

## EXECUTIVE ORDER NO. 533

*“ENHANCING THE EFFICIENCY AND EFFECTIVENESS OF THE EXECUTIVE DEPARTMENT  
PROCUREMENT AND ESTABLISHING A MUNICIPAL PROCUREMENT PROGRAM”*

# Annual Progress Report

Fiscal Years 2013 & 2014



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Operational Services Division  
November, 2014

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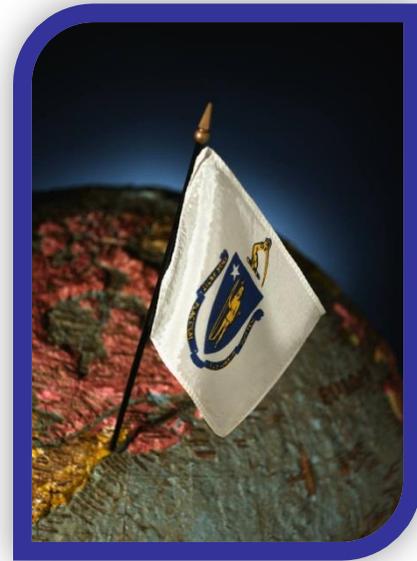
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## SUMMARY

As required by Section 10 of *Executive Order No. 533 (EO533), Enhancing the Efficiency and Effectiveness of Executive Department Procurements and Establishing a Municipal Procurement Program*, signed by Governor Patrick on May 9, 2011, the Operational Services Division (OSD) is submitting this Annual report to the Executive Office for Administration and Finance. OSD is pleased to provide you with the following accomplishments, achieved during Fiscal Years 2013 and 2014, as they relate to the 5 subsections of Section 10 of EO533.



## PROGRESS

### *Progress made by the Executive Department towards statewide and secretariat procurement reform*

The Operational Services Division has made significant progress since the enactment of Executive Order 533. The improvements and positive changes made have impacted every aspect of OSD's procurement responsibilities, including Strategic Sourcing's Statewide Contracts, the Municipal Procurement Program (MPP) program, Training, Outreach and Events, Supplier Diversity, and the introduction of our new, end-to-end eProcurement market center, COMMBUYS.

### Strategic Sourcing

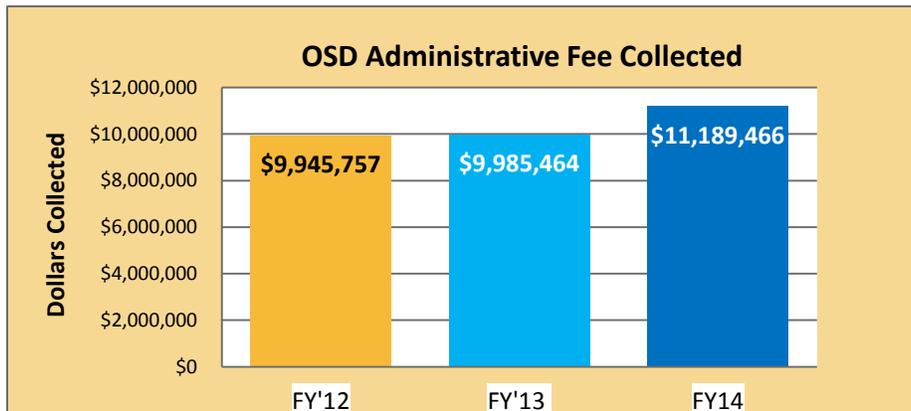


- **Improved Statewide Contracting:** OSD is confident that the Statewide Contracts (SWCs) we create through our seven-step Strategic Sourcing methodology provide best value to our customers as well as reduce the administrative burden for them to competitively procure goods and services on their own. The greater use of our SWCs increases our purchasing power for even better value in negotiating our future contracts. As such, OSD has focused on several initiatives to increase SWC use and spending to include:

- ✓ A complete redesign of the OSD Strategic Sourcing Pages located on the OSD Website; differentiating the Sourcing Pages by “Buy from” and “Sell to;”
- ✓ Creating user-friendly Contract User Guides for each SWC enabling the customer to quickly access contract information and make contract purchases. Contract User Guides are particularly helpful to the municipalities who may not be familiar with the broad portfolio of Statewide Contracts;
- ✓ Posting pertinent SWC information including: a new searchable SWC Index allowing for quick access to our contracts and schedule of upcoming procurements;
- ✓ Searchable online catalogs in COMMBUYS, speeding up the ordering process.

