



Source to Settle (Purchasing & Contracts)



Integration | Modernization
Business Transformation

Key Benefits of

CURRENT	FUTURE	KEY BENEFITS
<p>cumbersome forms & templates Forms are not user-friendly and hard to tell when complete. Templates are modified and maintained differently across departments. Updates must be made in multiple locations.</p>	<p>automated forms & templates Forms and templates will live in the system as distinct fields. User-friendly steps guide staff to completion and track when all required information has been entered.</p>	<p>fast, accurate forms & templates Employee user experience is easier, efficient, and resulting in more complete data the first time around. Super users experience less rework and no longer struggle with version control.</p>
<p>incomplete vendor insurance This is the #1 reason contracts get rejected. Verifying insurance is a known step for every contract, yet requirements are difficult to understand and convey to the vendor (supplier).</p>	<p>complete supplier insurance Suppliers will enter insurance information when they register in the system rather than waiting until a contract signature is needed. Insurance information will be available for each supplier vs. for each contract thus minimizing the number of times we need to seek out this information.</p>	<p>insurance no longer a hold up Contracts will be processed more quickly and suppliers will not be asked for the same information repeatedly.</p>
<p>inefficient MWESB process MWESB (minority, women, emerging small business) process is cumbersome and time-consuming.</p>	<p>efficient MWESB process MWESB suppliers will register in the system, making them easier to identify. Procurements will be public, eliminating the need to proactively select 3 MWESB vendors.</p>	<p>ease and accuracy MWESB suppliers will more easily be identified and accuracy will increase because of supplier self-registration. Suppliers will also have visibility to all procurements since they will all be public.</p>
<p>ghost card payments Currently used on catalog purchasing. This creates a burden on a single department to reconcile credit card transactions for the county.</p>	<p>individual P-card payment Shoppers can place orders and make payment using their own or department P-card. This will provide a standard process for placing orders and certifying statements for all P-card transactions.</p>	<p>cost effectiveness and standardization P-card payments are much more cost effective than other payment options. By standardizing P-card usage across all ordering platforms it reduces administrative overhead for training, auditing and monitoring.</p>



Coming January 2019