

WISBUY OVERVIEW AND VENDORNET 2.0 UPDATES

Solving the Procurement Puzzle



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Wisconsin Department of Administration

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VendorNet

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Overview of WISBuy

- Procurement Challenges
- Procurement Solutions
- What is WISBuy
- Business Plan
- Historical timeline
- Advantages
- Who may use WISBuy
- Current suppliers
- Sales to date
- Supplier Selection Process
- Strategic Growth Plan
- Support
- Training
- Account set-up
- User Quotes
- Continuous Improvement



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Challenges that led to WISBuy

- How to simplify the overall procurement process
- Unable to do strategic sourcing without a common system
- Hard to manage trends in sourcing and spend management
- Holding everyone accountable for their purchases-noncompliance
- Increasing spend under contract management
- Missed savings opportunities on high volume recurring transactions
- Creating operational efficiencies in the overall procurement process in times of budget constraints
- Lack of detailed spend analysis/data analytics
- Having to rely on vendors to provide spend data
- Many accounts/log-ins to purchase products

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Procurement Solutions

- What were the operational goals we were striving for?
- What were our key metrics to success?
- What were our goals for strategic sourcing and contract compliance?
- How could we obtain savings in end to end order processing time?
- How could we make employees more productive in times of budget cuts?
- How could we effectively deploy an e-procurement system that employees will embrace?

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What is WISBuy?

- WISBuy is the State of Wisconsin e-procurement system that is designed to create efficiencies in ordering commonly used products in a variety of commodity areas

The screenshot displays the WISBuy interface with several commodity categories and their respective suppliers:

- 505ENT-M14-OFFSUPPLY-01 General Office Supplies and New Toner**: Staples Punchout.
- Work Centers**: Beyond Vision (Floor Pads), East Shore Industries Inc. (Aligma Mops), Industries For The Blind (Brooms/Writing Inst), Lakeside Curative Services (Gloves), Opportunities Inc. (Alkaline Batteries).
- 505ENT-M13-REMANTONER-01 Remanufactured Toner and Ink Products**: E I S (Punchout MBE).
- 505ENT-M16-PRINTPAPER-02**: Midland Paper.
- 505ENT-M12-MEDICALSUP-00 Medical Supplies**: Henry Schein, MCK, MEDLINE.
- 505ENT-M16-CLEANGCHEMS-00 Cleaning Chemicals**: Unibourse, Star, KRANZ, MISSO, Sun & Care Inc.
- 505ENT-M13-ELCPSUPLS MRO-Electrical and Plumbing Supplies (Including Lamps and ballasts)**: Ep, Crescent Electric Supply Company, FERGUSON, First Supply LLC, Grayhat, Green Earth Supply.
- 505ENT-M12-FACILITMRO WSCA Facilities MRO (Maintenance, Repair and Operations) Supplies**: FESTIVAL, MSC (Punchout), GRAINGER (Punchout).
- 505ENT-M15-FLAGSPPLIS-00 Flags**: A. G. A. S Manufacturing Group, Eder Flag Manufacturing Company, J. C. Schultz Enterprises, Inc.

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WISBuy Mission

- Create an eProcurement system where state employees, municipalities, and universities can purchase and compare pricing with ease and efficiency in a cost effective way.



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WISBuy Vision and Goals

- To deploy a secure and reliable system that:
 - Provides operational efficiencies through consistent work processes and the ability to utilize analytics
 - Reduces or eliminates paper
 - Empowers our workforce by streamlining approval processes and pushes decision making to the appropriate level
 - Improves transparency
 - Reduces long-term business costs associated with time spent procuring products
- Be the preferred method of procuring products with an easy to use e-procurement platform that will be the overall lowest cost of procure to pay for contracted items.



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WISBuy History, Cont.

- The new website provides value with;
 - Assuring buyers are receiving State of Wisconsin contract pricing;
 - Access to complete order history by end-users
 - Contract spend and detailed reporting by business unit administrators
 - The ability to add more contracts and suppliers
 - Allowing two types of payment systems: eCatalog for using an ERP requisition and PCard Marketplace for PCards

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WISBuy Advantages

- Ease of use
 - One account and login for many suppliers
 - Ability to create assigned carts for approval
 - Fully automated electronic process from ordering through billing
 - Easily search and compare items across multiple suppliers
 - Ability to create favorites lists for commonly ordered items
 - Ability to re-order supplies quickly using the order history tab



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WISBuy Advantages, Cont.