Several new contracts issued in FY13 and FY14 demonstrate our success in providing additional enhanced options for Municipalities who are purchasing costly items, such as Heavy Duty Trucks and Equipment and Light Duty Vehicles. Other notable new OSD contracts issued in this period include:

- ✓ the consolidation of several IT contracts into a single Network Services Contract,
  - ✓ Prime Grocer
  - ✓ Dairy Products
  - ✓ Office Supplies
  - ✓ Landscape and Outdoor Application Products
  - ✓ IT Staff Augmentation
  - ✓ Security Surveillance and Access Control Systems
  - ✓ Enterprise Temporary Help
  - ✓ Water Treatment Chemicals & Systems
  - ✓ Hazardous Waste Removal/Disposal
  - ✓ Electricity
  - ✓ Natural Gas
- **Spending on OSD Statewide Contracts has increased steadily since FY 2012:** This significant increase, as demonstrated in the growth of Administrative Fee Revenue year over year (Admin. Fee = 1% of all SWC spend), validates the effectiveness of our multiple Training, Outreach, and Sourcing improvement efforts, including the Municipal Procurement Program (MPP), Strategic Sourcing Methodology training and application, and MASSbuys promotion over the last two years.



- **Secretariat Procurement Plans:** Each year, OSD provides prior fiscal year spending data by department to Secretariat Chief Procurement Officers (SCPOs). This data aids the SCPOs in creating their annual Fiscal Year Secretariat Procurement Plans. The Secretariat Procurement Plans are used by OSD's Strategic Sourcing Unit to assess contract needs and incorporate those forecasts into new procurements. FY15 highlights from these Procurement Plans include major purchase identification of more than \$80 million in IT spending, and several million in vehicle and equipment purchases. These plans also offer recommendations for procurement reform, cost-savings and efficiencies in the procurement process.

## Municipal Procurement Program

- The Municipal Procurement Program (MPP) participants include representatives from OSD Sourcing, Training, Supplier Diversity, the Information Technology Division, and municipalities, and meets approximately bi-monthly. Below are key contributions attributed to the MPP:
  - ✓ Non-executive department spending on Statewide Contracts has increased each fiscal year since the inception of EO 533.
  - ✓ OSD routinely solicits input and works to increase municipal participation on Strategic Sourcing Services Teams (SSSTs). Contract use data provided by SWC vendors indicates that in some cases, contract use by municipalities is greater than that of executive departments.
  - ✓ An example of a successful contract established specifically in response to local needs and identified by the MPP is the contract for Heavy Duty Trucks. In its first full year, the contract has generated \$7 million in sales, primarily from cities and towns in Massachusetts.

## Training, Outreach and Events

- **OSD Training:** OSD Training has ramped up the available training sessions offered to both buyers and sellers since FY12 by expanding from the classroom to the internet through webinars and webcasts. The following chart shows training statistics for regularly scheduled OSD Procurement and SDO training over the last two years:

OSD Training	Total Attendees	Total Classes
<b>Total FY13 Attendees</b>	<b>6,801</b>	<b>245</b>
Buyer	5,615	191
Seller	1,186	54
<b>Total FY14 Attendees</b>	<b>4,899</b>	<b>174</b>
Buyer	2,989	106
Seller	1,910	68

- **COMMBUYS Training:** OSD's launch of COMMBUYS in March 2014 generated an accelerated and intensified training effort of both buyers and sellers. The following chart shows the COMMBUYS training statistics through July 2014:

COMMBUYS Training	Total Attendees	Total Classes
<b>Total FY14 Attendees</b>		
Buyer	<b>2,518</b>	<b>259</b>
Seller	<b>363</b>	<b>6</b>

Note: As of July 1, 2014, all COMMBUYS training has been absorbed by the OSD Training, Events and Outreach Department.

- **Outreach:** OSD has steadily strengthened its outreach to municipalities as we further pursue the mutually beneficial goals of the Municipal Procurement Program (MPP). The OSD Buyer's Outreach Program participated at various association trade shows and meetings including:

**FY13 OSD Municipal Buyer Expo Tables:**

National Association of Housing & Redevelopment Officials (NAHRO) Annual Conference & Expo – Hyannis  
 Massachusetts Municipal Association Conference – Boston  
 New England Water Works Conference – Worcester  
 Massachusetts Recreation and Parks Association – Hyannis  
 Massachusetts Collectors and Treasurers – Sutton  
 Department of Revenue New Business Officials Forum – Worcester  
 Fire Chiefs Association of Massachusetts Annual Conference and Show – Boxborough  
 Massachusetts Association of Public Purchasing Officials Conference (MAPPO) – Beverly  
 Massachusetts Association of School Business Officials (MASBO) – Randolph  
 Massachusetts Association of School Committees – Hyannis  
 Massachusetts School Library Association – Sturbridge  
 Massachusetts Computer Using Educators – Foxboro  
 Massachusetts Council on Aging – North Falmouth  
 Massachusetts Emergency Management Agency Conference – Holyoke  
 Massachusetts Higher Education Consortium – Sturbridge  
 School Nutrition Association – Worcester  
 Massachusetts Digital Government Summit – Boston  
 Massachusetts Chiefs of Police Vendor Show – Marlborough  
 New England Public Works Expo – Fitchburg



**FY14 OSD Municipal Buyer Expo Tables:**

Massachusetts Council On Aging – Sturbridge  
 Massachusetts Digital Government Summit – Boston  
 Mass Computer Using Educators – Foxboro  
 School Nutrition Association - Worcester  
 MASC/MASS Joint Conference - Hyannis  
 MASBO Fall Institute - Randolph  
 Massachusetts Municipal Association Conference – Boston  
 Fire Chiefs Association of Massachusetts Annual Conference and Show – Boxborough  
 Massachusetts School Library Association Annual Conference - Hyannis  
 MASBO Annual Trade Show – Randolph  
 Massachusetts Recreation and Parks Association – Sturbridge  
 Massachusetts Chiefs of Police Vendor Show – Marlborough  
 New England Water Works Conference – Worcester  
 National Association of Housing & Redevelopment Officials (NAHRO) Annual Conference & Expo – Hyannis  
 Massachusetts Emergency Management Agency Conference – Worcester  
 Massachusetts Facilities Administrators Association (MFAA) – Sturbridge  
 Division of Local Services (DLS) New Officers Finance Forum – Worcester

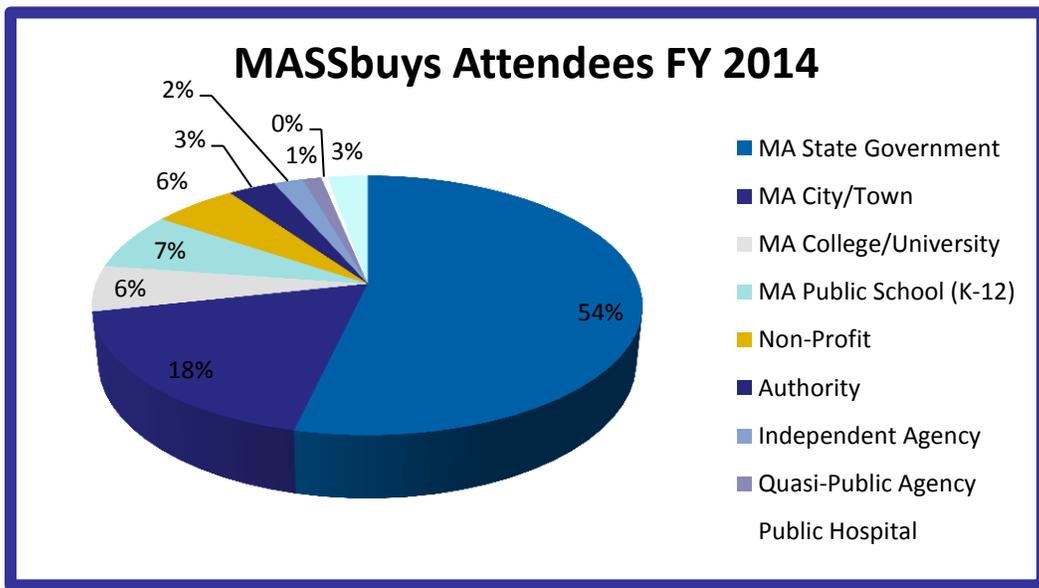
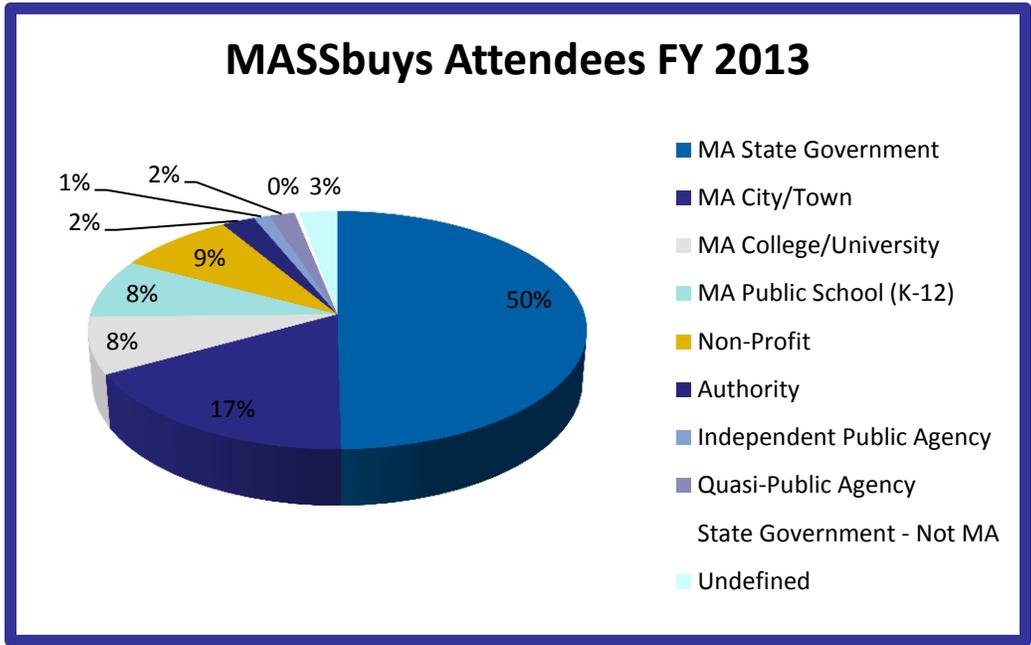


