

Contact: Patrice Sayre

INTERAGENCY COOPERATION PLAN
ANNUAL REPORT

Action Requested: In compliance with [Iowa Code 262.9B](#), receive the annual report for the year ended June 30, 2017, on cooperative purchasing efforts.

Executive Summary: [Iowa Code 262.9B](#) directs the Board of Regents and its institutions to coordinate interagency cooperation with state agencies to annually increase the amount of joint purchasing with the Department of Administrative Services (DAS), the Chief Information Officer of the State, and other state agencies authorized to purchase goods and services. Regent institutions are to pursue mutually beneficial activities relating to purchasing items and acquiring information technology.

On or before November 1, the Board of Regents shall submit a report to the General Assembly and the Governor providing information on the cooperative purchasing plan, the results of quarterly interagency meetings and any specific cost savings or efficiency gains that resulted.

This report contains the accomplishments of interagency meetings for the year ended June 30, 2017.

Background:

The participating state agencies have followed the following set of guiding principles:

- Collaboration efforts must maintain or improve the quality and effectiveness of each participant.
- Collaborations should not introduce complexities or risks to infrastructure, business processes, or end-user experiences.
- No participant should pay more for a service or product than they could otherwise obtain on their own.
- Collaborations should occur where they make sense. Given the differing missions of the participants, some projects may not involve all institutions or state agencies.

Interagency meetings were held with representatives of the three public universities, Board of Regents staff, DAS, Department of Transportation (DOT), Iowa Prison Industries (IPI), and Iowa Communications Network (ICN) on:

September 21, 2016	December 7, 2016
March 21, 2017	June 28, 2017

From FY 2012 to FY 2016, Regent cooperative purchases results show:

- A growth in Joint Regent Contracts of 54% to \$532.9 million
- Department of Administrative Services' state contracts total \$16.7 million
- Iowa Prison Industries grew 26% to \$4.5 million

Additionally, purchases from Targeted Small Businesses were over \$11.4 million, while purchases from Iowa-based businesses were \$437.5 million.

Wherever possible, university procurement staff seek to make contracts available to other state agencies.

Joint Purchasing Contracts Concluded

Joint Contract	Participants	Completion Date	Savings/Comments
Westlaw (online legal research)	SUI, ISU, UNI, DAS, DOT	Closed	DAS, DOT able to add Governor's Office and do joint contract; could not extend to Regent universities..
Large Scale Storage	SUI, ISU, UNI	Awarded to Silicon Mechanics; 2 nd award to Matrix Integration	For Fiscal Year 2017, SUI is reporting approximately \$251,000 in savings.
Penetration Testing	SUI, ISU, UNI	Awarded to BreakPoint LLC	This is a new service and savings will be captured in FY2018. UNI IT services has utilized contract to improve cybersecurity.
Scientific Supplies	SUI, ISU, UNI	Awarded to Fisher; secondary is VWR	For Fiscal Year 2017, SUI reports approx. \$823,600 in savings; ISU - \$2,414,616; UNI - \$34,834. UNI also sees additional efficiency savings experienced across the procure-to-pay (P2P) process due to implementation of iProcurement.
MRO	SUI, ISU, UNI	Awarded to Grainger; secondaries are PSC Tri-Dim Filter and Crescent Electric	For Fiscal Year 2017, SUI reports approx. \$351,900 in savings; UNI - \$3,170 with additional efficiency savings experienced across the P2P process due to iProcurement.
Event Security	SUI, UNI	Awarded to CSC	New for UNI – service not yet utilized to date. This is a new agreement effective July 1, 2017, services provided by vendor are designed to improve process efficiencies.
Janitorial Supplies	SUI, ISU, UNI Done with Huron	Awarded to Supply Works	For Fiscal Year 2017, SUI reports approx. \$148,800 in savings; UNI - \$16,123 with additional efficiency savings experienced across the P2P process due to iProcurement...
Credit Services	SUI, UNI	Closed	Attempted joint contract with Equifax; no savings to be secured

