



OPERATIONAL SERVICES DIVISION



COMMBUYS Update and Phase 2 Preview

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November 20, 2014

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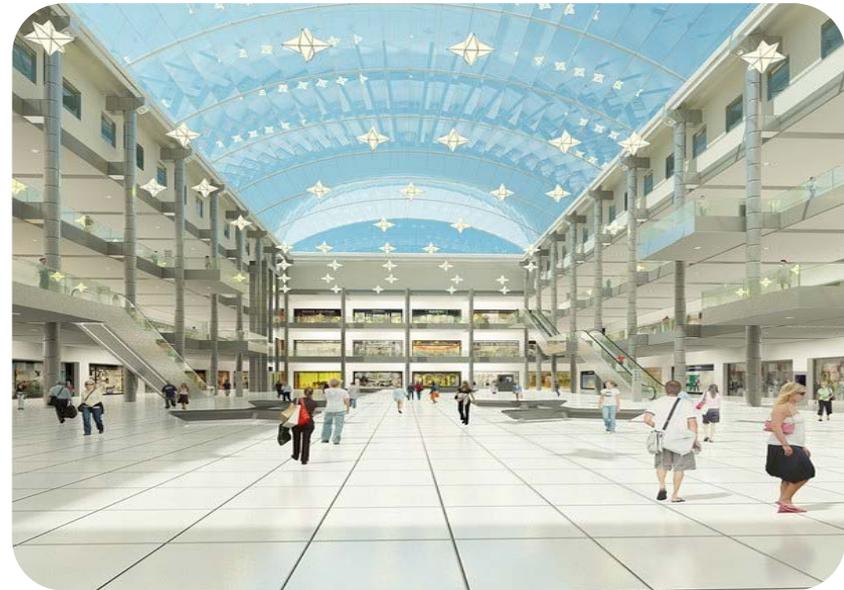
Topics for Today

- **COMMBUYS Update**
 - ✓ Phase I Goals
 - ✓ COMMBUYS Today
- **Preview of Phase 2**
 - ✓ Key Features
 - ✓ Security
 - ✓ Reporting
- **What's Next**

Phase I Goals

Create a state-of-the-art, online market center to facilitate commerce between government purchasers and business.

- Online vendor registration
- Catalog ordering
- Robust bid management, including online posting, evaluation and award
- Comprehensive training for buyers and vendors
- Helpdesk and other supports



