



# ASDT Update

## 3<sup>rd</sup> Quarter 2015/2016



### ASDT Update moves to quarterly publishing schedule

This issue of *ASDT Update* marks the beginning of a quarterly publishing schedule, in place of the bi-monthly schedule maintained over the past two years.

All issues of *ASDT Update* are available in PDF format on the ASDT SharePoint site in the following location:

[Resource Library > Communications > ASDT Update newsletter](#)

Keeping you informed and updated on the ASDT Initiative is important to us. Please let us know if you have any comments, questions or suggestions for this newsletter through the ASDT Mailbox, [AVED.ASDTOffice@gov.bc.ca](mailto:AVED.ASDTOffice@gov.bc.ca).

### New Year looks bright for ASDT Initiative

*By Barry Coulson, ASDT Sector Executive Lead*

In the last edition of this newsletter, I outlined my recent efforts to solicit broad input into the ASDT strategic planning process that is underway. That engagement has included communities of practice, sector associations and other stakeholder groups, and culminated in the Fall Partnership Forum held at the SFU Wosk Centre on November 26, 2015.

Much of the discussion at the Partnership Forum focused on the future of ASDT: Where are we going from here? What are we up for? What are the next steps? We presented the idea of “Centres of Expertise”, around which to organize our efforts on future projects, or “opportunities”. This aligns with the original Deloitte Report, which was organized around functional areas. The initial Centres proposed were Procurement, Finance, Ancillary, HR/Benefits, Facilities, and Enabling Technologies (i.e., information technology solutions that support post-secondary administrative services delivery).

We invited Forum participants to circulate among these Centres (set up as discussion tables) and provide their ideas for defining these Centres and related potential opportunities. The response to this was tremendous! We now have pages of suggestions that we reviewed and distilled into a cohesive list. More details on these opportunities will be provided as we work through them. There was general support for the Centres of Expertise concept, which we have also begun moving forward on. Stay tuned for more information in future newsletters. **> Continued on p. 2**

## New Year looks bright for the ASDT Initiative

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The ASDT opportunities to date have fallen under the first three of these areas: Procurement, Finance and Ancillary. Procurement is the most established of these Centres, with the Joint Procurement Operations Team (JPOT), headed by Dennis Silva, and reporting to the Joint Procurement Committee (JPC), chaired by Gayle Gorrill. There was general support at the Forum for a two-year pilot for JPOT/JPC (provisionally to be called ProcureNET) to contained within BCNET, in order to provide JPOT/JPC with a much-needed legal entity, and provide BCNET with enhanced procurement expertise.

With the pending pilot of the Joint Procurement Centre of Expertise under BCNET, the development of other Centres of Expertise, the great number of potential opportunities, and the finalization of the ASDT Strategic Plan, 2016 is looking very exciting for the ASDT Initiative!



## Collaborative procurement entering the next phase

***By Dennis Silva, Director, Joint Procurement Operations Team***

Since the beginning of the ASDT Initiative, the concept of partnership has been a consistent theme. A partnership, by definition, is an arrangement where parties agree to cooperate to advance their mutual objectives and interests to achieve their respective missions and amplify their reach. Over the past six months, through a process of engagement and consultation, this theme was consistently highlighted as a foundational element of the initiative as we continue to build a collaborative procurement model for the sector.

I am pleased to share that the sector has endorsed the next phase of collaborative procurement by approving the piloting of ProcureNET – the sector’s new Procurement Centre of Expertise – within BCNET for the next two years starting April 1, 2016. This exciting partnership aligns with the objectives that JPOT has been pursuing this past year. BCNET’s core mission – to engage the sector to explore, evaluate and develop strategies to address mutual challenges – is consistent with the vision for ProcureNET. Learning from BCNET experiences and processes will strongly support ProcureNET’s long-term path.

The evolution of the JPOT Centre of Expertise marks a leap forward for the ASDT Initiative!

## Sector Partnership Forum helps to shape ASDT's future

Input and feedback from more than 50 participants at the Nov. 26, 2015 Sector Partnership Forum has helped to set the stage for the next steps in the evolution of the ASDT Initiative.

