



MOUNTAINEER MARKETPLACE



WHAT IS MOUNTAINEER MARKETPLACE?

MOUNTAINEER MARKETPLACE

is WVU's new e-Procurement tool, which will be used to order supplies from our top vendors. It replaces WVU Buy.

This tool is a significant improvement because it:

Fully integrates with MAP, allowing for accurate funding selection and reporting

Uses approval workflow before an order is placed, ensuring purchases are authorized

Allows email and mobile approvals

Routes automatically to supervisor, EBO, PI, etc., based on funding selection and embedded rules

Uses pre-negotiated vendor catalogs, ensuring best prices and compliance with state rules and laws

Electronically submits orders to vendors and lets vendors submit electronic invoices, supporting our move toward paperless process

WHY SHOULD WE USE MOUNTAINEER MARKETPLACE?



First, it's easy.

- The system works much like Amazon with “shopping cart” and “checkout” features.
- You can track your orders to see where they are in the approval process.
- EBOs get “real-time” information about purchases and commitments.

Second, it frees up time.

PCPS is in the process of sourcing new vendors and creating “preferred” vendor catalogs on the system, which means pricing and terms are already established. You just “grab and go.”

Third, it saves WVU money.

- \$5 million per year through negotiated contracts
- Cuts paper use by eliminating the use of internal forms and by automating the invoicing process
- Accurate up-front funding source selection during the approval process, rather than post-purchase paperwork for PCards

DID YOU KNOW

PROCUREMENT CONTRACTING & PAYMENT SERVICES

processed more than 1 million pieces of paper to pay bills in 2015. On average, each purchase involves about 3 pieces of paper.



SO 20,000 direct-pay invoices = 60,000 SHEETS
16,000 invoices to pay purchase orders = 48,000 SHEETS
14,000 internal WVU transfers on paper forms = 42,000 SHEETS
250,000 PCard transactions = 750,000 SHEETS



On top of that, PCPS processes 7,000 purchase orders averaging 4 sheets each = 28,000

AND

15,000 travel/employee reimbursements, Averaging 5 sheets each = 75,000

THAT'S 1,003,000 PIECES OF PAPER A YEAR!



100 SHEETS = 1LB
10,030 POUNDS

THAT'S THE EQUIVALENT OF ABOUT 12.5 TREES
* 1 PINE TREE YIELDS ABOUT 800 POUNDS OF PAPER

ALTERNATIVE? MOUNTAINEER MARKETPLACE

The new eCommerce tool coming to **MyAccess** lets you fill a shopping cart, then automatically routes your purchases for the proper approvals. This eliminates both the need to use a PCard and time-consuming, paper-intensive back-end reconciliation of many routine or recurring purchases. Learn more at <http://procurement.wvu.edu/news/news>

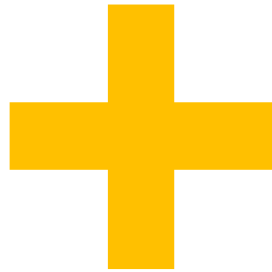
THE RESULT? **WVU saves time and money!**

We spend more than **\$400 MILLION** a year on goods and services from more than 15,000 suppliers. If we reduce costs **10%** by automating processes, it will save the University **\$40 MILLION**

WHAT CAN I BUY THROUGH MOUNTAINEER MARKETPLACE?

Catalog items such as:

- Business cards and stationery
- Office supplies
- Break room supplies
- Janitorial supplies
- Lab supplies
- Computer hardware and software
- Maintenance, repair and operation supplies
- Audiovisual equipment and supplies



- Non-catalog items (replacing the requisition process in MAP and heavy reliance on PCards)
- All vendor invoices will be processed using e-forms, replacing the current process for
 - Confirming Orders
 - Essential Services
 - Lease Payments



- All purchasing and invoice processing will ultimately be conducted through Mountaineer Marketplace.
- Exceptions will be limited to travel-related expenses and specific PCard-related transactions (emergency and small, one-time purchases)

DO OTHER UNIVERSITIES USE THIS?

Yes. While we call our system Mountaineer Marketplace, the underlying technology is provided by a company called SciQuest.

SciQuest is the most commonly deployed eProcurement System at universities across the country.

University of New Mexico

Rensselaer Polytechnic Institute

Drexel University

Western University

University of Montana

Tennessee Board of Regents

Virginia Tech

University of Missouri

Stanford University

California Institute of Technology

University of Virginia

University of Notre Dame

Emory University

Case Western Reserve University



SUCCESS STORIES & THE IMPORTANCE OF USING PREFERRED VENDORS

OFFICE SUPPLY OVERVIEW

NOW

- No direct University contracts in place
- Price increases unknown at a time when they have increased 2012-2014
- Annual spend in FY14 = \$2.29 million (55 percent through WVUBuy and 45 percent through PCard)

PLAN

- 5-6 vendors
- Identify top 250-500 items by spend and get quotes
- Paper – pricing by pallet or truck
- Toner – pricing for OEM and Remanufactured

NEW PREFERRED VENDOR (STAPLES)

- Buying the same items we now purchase, WVU will save \$350K per year
- Moving to remanufactured toner will increase annual savings to \$450K per year

BONUS REVENUE

\$400K conversion payment to WVU

\$150K per year to Athletics for TV, radio and venue sponsorship

\$50K per year to Alumni Association for access to alumni network

FOOD PROCUREMENT – DINING SERVICES

NOW

- Annual spend \$8.5 million with 7 suppliers
- Spend has increased every year since FY12 and is up 58 percent since then. Future price increases are unknown.
- 50+ paper invoices processed each day
- 21 people involved in ordering and paying
- Payment by P-Card adds 3 percent fees to costs

PLAN

- Phase 1 – Use primary vendor for 80 percent of food requirements. Select 1-2 primary local vendors for dairy and fruit.
- Phase 2 – Choose and implement a system to automate recipe and inventory management.

NEW PREFERRED VENDOR (US Foods)

- By consolidating spend, we'll save \$1.28 million per year
- Lower food and distribution costs, and less reliance on PCards
- \$500K additional annual savings once Phase 2 is complete

WHY WE NEED YOUR SUPPORT



WVU spends more than \$400 million per year on goods and services from more than 15,000 suppliers.

A 10 percent reduction in cost will save \$40 million per year.

These savings align with President Gee's priorities and better positions WVU to cope with expected continuing reductions in state funding.

Supporting our efforts here and cutting purchasing costs could help avoid more painful cuts in other areas.

TRAINING OPPORTUNITIES



In person:

May 18th – User Group Meeting (EBO's, DCC's, Approvers)

Online:

Training videos

FAQ's

“Quick Start” documents

Online training sessions throughout June

KEY DATES



June 1st

Go live for pilot groups in Mountaineer Marketplace
WVUBUY is only available for receiving/reporting

June 15th

Go live for remainder of campus

July 15th

WVUBUY is taken down completely

August 1st

All requisitions, invoices, and new supplier requests must be done in Mountaineer Marketplace