COMMBUYS came online March 24, 2014



Results To Date



COMMBUYS orders total over \$21 million

Over **340,000** catalog items are available for online ordering

Over **2,000 bids** have been posted in COMMBUYS

1,000 buyers per week on average access COMMBUYS

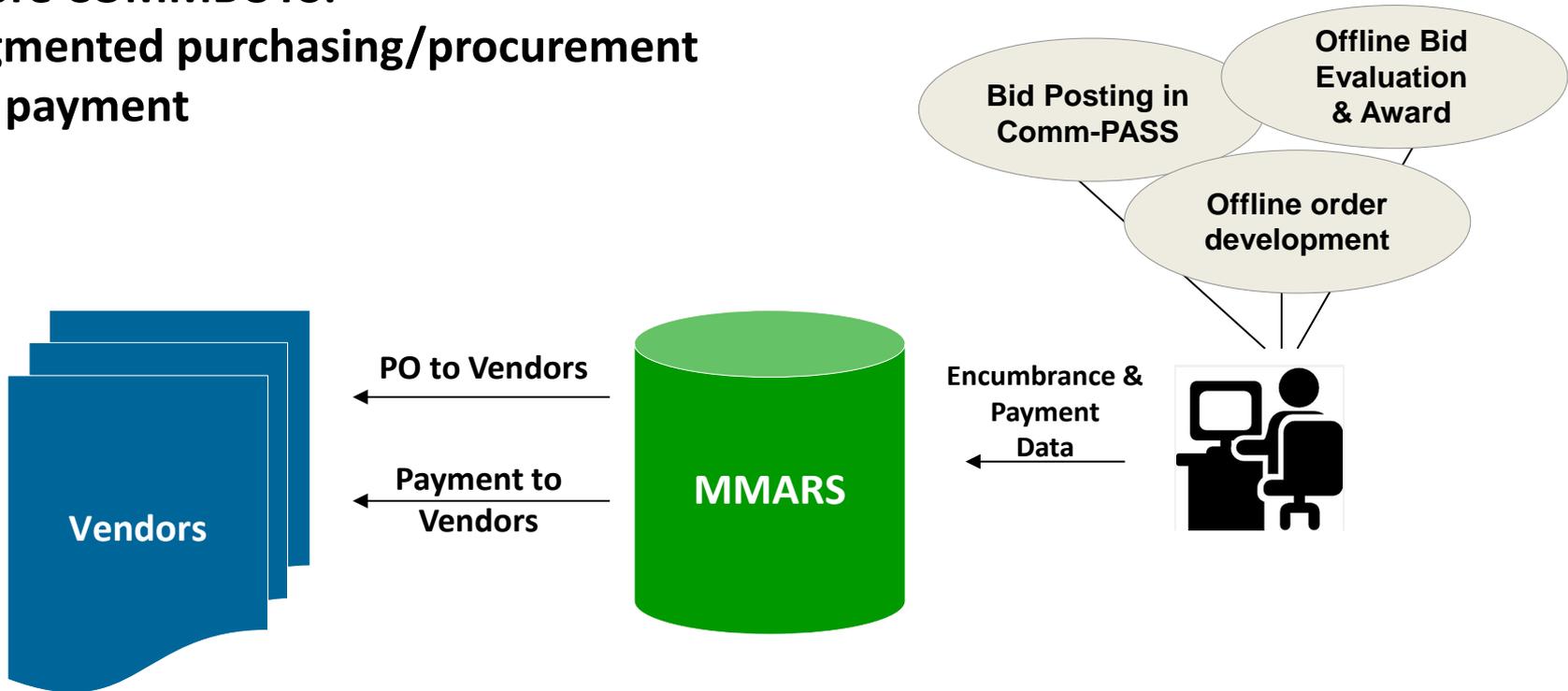
and over **8,000 vendors are registered** in COMMBUYS