The Partnership Forum marked the culmination of a Fall 2015 ASDT stakeholder engagement process with sector associations, communities of practice, institutional representatives and governance groups, which has helped shape the strategic direction of the ASDT Initiative for the next three years.



***The Nov. 26, 2015 Sector Partnership Forum generated many good ideas and feedback.***

A key activity at the Partnership Forum was a 'Community Café,' which provided an opportunity for all participants to contribute to seven discussion topics that were organized around the concept of Centres of Expertise (CoEs) for Procurement, Finance, Enabling Technology (in partnership with BCNET), Facilities, Ancillary Services, and HR/Benefits. A 'Blue Sky/Other' discussion table was included to capture additional

thoughts and ideas apart from this framework.

Participants were asked to think of opportunities for collaboration that each Centre of Expertise could pursue. The initial list of ideas was generated through a request in October 2015 to the VPs of Finance/CFOs of all 25 post-secondary institutions for their input to help determine – from an institutional and sector perspective – where the ASDT Initiative should focus its efforts over the next three to five years. That list of the most significant opportunities and challenges facing each institution was analyzed and grouped into the Centres of Expertise framework.

At the November Partnership Forum, participants were asked to review these opportunities and challenges and add their own ideas, following which each institution was invited to vote on their first and second choice of opportunities for each Centre of Expertise. Coming out of the Community Café discussions was an endorsement of the ASDT Centres of Expertise concept as presented, along with a ranked list of potential opportunities per CoE.

The ASDT Collaboration Office has collated and organized the Partnership Forum feedback into opportunity profiles that will help to guide the strategic direction and opportunity planning for 2016/17 and beyond. These opportunity profiles will be used as a starting point to assist in the development and refinement of each of the proposed Centres of Expertise.

### Vision – Centres of Expertise



## Procure-to-Pay project advances to Engagement and Consultation phase

December 2015 marked the end of the Request for Information (RFI) phase of the Procure-to-Pay (P2P) assessment project. It also saw approval from the Joint Procurement Committee and ASDT Steering Committee of the P2P Working Group’s recommendation to proceed to an Engagement and Consultation phase from January to June 2016.

The RFI phase elicited information from industry suppliers, allowed collaborative solution exploration for the sector, and provided information to update components of the P2P Business Case.

Responses to the P2P RFI were received from eight leading eMarketplace vendors. A key finding from the RFI phase is that systems exist that appear to meet our sector’s preliminary business requirements. P2P solutions have been implemented and are at varying stages of maturity in 10 Canadian post-secondary institutions.

The RFI responses helped the project Working Group gain a better understanding of potential solutions and implementation approaches, while at the same time raising new questions about costs, savings and benefits.

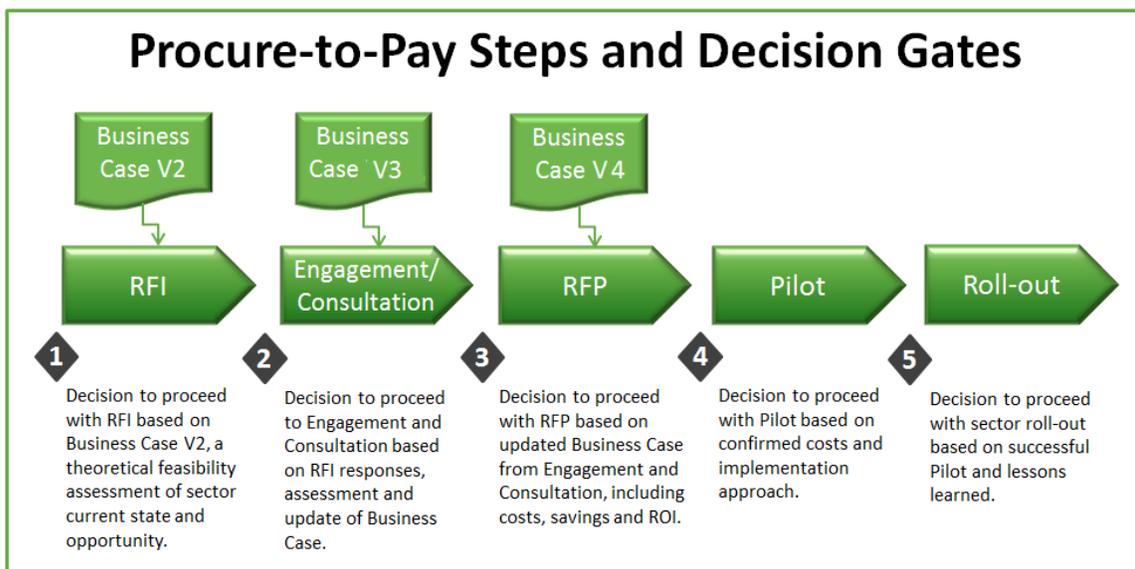
Another benefit of the RFI phase was growing momentum and collaboration among