- MASSbuys:** Each spring, the Operational Services Division hosts the **Annual MASSbuys Expo**. This event is the largest business to government gathering in Massachusetts that brings vendors on a Statewide or Departmental Contract together with buyers who purchase from them. With nearly 400 different vendors and more than 2,600 attendees, the event total reaches nearly 3,000 people – creating a day of synergy and high energy. The Expo includes 20-25 workshops on topics ranging from professional development to procurement law, with an exhibit hall and arena full of vendor demos and displays of the latest goods and services available on the contracts.



The event began back in 1998 as the Statewide Training and Resource Expo (STAR), and was rebranded in 2012 to the current MASSbuys EXPO. Since 2013, overall attendance increased by 13% and vendor participation by 6.3%. Since 2012 attendance increased by 17.5%, and vendors by 7.1%.

This year, OSD featured the launch of COMMBUYS at MASSbuys with an interactive booth entitled “COMMBUYS: The World of the Future” providing COMMBUYS demonstrations, a theater spotlighting short webcast courses for vendors and buyers as well as instructor-led courses instructing attendees on COMMBUYS registration, navigation, purchasing and procurement.



- **Supplier Diversity:** OSD includes Supplier Diversity Office (SDO) representation on its Strategic Sourcing Services Teams (SSST) to ensure that SDO goals will be a part of all upcoming procurements. Chief Procurement Officers serve as their department's Supplier Diversity Officers and meet regularly with the SDO. The SDO continually works with OSD's Office of Training, Outreach and Events to insure SDO objectives are incorporated into procurement trainings.

OSD has also improved the Supplier Diversity Plan process by simplifying the way bidders and awarded contractors create Supplier Diversity relationships. These relationships are reported to OSD and contracting departments on a regular basis. The new Supplier Diversity Program (SDP) Policy was implemented on October 1, 2013 and requires all contractors to commit to a specific percentage of sales against the state contract, and to report those dollars spent with SDO-certified vendors on a quarterly or semi-annual basis.

This streamlined approach facilitates the SDP requirement by ensuring that prime contractors understand their volume of contract business prior to committing to the appropriate percentage of their contract to a certified SDP subcontractor. Prime contractors can measure their SDP spend on the sales generated from the contract. Contractors are developing positive and productive business relationships based on their real needs, as the new policy does not place restrictions on the types of business relationships established, only that the other businesses be SDO-certified. OSD believes this approach is a win-win for prime and SDO-certified businesses.



- **COMMBUYS Municipality Enablement Program:** When COMMBUYS was launched on March 24, 2014, the innovative market center marked a new milestone for the Commonwealth and all of the government entities within Massachusetts' borders. For the first time, the Operational Services Division was able to provide an enterprise wide solution to Executive Departments, all non-Executive departments, all cities and towns, all school districts, and all of higher education at no cost. Essentially, COMMBUYS provides a full end-to-end procurement and purchasing system to any government entity that does not currently have a procurement module which supports their specific financial system.