COMMBUYS has been rolled out to

70 Executive Departments and 42 municipalities

Phase II: Seamless Purchase Through Payment

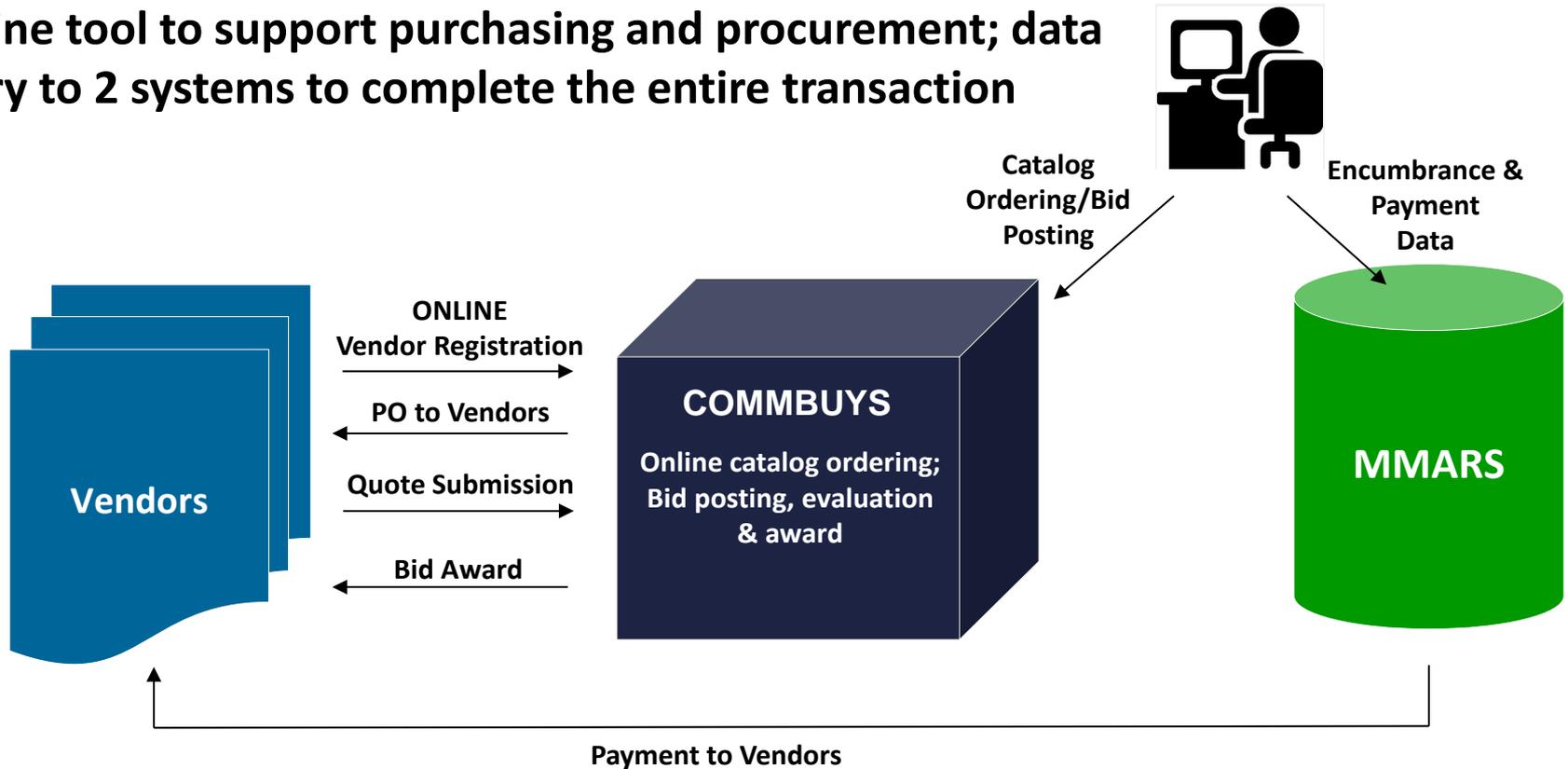
**Before COMMBUYS:
Fragmented purchasing/procurement
and payment**



Phase II: Seamless Purchase Through Payment

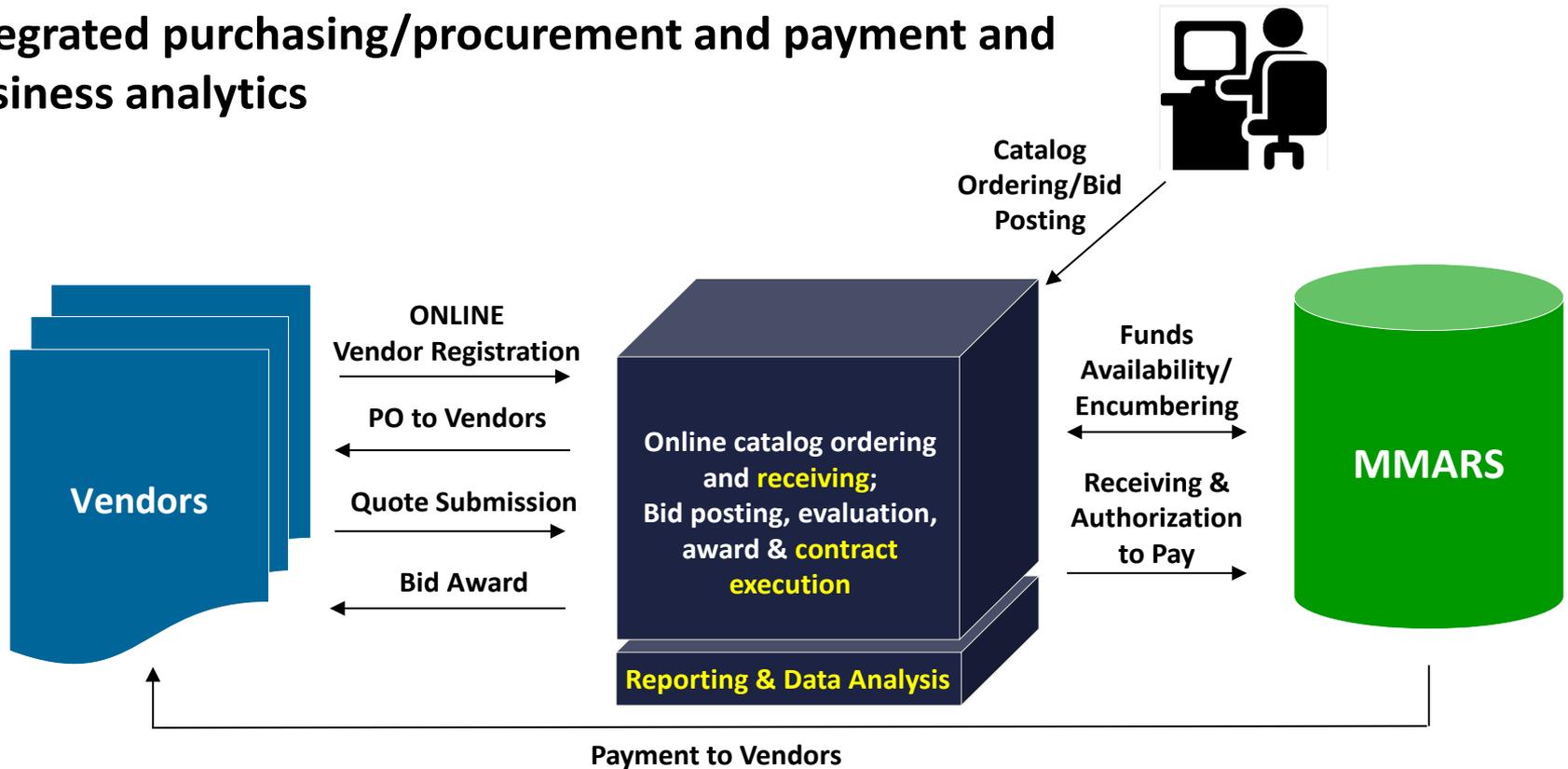
With COMMBUYS Phase I:

Online tool to support purchasing and procurement; data entry to 2 systems to complete the entire transaction



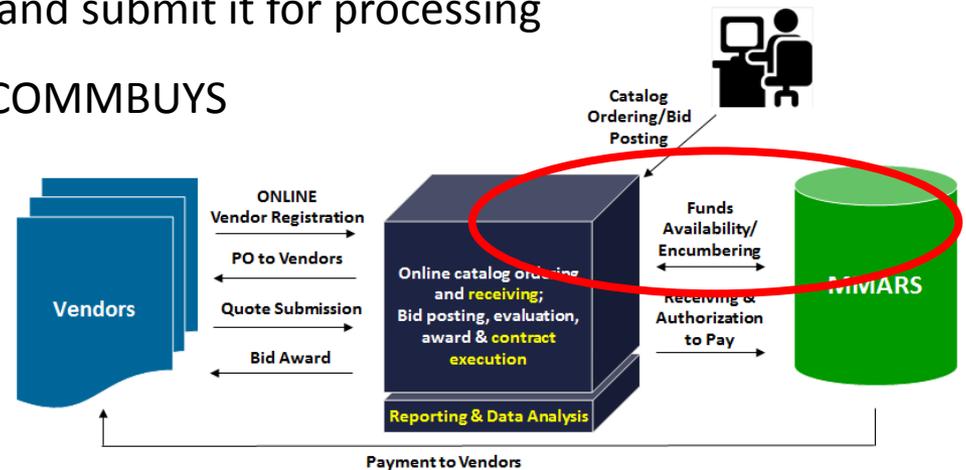
Phase II: Seamless Purchase Through Payment

**With COMMBUYS Phase II:
 Integrated purchasing/procurement and payment and
 business analytics**



Connecting ordering/procurement with the accounting system

- Building an interface to facilitate a seamless process from ordering through payment using existing MMARS interface standards
 - ✓ COMMBUYS will be configured to create MMARS transactions
 - ✓ COMMBUYS will contain all data elements necessary to build an accurate MMARS document and submit it for processing
 - ✓ MMARS vendor data shared in COMMBUYS