participating PSIs, the ASDT team and BCNET, with P2P Working Group members recognizing that opportunities exist for administrative savings and efficiencies by simplifying procurement processes and integrating them with payment functions. There are Banner, PeopleSoft and Colleague users represented on the P2P Working Group.

The current Engagement and Consultation phase will see targeted engagement with up to three of the PSIs that have identified their commitment to the P2P initiative. Engagement scope for these targeted institutions includes determination of the PSI change impacts, costs, savings and readiness for an eMarketplace tool. General scope of the Engagement and Consultation phase also includes:

- Broadened socialization of the P2P initiative across the sector to include the academic community, IT, finance, procurement and other interests,
- Clarification of responses from vendors that participated in the RFI, and
- Gathering of lessons learned from other Canadian jurisdictions that have or are implementing eMarketplace systems.

These findings will be used as input to the RFP development, P2P business case, and future decisions about the project.



## **ASDT 2014/15 Progress Report available**

The ASDT Progress Report for the 2014/15 fiscal year reports savings and cost avoidance through ASDT opportunities of more than \$30 million for the sector.

Under the theme of ‘Building Momentum,’ highlights from the Progress Report include:

- A review of major activities in the reporting period;
- Infographics profiling key dates, accomplishments and measures; and
- Project descriptions, including progress updates and cost avoidance/savings generated, for all of the ASDT opportunities pursued in 2014/15.

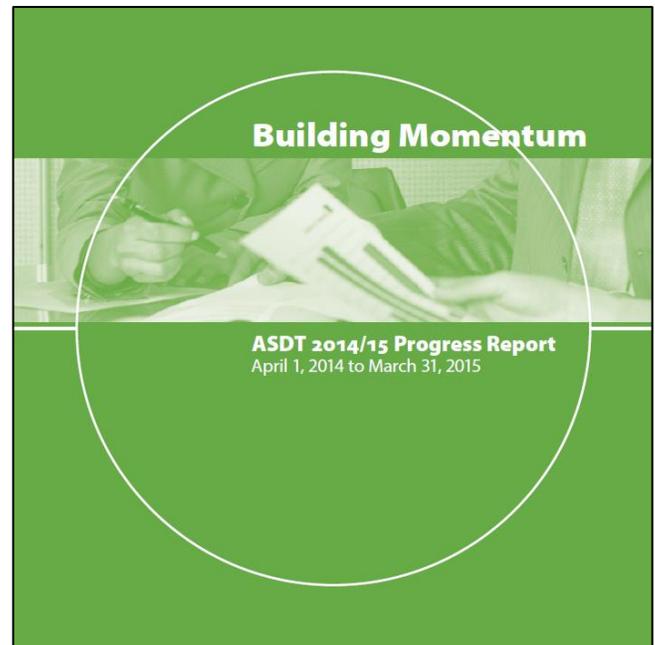
The sector and ministry co-chairs for the 2014/15 fiscal period acknowledged the progress and collaboration leading to a successful second year of operation for the ASDT Initiative.

Former sector co-chair Oliver Grüter-Andrew said the success of the initiatives in 2014/15 is largely due to the expertise and contributions from within the post-secondary sector.

“Our appreciation extends to the project working groups that helped bring these opportunities to reality,” said Oliver, who moved from the post-secondary sector as UBC’s CIO to the health sector in 2015. “Sector partnerships have been central to the success of the initiative, and key among them is our partnership with BCNET, which accounted for a great share of the benefits reported in this period.”