- Cost Effective
 - Contract management by knowledgeable procurement staff
 - Leveraged spend through a common system to gain better pricing on contracts
 - Price audits to ensure contract compliance
- Accountability
 - Detailed report capabilities including custom reports
 - Improved data capture and analysis
 - Easy to purchase from MBE suppliers that support the goal of at least 5% of purchases being from these areas



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Who May Use WISBuy?

Public employees who are employed by:

- State Agencies *(May also procure with a purchase order in STAR)
- Municipalities
- Counties
- School Districts
- UW System and Extension



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Current Suppliers

- Currently WISBuy has 34 suppliers in our e-procurement portal.
- Commodity areas covered
 - Office Supplies, including remanufactured toner and copy paper
 - MRO, including general facilities, electrical and plumbing
 - Janitorial and cleaning chemicals
 - Medical Supplies
 - Workcenters
 - Flags



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Sales and Transactions

- In 2016 on average, there were:
 - Approximately 1800 transactions going through WISBuy monthly with an average spend of just under \$400,000 per month.
- Total transactions going through the system since inception are over 34,000 .
- Piloting with some agencies for office supplies with the goal to get a high percentage of office supply spend through WISBuy by the end of fiscal year 2017.
- Continue to show growth in spend and transactions through the other commodities on WISBuy as users learn more about the value and ease of use of the system.

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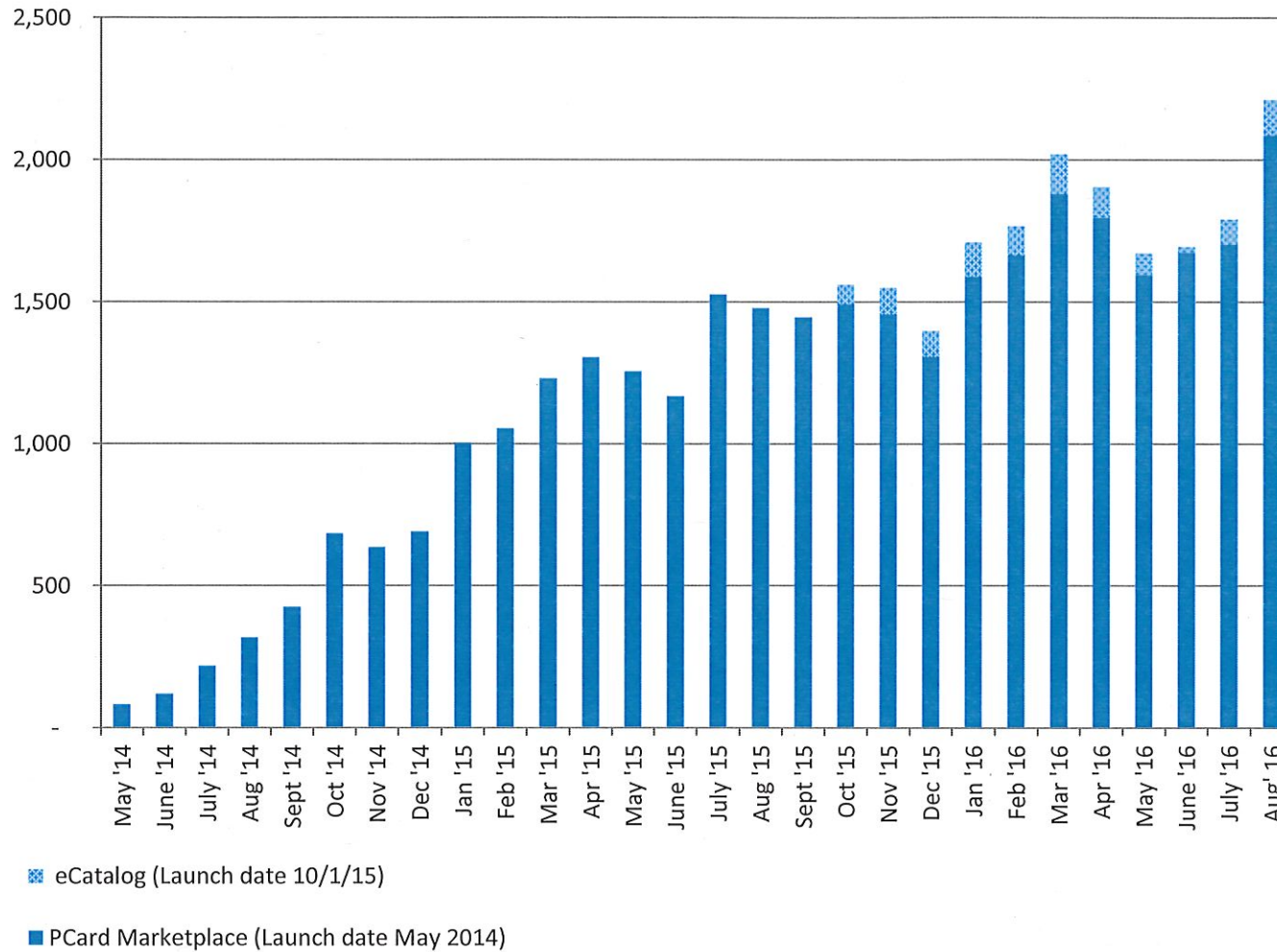