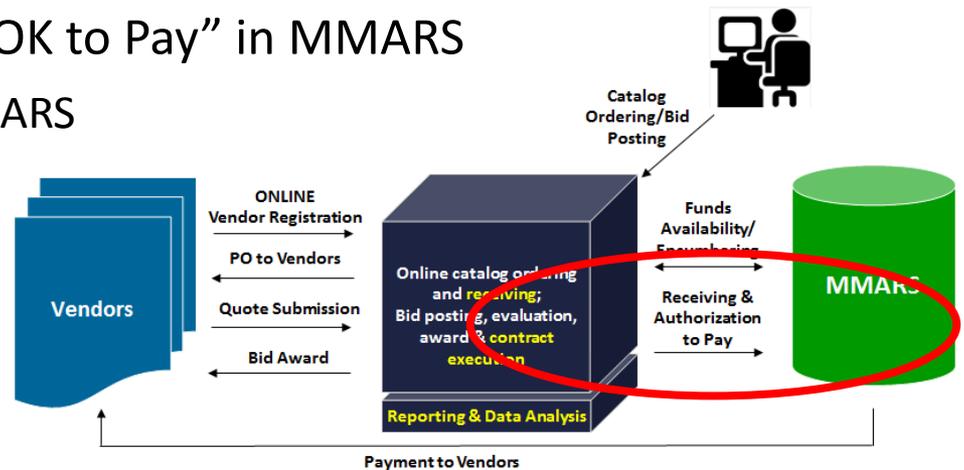
Phase II Features: Receiving & Payment

Receiving in COMMBUYS

- Capability exists today to record receipt of goods/services
 - ✓ Process matches invoice data to what was delivered
 - ✓ In Phase II, receiving will signal AP to review and authorize payment

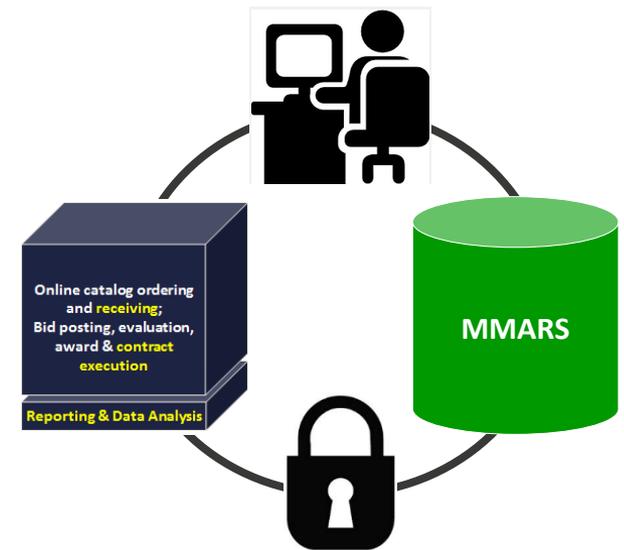
Sending a Payment Request to MMARS

- Authorization action indicates “OK to Pay” in MMARS
 - ✓ Vendor payment sent from MMARS



COMMBUYS Approval Paths Support Required Business Processes

- Role mapping ensures user authorizations are consistent between COMMBUYS and MMARS
 - ✓ Will support mandated segregation of duties and Department Head Signatory Authority
 - ✓ Will seek to use UAID to link user profile in COMMBUYS and MMARS
 - ✓ COMMBUYS maintains full transaction audit trail