Ministry co-chair Jeanne Sedun said in addition to the financial and other benefits achieved in 2014/15, the ASDT initiative was a catalyst in strengthening relationships across the sector.

“The momentum behind the ASDT Initiative generated in fiscal 2014/15 is a tribute to the individual and collective efforts by so many across this sector,” said Jeanne, adding her appreciation for the ASDT Steering Committee, Joint Procurement Committee, the ASDT Collaboration Office, and the sector associations for their continued support and feedback.



## **Travel Management Services Agreement Awarded to UNIGLOBE One Travel**

A sector-wide master agreement for Travel Management Services was awarded in early December 2015 to UNIGLOBE One Travel.

The master agreement aims to improve travel services and support while generating benefits by consolidating travel demand and needs across the sector. Some of the anticipated benefits include:

- Travel experts who can provide accurate and efficient service, and manage complex group travel details;
- Delivery of cost-effective travel services and resources to the sector in support of reduced travel costs; and
- Access to worldwide emergency assistance.

Development of the master agreement was a joint effort by two lead institutions: BCIT as the overall lead, with SFU leading the procurement process utilizing the ‘Best Value’ Procurement Model.

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## Travel Management Services Agreement Awarded to UNIGLOBE One Travel

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The Travel Management Services opportunity marks the first time the Best Value Procurement Model has been used by the Consortium. The Best Value approach to competitive bidding is well suited to high-value, complex projects given its focus on risk management, pre-planning and performance measurement.

A webinar information session to introduce the new Travel program was held on January 21, 2016 with representatives from UNIGLOBE One Travel and the 18 institutions that have initially indicated an interest in the Travel Management Services opportunity. Each participating institution will begin its implementation of the new Travel service with the signing of a participation agreement with UNIGLOBE One Travel.

### ASDT Initiative Progress Summary – Quarter 3, 2015/16

	INITIATIVE	PROGRESS HIGHLIGHTS
Strategic	Travel Management	Master Service Agreement contract awarded to Uniglobe One Travel in early Dec. Information session held with interested PSIs. <i>See feature article.</i>
	Sector Print Strategy	Sector-wide print strategy report scheduled for delivery in Spring 2016.
	In-House Booklet Printing	Operational. No new update.
	Enterprise Resource Planning (ERP)	Cross-jurisdictional research on other ERP systems underway. All 25 PSI interviews completed. Strategy paper on target for March 2016 delivery.
Joint Procurement	Vending Services	Benefits tracking process in development, working with UFV's vending invoices.
	Office Supplies	Development of RFP underway with a target of spring 2016 to post.
	Natural Gas	Operational. Partial winter buy complete. Camosun College joined NG transport consortium.
	Cylinder Gas	RFP for cylinder gas posted Nov. 23 and closed Dec. 22, 2015; evaluation of responses underway.
	Multi-Function Devices (MFD)	RFP for MFDs posted Jan. 8 and closing Feb 9, 2016.
	Trades Equipment	Total combined one-time savings of \$576k achieved through joint procurement under Electrical NOI, Electrical RFQ, and Welding RFP.
Financial	Courier Services	Sector procurement on hold pending completion of TRU's evaluation of RFP responses. If/when vendor is selected, PSIs will be invited to onboard.
	Commercial Card	Nine institutions participating, with three additional PSIs in progress. Sector spend at \$5.8M of the \$5M target. Tier 1 rebate achieved.
	Central Deposit Program	23 PSIs have deposited; one PSI enrolled and will deposit in future.
	Reduced Merchant Fees on Credit Cards	In addition to the TD merchant agreement, a separate optional agreement with Beanstream is available for INTERAC online debit processing.
Ancillary	Procure-to-Pay (P2P)	RFI Phase complete; approval to proceed to Consultation and Engagement Phase from Jan-June 2016. <i>See feature article in this issue.</i>
	BC Electronic Library Network	FY2014/15 cost savings analysis completed for 7 early adoptors. Implementation of ARCA software has commenced at three institutions, with potential to expand to participating institutions once these implementations are completed.
	ASC (Colleague) Consortium	Draft business plan development being finalized, with report to the ASDT Steering Committee targeted for Jan. 2016.