

VELEZ Amy E * DAS

From: HELVEY Adam L * DAS
Sent: Friday, January 27, 2023 11:16 AM
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Subject: OregonBuys - Two Reminders

Dear Project Coordinators and SPOCs,

- 1.) We have another upcoming Wave 2 Agency System Review Session this Monday at 2pm. These meetings have been very productive and beneficial so let's keep the ball rolling. If you have any agenda items that you would like to provide, please reply to this email and I will get our teams ready to cover them during the session. If you don't have the meeting on your calendar, please let me know and we will get you squared away. Please check with your teams to see if they would like to join or have any items they want covered.
- 2.) There are lots of OregonBuys project activities happening right now, and we want to make sure you have a clear picture of where we're at and where we're headed. Here's a quick reminder of what activities to focus on:

Wave 2 - OregonBuys Project Activities

	JAN	FEB	MAR	APR	MAY	JUN
Validation R*STARS testing & agency process validation		1/24 – 2/27				
User Training Weekly 3-hr virtual facilitated training sessions for agency users		1/31 – 3/2				
Approval Paths & Custom Columns* *Optional - only if needed: Org Admin (OA) builds approval paths & custom columns in PROD			3/1 – 5/2			
Go-live Event & Post Support					5/2 – 6/14	
While the activities above are happening, agencies should also be doing the following: <ul style="list-style-type: none">• Document and adjust business processes to fit the OregonBuys system• Distribute change messages to affected staff						

Moving forward, here are some ways to stay connected and how to get resources:

- Join us for Agency System Review Sessions every Monday from 2 – 3 p.m. thru April 25
- Contact Adam to request a meeting with the Project Team if needed
- Submit project questions [through the Q & A log](#)
- Visit the [OregonBuys training webpage](#) for courses, instruction guides and more