestion.

**Why isn’t an IT component listed in the core team members?**

It’s the agency’s decision on whether or not to include IT in the core team.

**How many OA’s does each agency need?**

This is an agency decision; however, it’s a good idea to have at least two so that there is a backup.

**Will there be a similar data collection survey sent to accounting managers?**

There are no current plans for an additional survey, but we’ll take this into consideration.

**Are budget staff included in “finance/accounting”?**

It’s up to the agency to determine who should be brought in. We’re working with leadership groups like Administrative Business Services Directions (ABSD) for advice, guidance, and raising awareness.

**Can you provide clarity around the timeline?**

We anticipate Go-live for ORPIN replacement around spring of 2020. Until we’ve fully scoped out replacement we don’t want to give specific dates. We’ll know more in mid-to-late October.

**Are technical details available on the business intelligence tool?**

Please send these technical questions to Cory Mabry at Periscope.

**Will OregonBuys notify people that there are approvals/actions that need to be taken?**

Yes – notifications are already built in the system.

**Will there be a way to tie multiple procurements together into a single project?**

Yes, there is a column in OregonBuys to link documents link POs to a single project.

**What is being done to address vendors who will interact with the system that don’t have internet access or are technology inept?**

Vendors will need to self-register in the system, but we’ll need to develop guidance on how to handle this moving forward. If your agency know of vendors in this situation, let us know.

**How will buyers find vendor items in OregonBuys?**

There are three options: Buyers can enter info into OregonBuys, there will be punch-outs to the most used vendor websites like OfficeMax, and statewide price agreements will be uploaded through the “Marketplace” where buyers can use a cart shopping experience.

**How are approval paths managed when multiple managers have to approve PCard transactions for office supplies, etc.?**

The systems allows for multiple approval path setup.

**Can you clarify what’s involved in the deployment waves, and is there an option to meet with Forestry & SoS to hear lessons learned?**

The waves will include tasks around analysis, configuration, testing, and training. Actual go-live deployment dates will be determined in coordination with each individual agency. Some agencies may span multiple waves if they are large or complex.

We may consider offering a future panel for SoS and Forestry lessons learned. Sos is open to giving demos - contact Sarah Roth directly. We’re actively harvesting lessons learned from large scale enterprise projects and folding them into our project plans to ensure an improved experience.

**When choosing the OA, what’s the reason why the duty shouldn’t live in procurement?**

This position manages approval paths so the agency should consider a separation of duties. It may not be appropriate to have a buyer who uses the system also apply approval paths. However, this is the agency’s decision.

**Will Oregonbuys replace going directly to OfficeMax or CDW websites?**

Bigger contracts like office supplies will be added into the system as punch-outs. You’d go through Oregon buys to access the office supplies website and then put items into your cart. This will allow OregonBuys to track the overall spend on the contract.

**Will OregonBuys track travel expenses?**

Employee reimbursement expenses are not a procurement related action and are not tracked in OregonBuys. However, procurement related activities such as airfare and hotel are done through OregonBuys. We are still working on what to include in the system and will offer future guidance on this.

**Should large agencies establish one single core team or have several core teams within each division?**

This is an agency decision. You may want subject matter experts from each division be part of one overarching core team.

**Will there be a network established for the core teams across the enterprise? This will allow for consistency and sharing.**

This is a great idea that we will consider.

**Are there plans to establish a new OA group with monthly/quarterly meetings?**

Yes. We’ll set this up in the future and have regular meetings.

**If you’re in a division in a large agency, how do you know who’s on your agency core team?**

Contact your agency DPO, and we’ll look for a way to share info at an enterprise level.

**How does OregonBuys handle contract expiration and dollar thresholds?**

These are managed through threshold reminders and reports with contract expiration dates.

**Are DOJ approvals built in the system?**

DOJ approvals are not currently in scope, but we may consider adding it in the future.

**When a new requisition comes in, how does OregonBuys know if it’s a purchase order or a contract?**

This is the buyer’s responsibility to determine.

**When a vendor registers in OregonBuys does it automatically create their record in SFMA?**

No. SFMA setup is done separately.

**Will sole source or special procurements occur in OregonBuys?**

Yes. We are looking to streamline processes, so the steps involved mays look different in OregonBuys than they do today.

**How will mandatory use templates be addressed in OrBuys?**

Mandatory templates will still be used as they are today. There is a document repository in the system where documents can be stored and shared in the library for continued across the enterprise.

**If I sign up for the newsletter, will I get info about these forums?**

Yes.