Cell Phone	SUI, ISU, UNI, DOT, DAS	Awarded to Verizon and US Cellular	Savings for the new agreement will be captured in Fiscal Year 2018. UNI anticipates savings for departments on campus requiring service and data plans. ISU reports a savings of \$132,356 for FY 2017.
Adobe Software	SUI, ISU, UNI	A four-year joint contract has been finalized for all three schools effective until August 2021	SUI reports approx.\$396,600 in savings for Fiscal Year 2017. In addition, through the negotiation of an additional year, it is expected there will be a minimum 10% savings during the fourth year.
Online Harassment and Discrimination Reporting	SUI, ISU, UNI	Award made to EverFi	Savings for the new agreement will be captured in Fiscal Year 2018. UNI reports this new vendor will give them access to a sexual assault climate survey to be in compliance w/ Title IX; also the new agreement includes student use, which they didn't have before; this bid also provided an opportunity for IT product collaboration
Campus Stores (C stores)	SUI, ISU, UNI	Awarded to Core Mark	Savings for the new agreement will be captured in Fiscal Year 2018. ISU joined UNI and SUI in this joint contract.
Library Courier	SUI, ISU, UNI	Extended current agreement with Mobius	No reported savings for SUI. UNI is able to courier to about 30 other libraries and save on UPS shipping costs
Office Supplies (Office Depot)	SUI,UNI, ISU	Awarded to Office Depot	SUI reports approx. \$794,800 in savings FY17;ISU Savings for FY17 \$1,364,172; UNI - \$87,586
Copy Paper (Office Depot)	SUI, UNI, ISU	Led by SUI	For FY17, ISU reports savings \$43,177; UNI - \$34,766
Advertising (Career Builder)	SUI, UNI, ISU	Led by ISU	For FY17, SUI savings of \$29,860; ISU Savings \$12,167.00
Prime Food (Martin Brothers)	SUI, ISU, UNI	ISU led initiative for Prime Food Contract	FY17 savings for SUI - \$352,740; ISU savings \$155,673; UNI reports a savings of \$9,749.
Milk and Dairy (Anderson Erickson)	SUI, ISU, UNI	ISU led initiative for dairy items	ISU savings \$39,772, UNI savings of \$51,168 for FY 2017.
Advertising (Register Media)	SUI, UNI, ISU	Led by ISU	ISU Savings \$69,636.00

Joint Purchasing Contracts Open

Joint Contract	Participants	Completion Date	Savings
eWaste	SUI, ISU, UNI, DAS, DOT	ISU led this initiative; Contracts are underway with A-Tec and Midwest Electronic Delivery	Savings for the new agreement will be captured in Fiscal Year 2018. UNI anticipates using this contract in the future.
Communication & Supplies	SUI, ISU, UNI	Current contract with Anixter and Graybar; expires July 2017. ISU is leading the rebid initiative; Bid is currently issued.	For Fiscal Year 2017, SUI is reporting approximately \$360,500 in savings. Savings for the new agreement will be captured in Fiscal Year 2018.
CISCO Equipment	SUI, ISU, UNI, DAS, DOT	ISU is the lead for this rebid initiative and evaluations are currently underway	New DAS Master Agreement is in place. For Fiscal Year 2017, SUI is reporting approximately \$4,795,000 in savings on the current agreement. Savings for the new agreement will be captured in Fiscal Year 2018.
Next Generation Firewall Products and Services	SUI, ISU*, UNI	SUI is leading this initiative; Bid draft is currently underway	Savings for the new agreement will be captured in Fiscal Year 2018.
Travel	SUI, ISU, UNI, DAS	SUI is lead; Evaluations are in the final stages	Savings for the new agreement will be captured in Fiscal Year 2018.
Charter Air	SUI, UNI, ISU*	Contracting is being finalized	Savings for the new agreement will be captured in Fiscal Year 2018. UNI has not used contract.
Disaster Recovery	SUI, ISU, UNI, DAS, DOT	Bid draft is currently underway with feedback pending from DAS, DOT and SUI	Savings for the new agreement will be captured in Fiscal Year 2018.
Mattresses	SUI, ISU, UNI	Awarded to Midwest Sleep	For Fiscal Year 2017, SUI reports savings of \$19,900; ISU - \$21,690 in savings. UNI ordered a different model mattress than previous contract; the bid included installation and recycling of old mattresses which were not included on UNI's previous agreement
Confidential Shredding	SUI, ISU, UNI	ISU is leading this initiative; Bids are currently under evaluation	Savings for the new agreement will be captured in Fiscal Year 2018.
Lab Furniture	SUI, ISU, UNI, IBA	SUI is leading this initiative; Bid draft is underway	Savings for the new agreement will be captured in Fiscal Year 2018.
Library Digital Asset Management System	SUI, ISU, UNI	SUI is leading this initiative; Final evaluations are underway pending storage requirements	Savings for the new agreement will be captured in Fiscal Year 2018.
Utility Billing Software	SUI, UNI	Bid in Process	UNI will review on bid completion for potential future use.