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WISBUY Transactions



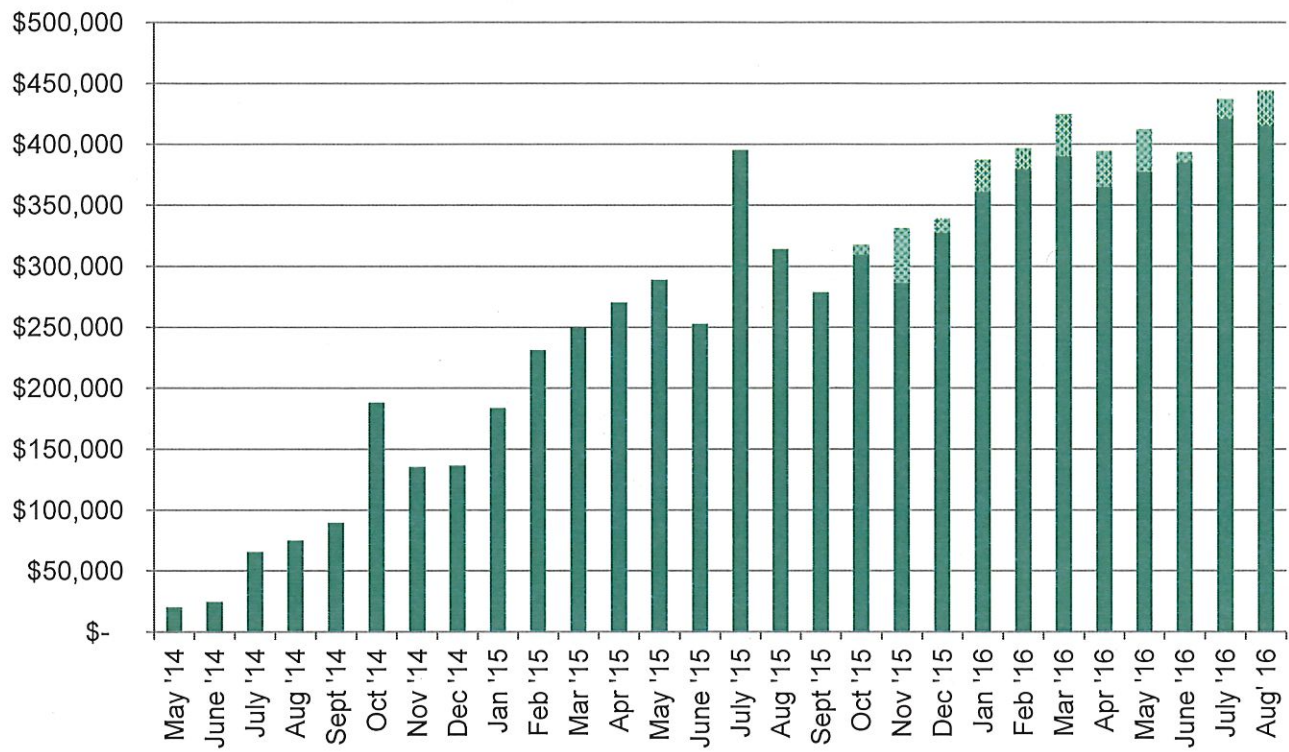
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WISBUY Spend



Supplier Selection Process

- Must be on an enterprise contract
- Meets a commodity or service need across the enterprise
- Supplier growth potential
- Must have the capability to electronically connect to WISBuy. Not all suppliers are ready to do this yet.

