Status: Strategic Purchasing

Goal:

Plan, coordinate, and deliver the new purchasing process for Computer Bundles, Office Supplies, MRO Supplies, and Scientific Supplies in alignment with the future installation of new technology (SciQuest).

Target delivery date: Beginning November 27, 2012 for office supplies

Completed Milestones:

Sept.	7	Strategic Purchasing Implementation Core Team Kick-Off
Sept.	14	Office Supplies sub-team – first meeting
Oct.	3	Computer Bundles sub-team – first meeting
Oct.	26	Add additional campus representatives to the sub-team to broaden perspectives
Oct.	29	MRO Supplies sub-team – first meeting
Nov.	15	UW-Madison Preferred Products identified for some office supplies; new contract for remanufactured toner finalized
Nov.	27	Soft launch of some preferred UW-Madison products such as re-manufactured toner on a temporary basis until the products can be brought into the SciQuest tool.

Upcoming Milestones: (**critical path**)

Nov.	**30**	**Develop decision-making framework**
Dec.	14	Initial computer bundles defined
		• Identify specific laptop and desktop bundle configurations that best meet campus needs.
Dec.	21	Prepare for vendor negotiations
Tbd		Conclude vendor negotiations & finalize specific bundle configurations
March 15		Set process for computer bundles selection each quarter; computer bundles are available for purchase
June	15	First quarterly review of computer bundles purchasing data

Critical to Success:

- All four commodity area teams identify products as "UW-Madison Preferred Products"- all commodity areas but scientific supplies are currently underway.
- UW-Madison Preferred Products are made available for purchase by campus customers.
- A user-friendly path for purchasing UW-Madison Preferred Products is established including all website updates.
- The campus community is aware of the university's expectation to purchase cost-saving "UW-Madison Preferred Products", and campus purchasers understand how to select these products.