Phase II Features: Reporting and Data and Data Analysis

COMMBUYS Has Robust Business Intelligence and Reporting Capabilities

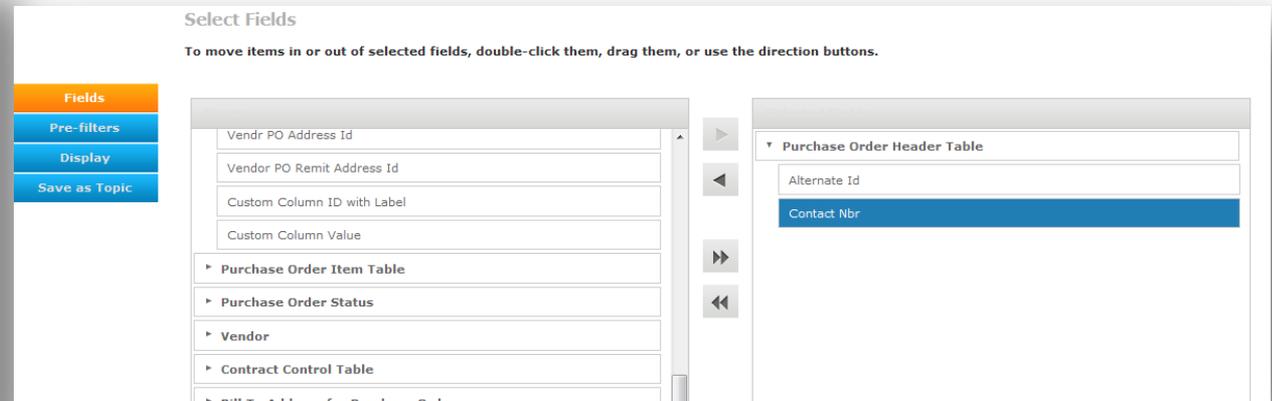
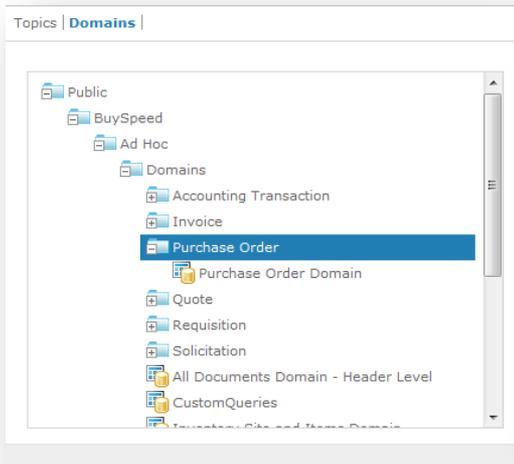
- Ad Hoc Reports
 - ✓ COMMBUYS ad hoc reporting tool similar to other business intelligence tools, like Crystal Reports
 - ✓ Can create custom reports and publish for others to use
- Pre-Formatted Reports
 - ✓ Over 100 pre-formatted reports available with COMMBUYS
 - ✓ Delayed rollout to assure adequate, representative data is available for analysis

Phase II Features: Reporting and Data and Data Analysis

Ad Hoc Reporting

The COMMBUYS Business Intelligence module lets users develop custom reports

- Select the desired data domain for reporting
- View and select field level data to report on
- Apply filters and group results as necessary



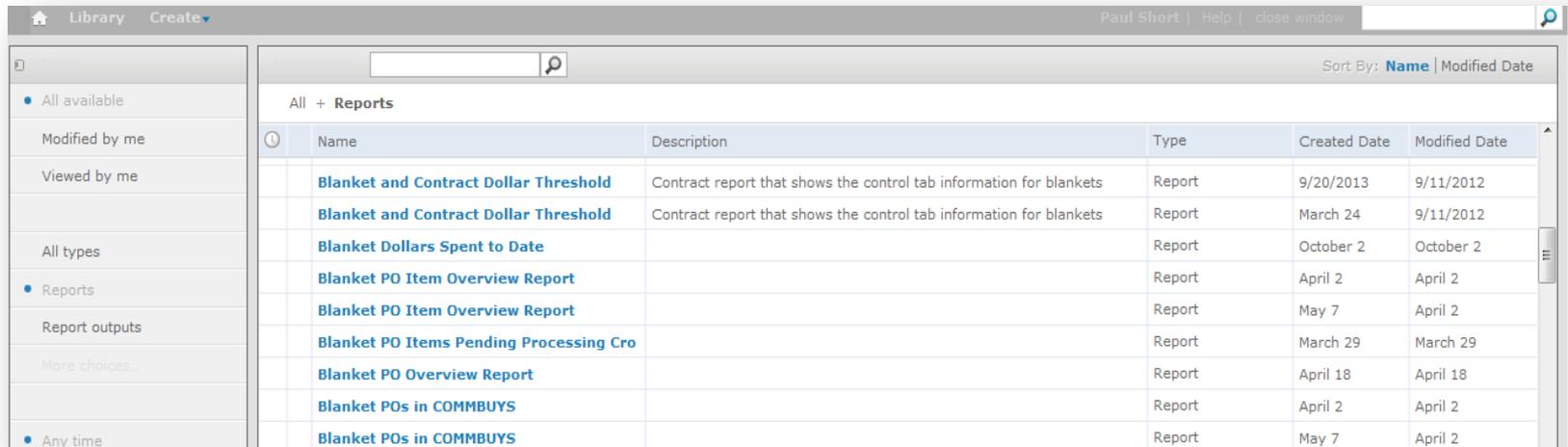
All report output is exportable in all common file types including .xls, .xlsx, .txt, .csv, docx, rtf, flash & .pdf