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WISBuy Potential Vendors

- IT contracts-Finish the implementation of Lenovo with an expected go live date of late October
- General lab supplies using the NASPO contract
- Service commodity suppliers
- Possibly agency specific contracts-Provided there are multiple agencies using the same contract and other criteria are met

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WISBuy Strategic Growth Plan

- Final stages of rolling out a p-card mobile app to enable end-users to order from Staples, Grainger, Fastenal and Dell
- Review current training and identify new alternative methods to train end-users
- Help everyone understand the “What’s in it for me”
 - Educate all end-users on the business strategy/purpose
 - Sell the benefits to agencies and end-users
- Create more awareness with potential users through effective communication and promotion
- Develop more spend reporting and share data with agencies
- Gather feedback from end-users and use as a tool to improve the system

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WISBuy Support

- Team of experts
 - 13 DOA contract managers
 - 1-3 Business Unit Administrators or Trainers per agency
 - Knowledge, Management, Improvement and Training staff (KIT)
 - 2 IT staff, and 1 Contract Specialist for day to day WISBuy administration, data gathering, reporting and new vendor implementations
 - Skilled Training and Outreach staff
- Provided Services
 - Customer support for WISBuy, 8am-4pm weekdays
 - DOA DEO WIS Procurement DOAWISPro@wisconsin.gov

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Training Available

- Face to face
 - One on one or large group training available
- Quick guides
- Video tutorials



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Account Set Up

- Creating an account is easy within the P-Card Marketplace
- Click on the Sign in/create an account link and fill out form
- Your account may be created within a matter of minutes
 - Please note your account may be limited to your buying roles within your agency

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WISBuy Users Quotes

- WISBuy is fantastic! It's great to have a punch-out system with all of the contractors in one place. It has made online ordering much easier.
- Easy to use and find what I am looking for and the new process of sending it directly to the approver is very nice.
- I think it's awesome.
- Very convenient
- It works well. The punch-out works great.
- Much quicker to order.
- It is easy to use.
- I have utilized Grainger extensively for WISBuy p-card. I also use MSC and Fastenal when we are ordering from them. I really like the punch out catalogs and like to use WISBuy for this when it is appropriate for what I am ordering.

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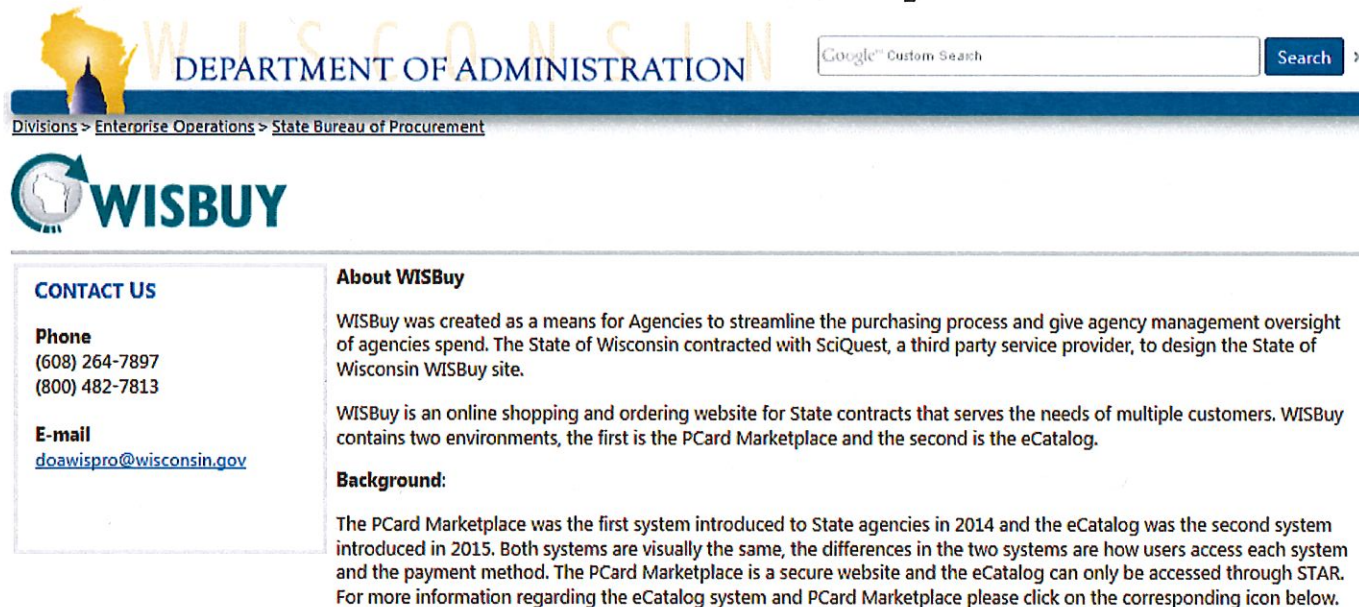
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WISBuy Open to Continuous Improvement

