

Purchasing Newsletter

Director's Note

The Purchasing Team has come a long way, but the journey is far from over! Our goals for FY 09 revolved around improving communication with campus departments, promoting Procurement Code compliance, enhancing professional staff credentials, and adding value to the campus. We are proud of the progress that we have made so far as we look back to some of our accomplishments.

Purchasing on the Move continues to gain popularity in the campus and has given us the opportunity to connect with departments staff. *The Quick Reference Guide* was a hit, not only in the Chicago campus, but also in other campuses and state universities. The new email UICPurchasing@uillinois.edu has improved internal efficiency in the assignment of procurement requests. Compliance awareness has improved in many campus departments. We successfully piloted strategies to reengineer and streamline processes. Full implementation will continue throughout FY10. Most of the professional staff has received professional certification in public procurement. Finally, we improved our efforts to help campus units realize cost savings through procurement and negotiation strategies.

Cost savings for the fourth quarter of FY 09 amounted to approximately \$1.4M, bringing the total FY 09 savings to approximately \$8.9M. I'd say that it has been a successful year and we begin a new fiscal year with optimism and renewed energy! *Happy new fiscal year 2010!*

Year-end Transactions

We appreciate all campus departments' cooperation in the year-end transactions. Your partnership helped us complete over 3,500 purchase orders in a very short time.

The Purchasing Team

Training Opportunities

Purchasing on the Move is still available. Please contact Nancy Reynolds, nreynold@uic.edu or Maggie Ramirez, ramirez29@uillinois.edu at (312) 996-7084 to schedule a session at your location.

...and your favorite buyer is...

The results are in! Your favorite buyers are Ozie Williams, Margaret Kibaya, and Arlene Shorter. The qualities that the campus appreciates the most about these three individuals are their problem solving abilities, courtesy, and prompt response to questions. We heard you loud and clear and will continue to work on improving communication and response time. Nominees also included Ruth Rios, Jeff Walsh, Rachel Porrata, and Christine Whitfield.

In addition, the survey revealed the good work of purchasing staff at certain campus departments. We would like to acknowledge them: Perry Halverson, College of Medicine in Peoria; Linda Analiz-Avila, Department of Psychology; Danel Abando, College of Engineering; and Stephanie Whittaker, Department of Political Science.

Thank you to all that participated in this quick, informal survey.

Did you know that...?

Bids are awarded to the lowest responsive and responsible bidder. This means that the bidder must

- meet the specifications,
- be financially stable and qualified to provide the goods or services, and
- provide the best price

Minority and Female Business Enterprise (MAFBE) Program

A Successful Conference!

On June 10, 2009 approximately 400 vendors and University personnel attended the MAFBE Conference "Making the Connection 2009". This year our keynote speaker was Gloria Castillo, Executive Director of the Chicago United. Her speech was right on point. The active participation by University colleges and departments contributed to the success of the event. The feedback by the vendor community and external agencies has been extremely positive. Thank you for contributing to the success of this event. Information and pictures of the Conference will soon be available on the MAFBE website.

Professional certifications on the rise

Congratulations to the newly certified CPPOs and CPPBs! As mentioned in a previous newsletter, achieving certification as either Certified Professional Public Buyer (CPPB) or Certified Public Purchasing Officer (CPPO) is evidence of a successful professional development program. These certifications are very highly regarded in the industry. The new CPPOs are Kevin Fair and Rachel Porrata. The new CPPBs are Marrion Miller, Janice Thomas, and Jeff Walsh.

These certifications represent a significant accomplishment for OBFS-Purchasing Division in the Chicago campus. Already 100% of the management staff in Purchasing are CPPOs and 78% of the buyers that meet the qualifications to sit for the exam are certified. We appreciate the support of upper management in this professional achievement.

Purchasing Helpful Tip

Contracting...

- Encourage vendors to accept the University's standard contract. The standard contract has been approved by Legal Counsel; therefore, a second review is not necessary.
- Discourage vendor exceptions to the University's standard indemnification language. Negotiations could be lengthy when dealing with indemnity.

Contacts

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