COMMBUYS is designed to connect all levels of Massachusetts government with business and to connect Massachusetts government entities with one another. This all happens in one place and is available 24/7/365. COMMBUYS provides market center members with the tools to develop and publish solicitations online, receive solicitation responses electronically, conduct online evaluations, publish public bid award notifications, shop and order online, enter receiving information, and enables electronic storage of documents

associated with a solicitation and with the purchasing activity against those awarded contracts.

In June, OSD launched our COMMBUYS outreach program to local governments enabling local purchasing officials to learn about the benefits of using COMMBUYS both for purchasing and for posting and managing bids online. To date, 10 municipalities are piloting COMMBUYS. The pilot program includes a series of meetings sequenced to guide local purchasing officials through the learning and adoption process. After providing an overview of the COMMBUYS system and how it works, our team members work to map local purchasing and procurement processes to the COMMBUYS workflow. Next, pilot participants receive training and assistance with COMMBUYS set-up activities. COMMBUYS is extremely flexible and can be set up to accommodate a variety of purchasing processes, approval paths, and user profiles. In addition to follow-up from the outreach team, new municipal COMMBUYS users also have access to the COMMBUYS Helpdesk which is available on the phone at 1-888-627-8283 or via email at COMMBUYS@state.ma.us for ongoing support.

## RESULTS

### Continued Results of OSD's Reform Efforts

- Cost Savings and Revenue Generation:** The Operational Services Division has conducted a number of revenue generating and cost saving initiatives over the past two years. Overall usage of Statewide Contracts by all eligible entities has increased by approximately 13% since FY12, resulting in an equivalent rise in Administrative Fees collected. Fee revenue growth for the past 3 years is as follows:

FY12	\$ 9,941,970
FY13:	\$ 9,982,965
FY14:	\$11,188,631 (as of week 51, not including accounts payable)

OSD was able to generate this additional Administrative Fee revenue in FY14 by creating new Statewide Contracts for high-cost purchases (examples - Heavy Duty Vehicles, Light Duty Vehicles), conducting strong marketing and outreach efforts to eligible entities encouraging use of our contracts, and by ensuring contract vendors were paying the appropriate portion of administrative fee for goods and services purchased. The department-wide WIG (Wildly Important Goal) for FY 13, to increase spending on Statewide Contracts from 978 million to 1.2 billion dollars, also drove the momentum for increased FY14 contract spend.

In FY13, Statewide Contracts generated demonstrated savings of \$15.5 million dollars, and an additional \$6 million dollars in Prompt Pay Discount (PPD) savings. Although not yet calculated, FY14 will have at least that amount of hard savings, with an estimated \$7 million dollars saved through PPD.

OSD's Statewide Contracts generate cost savings by their very nature, aggregating large amounts of public spending saves time, effort and money. We estimate that Statewide contracts save at least 3-5% or more for our public purchasers in cash savings, and significantly more than that in savings of time and effort. If departments and other eligible entities were to create and conduct individual procurements for the same goods and services available on OSD Statewide Contracts, they could not achieve the volume savings inherent in Statewide Contracts, and there would be significant and unnecessary duplication of effort. By using our contracts, executive departments and other public entities achieve savings and best value, enabling them to concentrate on fulfilling their primary missions.

Other activities of interest include:

- ✓ OSD has continued its partnership with the Massachusetts Higher Education Consortium (MHEC) for targeted cooperative Statewide Contracts. Contracts collaborated with MHEC include Enterprise Temporary Help Services and Network Services.
- ✓ The Procurement Advisory Board (PAB) has representation from higher education and the judicial branch and Commonwealth municipalities in addition to Secretariat Chief Procurement Officers. During FY'13 and '14, the PAB met quarterly and have been key advisors in the implementation of the Commonwealth's new eProcurement system, COMMBUYS.
- ✓ OSD has also pursued cooperative purchases with other states, including:
  - Collaboration on a Clothing and Uniform contract with the state of Connecticut,
  - Participation in the WSCA/NASPO Hardware contract, and
  - Partnering with the Commonwealth of Pennsylvania on our Small Package Delivery Services.

## COMMBUYS

Executive Order 533 defined the future of purchasing in the Commonwealth. It embraced repair and reform, it expressed support of local government purchasing options through municipal purchasing programs, and it directed OSD to create a strategic plan for implementing a new eProcurement system.

The value proposition for both buyers and sellers in the planning and implementation of COMMBUYS throughout FY13 and FY14 was not only to support solicitations, contracts and contract management, but also to create a better, bigger, and simpler way for users to fulfill their purchasing needs on a Statewide Contract, on department contracts, and/or city or town contracts. Our users needed a modern, end-to-end electronic procurement market center that could bring efficiencies, transparency and increased opportunity to all.

