Procurement Gateway Implementation
Project Newsletter

Project Description
Procurement Gateway is a UC Santa Barbara project that is changing the way the campus purchases goods and services and is enabling the Purchasing Department to respond to buying needs in a more timely and effective manner. The campus contracted with SciQuest, the UC standard provider of web-based procurement software, to provide departments with a tool that will improve functionality, leverage our collective buying power, and make it easier to identify and purchase sustainable products. This project is the result of a unique collaboration between Academic Affairs, Student Affairs, and Administrative Services.

Project Status
The Gateway eProcurement software was made operational this past summer and initial implementation and testing by pilot departments was completed during early fall. Full rollout of the system to the UCSB campus is underway with over 60 different campus departments having used the system.

Cumulative Summary

<table>
<thead>
<tr>
<th></th>
<th>July 2012</th>
<th>October 2012</th>
<th>November 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Users</td>
<td>100</td>
<td>909</td>
<td>1,161</td>
</tr>
<tr>
<td>Active Departments</td>
<td>5</td>
<td>47</td>
<td>65</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>103</td>
<td>1,022</td>
<td>1,526</td>
</tr>
<tr>
<td>Paid Invoices</td>
<td>62</td>
<td>725</td>
<td>1,279</td>
</tr>
<tr>
<td>Suppliers in the System</td>
<td>480</td>
<td>760</td>
<td>852</td>
</tr>
<tr>
<td>Dollar Volume</td>
<td>$340K</td>
<td>$2.2 million</td>
<td>$5.7 million</td>
</tr>
</tbody>
</table>

Benefits

- **Pricing:** Access to contracted prices to ensure the best value.
- **Selection:** Access to a wide range of products and services.
- **Speed:** Expedites the ordering process by creating one cart that automatically sends orders to suppliers.
- **Controls:** Workflow automates approval routing and tracking to ensure full control and accountability.
- **Payment:** Manage multiple fund sources, split-funding, and automatic invoice settlement.
- **Visibility:** View the current status of requisitions and run real-time reports on spending.
- **Sustainability:** Access to green vendors and products.

Moving Forward

1. Achieve full deployment to the UCSB campus by June 2013.
2. Integrate the Procurement Gateway with the financial system.
3. Fully transition the Procurement Gateway to a core business service that is supported and maintained by Administrative Services (Summer 2013).