* Denotes Potential User

Additional Information:

TIER (Transparent, Inclusive Efficiency Review) Initiative –

The Board of Regents continues to achieve savings and efficiencies through the TIER project. A major component of the project is Sourcing and Procurement as the universities transform operations. This may have an effect on relationships with other state agencies, higher education consortia, and other entities. The Board of Regents universities have jointly negotiated and/or bid seven major areas of spend: Office Supplies, Prime Food Vendor, Computers, Computer Peripheral Devices, Scientific Supplies, MRO and Janitorial Supplies. Many of these contracts involve and/or are available to other state agencies including Office and Scientific Supplies, which are also available to the IBA. Annual savings have been estimated in the range of 6 to 7 million dollars.

Cooperative Technology Efforts –

The Regent institutions and DAS explored areas concerning information technology as follows:

Cyber Security – A joint Regents/DAS group meets quarterly to discuss security standards to minimize the number of successful cyber-attacks. This collaboration reviews standards, discusses lessons learned and explores the possibility of sharing technologies. The universities have successfully awarded to Breakpoint Labs for Penetration Testing Software designed to improve security.

Regents Chief Information Officer (CIO) Council – The CIOs of the universities formed a Council to share information and enhance collaboration on software licensing agreements, technology decisions, procurement and common applications.

Procurement Council – similar to the CIO Council, Regents procurement staff meet to review progress and identify areas for further collaboration. The council has worked to set up Regents Quarterly Supplier Meetings. A group of suppliers are invited to campus (location rotates) on a single day. Purchasing staff from Regents institutions and other agencies involved in a contract are able to meet with suppliers to identify issue and collaborate to find additional savings. By combining a number of meetings into one day, travel is minimized.

Regents Database – Designed by SUI, a database was developed for use by SUI, ISU, UNI and the Board Office to track legislative requests for information, legislative studies and bills in a timely and effective manner. Modifications are made annually.

Data Offsite for Disaster Recovery – UNI has located data protection appliances in the University of Iowa's Information Technology Facility (ITF) that replicate backups of critical data housed at UNI. This strategy gets the critical data far enough from UNI's two on-campus datacenters to ensure its survival in the event of a disaster without the need to lease any commercial facilities or construct additional datacenters. UNI also has emergency communication resources located at Iowa State University.

Purchasing Efforts –

Developing Best Practices – have created common contract language and terms to utilize on joint efforts. These terms are used on contracts that stemmed from the TIER initiative and should be used on future Regent collaborations. Universities are also working with the state and the Attorney General's office to develop a set of terms for use when DAS and DOT are part of the bid process.

Discussions are underway to combine the Regents Quarterly Supplier Meeting with joint training opportunities; also under discussion is a purchasing agent exchange at the universities to share knowledge on specific areas of expertise.

Procurement Card Program – The consortium contract was developed in 2011 through a joint Regents effort. An amendment to the existing contract developed by SUI, working with US Bank, was instrumental in extending the program to DAS and others. The program continues to grow in membership. The following agencies have been added over the last two years: City of Bettendorf, Hamburg School District, Iowa School for the Deaf and Blind and the City of Ankeny, bringing the membership to twenty-four participants.