OSD established COMMBUYS to create a broader, more robust community of buyers and sellers. This means that all of our communities (executive branch, cities and towns, school districts, higher education, authorities and constitutional offices) can come together and leverage the tool and the business opportunities that partnering can bring to public procurement.

The Operational Services Division (OSD) finalized a contract with Periscope Holdings, Inc. on May 31, 2013 to replace the existing Comm-PASS bid solicitation system with a fully functional and integrated eProcurement system, known as COMMBUYS. The core functionality of COMMBUYS launched on March 24, 2014, and the full implementation is scheduled to be completed in July 2015. COMMBUYS is the Commonwealth's first software-as-a-service (SaaS) enterprise solution.

COMMBUYS has fundamentally changed the business experience for buyers and sellers. For



### The COMMBUYS Advantage

#### For Buyers

##### Fast ordering, online, at advantageous prices

- Advanced key-word search finds vendors, goods and services fast
- Online catalogs make shipping easy
- An expanding marketplace meets emerging buyer needs
- Automated purchasing workflow speeds purchasing

##### Seamless, end-to-end online bid process

- Easy bid posting
- Online Quote Submission and Q&A
- Efficient evolution and award

#### For Sellers

##### Single portal to reach thousands of buyers statewide

- Detailed business profile capabilities help buyers find you
- Available online and open all the time
- Free exposure to thousands of buyers

##### Opportunities come to you

- Electronic Purchase Order delivery
- Automated bid and contract notices

##### B2B exchange

- Find partnering opportunities with supplier Diversity and Small Business Program sellers

buyers, COMMBUYS enables both end-to-end bid (procurement) management, and also implements online catalog purchasing from Statewide Contracts. Online buying from catalogs is supported by automated workflow and approval paths. Because buyers anywhere in an agency can prepare purchasing requisitions and route them for approval, the ease and volume of buying activity increases and buyers can get what they need when they need it.

COMMBUYS Phase 1 (March 24, 2014) provided the following:

- Advanced search and price comparison capabilities to ensure our buyers get the best value and lowest cost on agency purchases,
- Automated workflow that eliminates manual processes, accelerates approvals, and shortens time to purchase,
- Historical order information at users fingertips,
- Electronic PO delivery to sellers, accelerating order fulfillment and enabling prompt pay discounts,
- An end-to-end, online process for bid publication, quote evaluation, vendor communications and award that will improve procurement efficiency and transparency,
- Improved control of spending under management through standard reports now, and then through in-depth business analytics (coming in early 2015), and
- Full procure-to-pay automation with the MMARS interface – coming in early 2015 as [art of in Phase II.

COMMBUYS Phase 2:

In Phase 2, the COMMBUYS Project is on schedule to deliver:

1. November, 2014 - A real time small business eligibility validation interface with the Department of Revenue(DOR) Warehouse
2. June, 2015 – MMARS Interfaces for funds availability, purchasing, contracts, master agreements and payment requests. MMARS Interface design will:
  - Provide single point of entry for procure to pay processing through the development of related interfaces to the State’s accounting system (MMARS)
  - Integrated security processes with MMARS to maintain compliance with applicable State Finance laws, State Comptroller, and Operational Services Division fiscal policies
  - Enhanced PO management processing to ensure accounting and approval requirements are met prior to orders being sent to vendors
  - Continued expansion and refinement of vendor catalogs, both punch out and line item, to enhance the buyer experience and expand product offerings as statewide contracts are renewed
  - Ability to provide detailed spend analytics through the use of embedded reporting tools and detailed UNSPSC item level purchasing.

COMMBUYS Phase 3:

Phase 3 will bring us in-depth data analytics and will occur simultaneously with the development and implementation of Phase 2. The data analytics portion of the project will allow us to obtain real-time and detailed ordering and spending information on thousands of goods and services

used by state government. The ability to gather this detail has many advantages, including informing our future procurement scope and goals for Statewide Contracts, detecting meaningful trends in purchasing and allowing for comparisons between contracts and with year over year spending patterns.

COMMBUYS is Self-Supporting:

OSD has taken an innovative approach to fund the COMMBUYS project by repaying the bond commitment through our Administrative Fees. The OSD Admin Fee is a 1% fee-per-transaction on Statewide Contract orders, and will pay down the project debt over a --- year period.