- We are striving to make WISBuy the preferred method to procure products and to do that, we want your opinion how WISBuy is working so we can continue to improve our service level to you.
- Here is the link to provide feedback to us:
 - doawispro@wisconsin.gov

WISBuy Link

- <http://doa.wi.gov/Divisions/Enterprise-Operations/State-Bureau-of-Procurement/WISBuy>



The screenshot shows the top portion of the WISBuy website. At the top left is the Wisconsin Department of Administration logo, featuring a yellow outline of the state of Wisconsin with a blue silhouette of the Wisconsin State Capitol building. To the right of the logo is the text "DEPARTMENT OF ADMINISTRATION". Further right is a search bar with the placeholder text "Google™ Custom Search" and a blue "Search" button with a small "x" icon. Below the search bar is a blue navigation bar with the text "Divisions > Enterprise Operations > State Bureau of Procurement". Below the navigation bar is the "WISBUY" logo, which consists of a circular icon containing a white outline of Wisconsin and the word "WISBUY" in bold blue letters. Below the logo is a white box containing contact information and a section titled "About WISBuy".

CONTACT US

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(608) 264-7897
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E-mail
doawispro@wisconsin.gov

About WISBuy

WISBuy was created as a means for Agencies to streamline the purchasing process and give agency management oversight of agencies spend. The State of Wisconsin contracted with SciQuest, a third party service provider, to design the State of Wisconsin WISBuy site.

WISBuy is an online shopping and ordering website for State contracts that serves the needs of multiple customers. WISBuy contains two environments, the first is the PCard Marketplace and the second is the eCatalog.

Background:

The PCard Marketplace was the first system introduced to State agencies in 2014 and the eCatalog was the second system introduced in 2015. Both systems are visually the same, the differences in the two systems are how users access each system and the payment method. The PCard Marketplace is a secure website and the eCatalog can only be accessed through STAR. For more information regarding the eCatalog system and PCard Marketplace please click on the corresponding icon below.



[Wisconsin's eCatalog System](#)



[Wisconsin's PCard Marketplace](#)

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VendorNet 2.0

- Reasons to upgrade:
 - 17+ Year old system
 - Greater flexibility for system administration
 - Increased usability for end-users
- What is the main difference for users?
 - No login on VendorNet 2.0
- What is similar in VendorNet 2.0?
 - Repository for state forms related to procurement
 - Continue to have links page to related state sites
 - Vendors guide, public notice, contract compliance/affirmative action requirements, state procurement desk guide and other documents

VendorNet 2.0

- Users benefit from:
 - No login which results in less time spent to access the system
 - Able to send a link directly to a solicitation in an e-mail message
 - All end users can have an e-mail sent to them with their login credentials
 - New feature for bid and contract entry gives the ability to use the Word Editor feature. This allows adding hyperlinks, bolding text, spell checks and formatting
 - Enhanced search functionality
 - Search solicitations by agency or agent name
 - Search contracts by supplier name
 - NIGP code search. Users have the ability to click on NIGP code which returns a list of all corresponding solicitations for the NIGP code.
 - Mix and match four different filters to search for contracts that was not possible in old site.
 - More intuitive search functionalities.

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VendorNet 2.0

- Within the first month of launch on June 6th:
 - 254 new bidders
 - 132 new active bids
 - 13,406 new users viewing pages
 - 18,537 returning users viewing pages
 - Average session duration was 4 minutes and 21 seconds
- Next steps
 - Phase 2 which may include more search options for registered vendors
 - More interactive message boards for users for general communication
 - We are continuing to look for feedback regarding the new site
 - DOA DEO WIS Procurement DOAWISPro@wisconsin.gov

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VendorNet 2.0 Link

- <https://vendornet.wi.gov/>

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Questions?

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