Business Operations developed strategic Bold Steps on February 27, 2017. This handout highlights the IT Software Spend Analysis project.

Overview

- Software purchases can be made through requisition or Procurement Card (P-Card)
- Spend analysis can help us to better understand what the actual spend is
- By centralizing our purchasing of software, we can minimize duplication of software solutions

Results: Increased Spend and Growing Number of Vendors Used

Our spend analysis has indicated an upward trend in software spending across the campus and an increase in the number of vendors used each fiscal year from 2012-2016. However, we currently have limited information on software purchased through P-Card.

Questions to consider:

1. How can we consolidate the number of vendors to increase cost savings?
2. How do we optimize our spend on software solutions?

Solutions: Centralized, Strategic Software Purchasing

- Share results and ideas with Information Technology & Academic Technology:
  1. Enhance oversight and governance to better manage P-Card purchasing
  2. Build strategic relationships with vendors to negotiate competitive contracts
- Review existing policies & procedures and improve as needed
- Implement a Three-Factor Acquisition Review for access, security, and redundancy check
- Build a webpage of preferred vendors

Date updated: July 3, 2017.