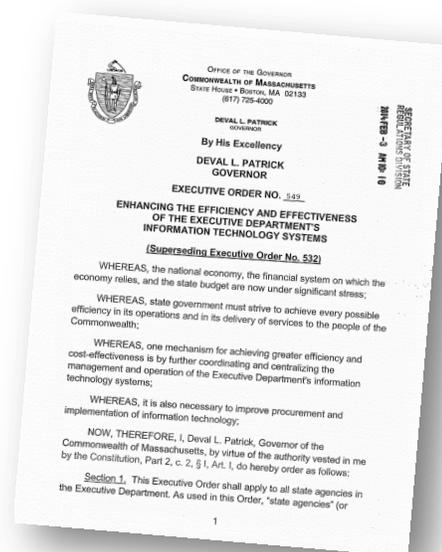
## OPPORTUNITIES

### Information Technology

#### *Executive Order 549: Enhancing the Efficiency and Effectiveness of the Executive Department's Information Technology Systems*

This Executive Order provides OSD and ITD the opportunity to greatly improve and reform IT planning, procurement and large project oversight. We believe this Executive Order, with the codifying language recently passed in the Legislature's Technology Bond Bill, will greatly enhance the way IT procurement is conducted and managed going forward. OSD welcomes this opportunity to pursue IT procurement reform to reflect the realities of the ever-changing IT world. OSD plans to achieve the following through this reform effort:

- Streamlining the procurement process in order to simplify the process for state agency procurement staff when conducting the procurements, for public entity purchasing staff when using the contracts and for interested bidders when bidding on the procurements;
- Eliminating barriers in our standard contacting terms in order to make it easier to conduct business with the Commonwealth and increase participation in the bidding process;
- Developing and issuing procurement and purchasing document templates, including a "Request for Response" (RFR) template, thereby making the procurement process more user-friendly for agencies and businesses;
- Developing new training programs for state agency procurement staff, including a multi-day Strategic Sourcing training for all executive branch procurement staff;



- Improving the Supplier Diversity Program policy and process to allow certified minority-, women-, and service disabled veteran-owned businesses, and prime vendors the ability to partner through state contracts;
- Creating the Municipal Procurement Program in order to help meet municipal purchasing needs;
- Improving customer service to public entities and businesses by implementing a Procurement Helpline;
- Investigating and benchmarking Commonwealth prices for goods and services against other contracts that are of similar scope and complexity;
- Working with other professional procurement associations to identify other successful procurement models; and
- Investigating, leading and/or designating collective/cooperative procurements with other states and Commonwealth public entities.

#### **Strategic Sourcing Unit Enhancement**

OSD plans to establish a new, specialized section within the Strategic Sourcing Unit that will support the significant work of establishing and maintaining the Statewide Contract catalogs on COMMBUYS. As part of the operational transformation of COMMBUYS work, from project to daily use and support, the catalog team will help manage the hundreds of thousands of line items of SWC catalog data, improve buyer experience in using the catalogs by responding to their feedback, and serve as a department and vendor resource for establishing new catalogs.

#### **Enhanced Training and Enablement Support for Muni's**

On July 1st 2014, The OSD Training, Outreach and Marketing department became the Training, Outreach and Events department. With that change in OSD's learning and outreach charter, we transitioned all COMMBUYS project training courses and trainers to OSD operations. The transition provided OSD the unique opportunity to expand upon existing training programs. By creating high-impact educational opportunities OSD will increase the existing customer's knowledge base and provide educational opportunities for new customers. It also provides OSD the opportunity to conduct more educational events. In fact, during the first two months of FY'15, it is estimated that the unit will conducted approximately 100 educational events, with over 2,300 participants.

As we grow our COMMBUYS Market Center and its users, we have created the OSD Communication and Marketing Department. Because COMMBUYS offers the opportunity to significantly expand the number of buyers and vendors participating in the state's online marketplace, it is imperative that OSD make communications a priority and promote a comprehensive and coordinated communications program. The new Communications and Marketing Department can ensure that information and messages across the agency are consistent and that OSD seizes every opportunity to cross-promote OSD programs and services and engage a range of constituents.

## GOALS

*Goals for the upcoming fiscal year for cost-savings and improved efficiencies*

### OSD's Wildly Important Goal (WIG)

Looking ahead to FY15, the Operational Service Division has an agency wide goal *to Increase productivity through OSD Systems/Processes by 10% by June 30, 2015.*

- The Strategic Sourcing Services Unit is working to increase the MMARS SWC Spend per employee staff hour.
- The Legal Policy and Compliance Unit is updating OSD policy webpages to include the Procurement Information Center (PIC) to make it easier for our customers to complete procurements.
- The COMMBUYS Helpdesk is striving to reduce the response time of Helpdesk calls by 15% to provide better customer service.
- The Training and Outreach Unit is working to increase attendance at their Training and Outreach events by 40% to better serve our customers.