Phase II Features: Reporting and Data and Data Analysis

Pre-Formatted Reporting

The COMMBUYS Business Intelligence module lets users run pre-existing reports, including:

- Preconfigured reports delivered with the COMMBUYS product
- Reports created in the ad-hoc process and published for others to use



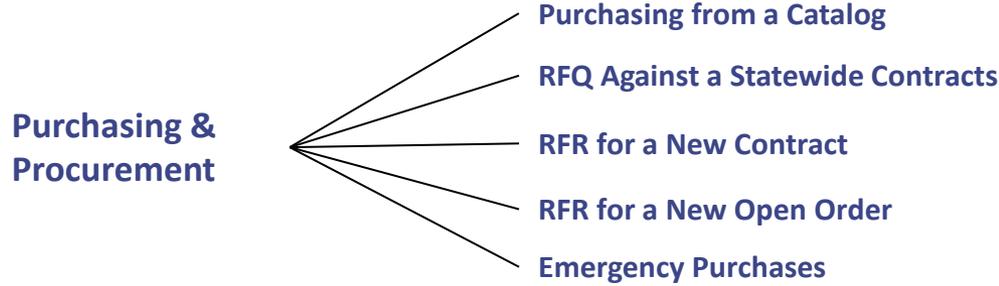
The screenshot shows a web application interface for reporting. On the left is a navigation sidebar with options like 'All available', 'Modified by me', 'Viewed by me', 'All types', 'Reports', 'Report outputs', and 'Any time'. The main area displays a table of reports under the heading 'All + Reports'. The table has columns for Name, Description, Type, Created Date, and Modified Date. The reports listed include 'Blanket and Contract Dollar Threshold', 'Blanket Dollars Spent to Date', 'Blanket PO Item Overview Report', 'Blanket PO Items Pending Processing Cro', 'Blanket PO Overview Report', and 'Blanket POs in COMMBUYS'.

| Name | Description | Type | Created Date | Modified Date |
|---|---|--------|--------------|---------------|
| Blanket and Contract Dollar Threshold | Contract report that shows the control tab information for blankets | Report | 9/20/2013 | 9/11/2012 |
| Blanket and Contract Dollar Threshold | Contract report that shows the control tab information for blankets | Report | March 24 | 9/11/2012 |
| Blanket Dollars Spent to Date | | Report | October 2 | October 2 |
| Blanket PO Item Overview Report | | Report | April 2 | April 2 |
| Blanket PO Item Overview Report | | Report | May 7 | April 2 |
| Blanket PO Items Pending Processing Cro | | Report | March 29 | March 29 |
| Blanket PO Overview Report | | Report | April 18 | April 18 |
| Blanket POs in COMMBUYS | | Report | April 2 | April 2 |
| Blanket POs in COMMBUYS | | Report | May 7 | April 2 |

Same Business, New Tools

Business Cases Drive Phase II Implementation

Processes and documents for purchasing and payment remain the same



Master Security ————— Role mapping to ensure consistent user authorizations, DHSA

Master Data ————— Data mapping to MMARS chart of account elements (i.e., vendor codes, appropriations, object codes)

What's Next?

Department Engagement

- Will launch in January
- Joint OSD/Comptroller's Effort
- Liaison Meetings and Department Outreach
- User Readiness Communications

Training

- Enhancement to current training, especially for Organization Administrators
- New Training for Finance & Accounting Roles
- Supplementary online resources, including webcasts and job aids
- Ongoing OSD Helpdesk Support

COMMBUYS Phase II goes live in Q4 of FY15

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