



IT SOFTWARE | Savings, Quality, & Efficiency

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

Overview

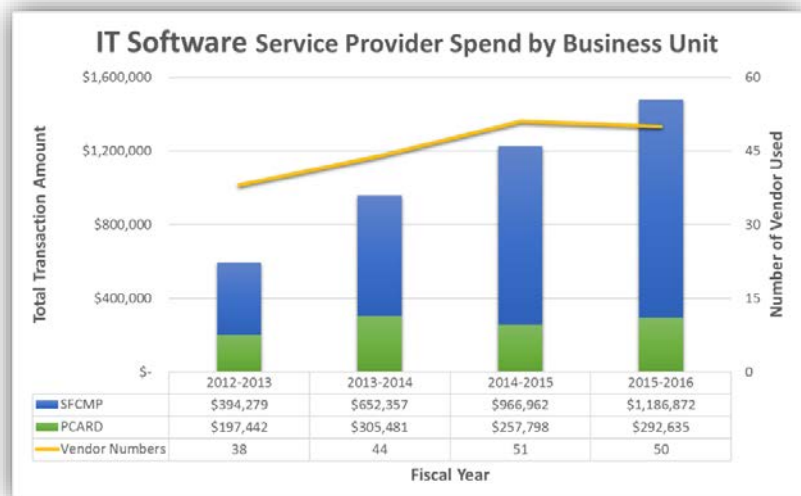
- Software purchases can be made through **requisition** or **Procurement Card (P-Card)**
- **Spend analysis** can help us to better understand what the actual spend is
- By centralizing our purchasing of software, we can **minimize** duplication of software solutions

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?



Data Source: Spike Cavell. Evaluation Date: May 2017.

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**