## LOOKING AHEAD

The Secretariat Procurement Plans have identified several major purchases for the upcoming fiscal year. Information Technology and vehicle replacements and purchases remain a significant area of major purchasing planned across state government in FY 15. The following are excerpts from Secretariat Procurement Plans that OSD is reviewing to identify areas where Statewide Contracts can support them, or where our procurement expertise can be used to help leverage these procurements.

#### **Executive Office of Administration and Finance (ANF):**

**Teacher's Retirement Board (TRB):** IT infrastructure replacement for MyTRS pension administration system and changing network from no-virtualized model to a virtualized hardware model.

**Information Technology Division (ITD):** \$28.8 million dollars in various IT improvements planned, including:

- \$5.7 million Data Center Consolidation;
- \$3.7 million MassNet Capital Request;
- \$3.5 million Disaster Recover Request and
- \$2 million for End of Life Firewalls.

**Executive Office of Education (EOE):** Teacher Licensure/Student ID (SASID) system

#### **Executive Office of Energy and Environmental Affairs (ENV):**

- EIPAS IT procurement – roughly \$45 Million
- BRNE Patrol Vessel – 2012 PSGP - \$1,670,000.00
- COTP Boston Surveillance System & Surveillance Equipment – 2013 PSGP – \$616,250.00

- JEA Patrol Equipment – 2014 JEA - \$380,000

**Department of Conservation and Recreation (DCR):** Equipment Purchases (Vehicles and Zambonis) - \$1,000,000

**Executive Office of Labor and Workforce Development (EOL):**

- UI Outline maintenance agreement including optimization for compliance and efficiency will be implanted in FY2015;
- Data warehouse federal revenue and benefits report development will continue in FY2015.
- Data warehouse revenue program development and revenue & benefits maintenance will continue to FY2015.
- Foreign Labor Certification (web-based application), is also planned to be procured and implemented within FY2015 for DCS.
- FileNet enhancement to support the UI Online system will be implemented in FY2015.

**Executive Office of Public Safety & Security (EPS):**

Next Generation 911 system (8/14) funded by 911 Trust Account

**Department of State Police (POL):** State Police Cruisers; a new Helicopter.



**Executive Office of Health and Human Services (EHS):** Vehicles – Passenger Vehicles; Dump

**MassDOT:** Barrier Transfer Vehicles and Buses

## New Statewide Contracts in FY 2015

- ✓ Bottled Water, Emergency Bottled Water, Water Filtration Services, Reverse Osmosis with available Services and Supplies
- ✓ Enterprise Temporary Help Services
- ✓ Medical Commodities
- ✓ Lawn & Grounds Equipment, Parts, Services
- ✓ Solid Waste/Recycling
- ✓ Green Cleaning Products
- ✓ Police/Fire/EMS/Marine Equipment Contract
- ✓ Influenza Vaccine 2015-16 season
- ✓ Photocopiers, printers, document solutions
- ✓ Furniture Contract
- ✓ Audio Visual Equipment and related services
- ✓ Tire contract (WSCA)
- ✓ Hire contract (NY)
- ✓ New Gasoline contract
- ✓ New Ultra Low Sulfur Diesel Fuel
- ✓ New Biodiesel Contract
- ✓ New #2 Heating Oil Contract
- ✓ New Vehicle Parts Contract
- ✓ New Printing Contract
- ✓ Toughbook computers (new)

- ✓ Learning Technology Initiative (LTI) WSCA contract
- ✓ Two Way Radio Systems
- ✓ Small Package Delivery
- ✓ Software Reseller Contract
- ✓ Advertising, Marketing & Event Planning Services

## CONCLUSION

Fiscal years '13 and '14 have been busy, productive and transformational for OSD. Strategic Sourcing has taken hold and is being practiced by our Sourcing Leads and departments every day, and that has resulted in improved Statewide Contracts and better executed department procurements. The steady increase in contract usage by all eligible entities has resulted in increased administrative fee revenue and in cost savings realized through good pricing and prompt pay discounts.

COMMBUYS planning and implementation was successfully accomplished, and will yield significant benefits for future procurements, information availability, interface with MMARS and robust data analytics.

OSD is excited to build on our successes and continue to embrace the principles of Executive Order 533 as we proceed with fiscal year 2015.