

**Contact: Andrea Anania**

**INTERAGENCY COOPERATION PLAN ANNUAL REPORT**

**Action Requested:** In compliance with [Iowa Code 262.9B](#), receive the annual report for the year ended June 30, 2018, 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 accomplishments for the fiscal year ended June 30, 2018.

**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, with representatives of the three public universities, Board of Regents staff, Dept. of Administrative Services (DAS), Dept. of Transportation (DOT), Iowa Prison Industries (IPI), and Iowa Communications Network (ICN), and Regents Supplier meetings were held on:

Interagency Meetings		Regents Supplier Meetings	
September 29, 2017	December 18, 2017	September 19, 2017	November 28, 2017
March 30, 2018		March 15, 2018	May 16, 2018

From FY 2014 to FY 2017, Regent cooperative purchases results show:

- A growth in Joint Regent Contracts of 58% to \$628.5 million.
- Usage of Dept. of Administrative Services' state contracts increased by 11% to \$17.4 million.
- Purchases with businesses in the state of Iowa increased by 3% to \$394.7 million.

Additionally, purchases from Iowa Targeted Small Businesses were over \$10.1 million, while purchases from Iowa Prison Industries totaled \$3.6 million.

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

**Joint Purchasing Contracts**

Joint Contract	Available Participants	Description	Savings
eWaste	ISU (Lead), SUI, UNI, DAS, DOT	Contracts were completed with A-Tec and Midwest Electronic Recovery.	Savings: SUI- For Fiscal Year 2018 SUI is reporting approximately \$5,800 with A-Tec and no savings with Midwest Electronic. ISU- 11,000 with A-Tec, \$2,000 with Midwest UNI- UNI did not utilize in FY18 but expects to experience savings in FY19.
Communication & Supplies	ISU (Lead), SUI, UNI	AWARDED to Anixter and Graybar	Savings: SUI- For Fiscal Year 2018 SUI is reporting approximately \$310,300 with Anixter and \$31,900 with Graybar. ISU- Anixter \$132,020, Graybar \$63,101 UNI- Estimated \$66,476 savings with Anixter.
CISCO Equipment	ISU (Lead), SUI, UNI, DAS, DOT	AWARDED to Forsythe is current contract.	Savings: SUI- For Fiscal Year 2018 SUI is reporting approximately \$3,029,000 in savings. ISU- \$8,560,789 UNI- Estimated \$11,455.97 in savings.
Travel	SUI (Lead), ISU, UNI, DAS, DOT	SUI awarded to Meacham's and Winebrenner (Destinations) ISU awarded to CTP and Key Travel UNI awarded to Short's and Humble DAS in process of award	Savings: SUI-- For Fiscal Year 2018 SUI is reporting approximately \$18,000 in savings to Meacham and \$1,800 to Destinations. ISU- CTP (\$1,600), Key (\$4,500) UNI- UNI awarded fall 18. Savings and efficiencies expected once contracts are fully implemented. DAS- Awarded fall 18.
Charter Air	SUI (Lead), ISU (potential user), UNI	AWARDED – Jet Air and Air Planning	Savings: SUI-- For Fiscal Year 2018 SUI is reporting approximately \$15,300 in savings to Jet Air. Currently no spend with Air Planning. ISU- Have not awarded UNI- Not currently using contract
Disaster Recovery	UI (Lead), ISU, UNI, DAS, DOT	AWARDED – ServiceMaster by Rice and ServPro.	Savings: SUI- For Fiscal Year 2018 SUI is reporting approximately \$39,400 in savings with ServPro and no savings to date with Service Master by Rice. ISU- No savings for FY18 UNI- Did not have to utilize services in FY18.
Confidential Shredding	SUI, UNI	AWARDED – The Shredder Green Resource Management.	Savings for the new agreement will be captured in Fiscal Year 2019.
Lab Furniture	SUI, ISU, UNI, IBA	AWARDED –Wynn O Jones	Savings for the new agreement will be captured in Fiscal Year 2019.
Library Digital Asset Management System	SUI, ISU, UNI	AWARDED - Discoverygarden.	No savings to report for this agreement.

<b>Joint Contract</b>	<b>Available Participants</b>	<b>Description</b>	<b>Savings</b>
Insurance Broker Services	SUI, ISU, UNI	SUI – AON ISU – Arthur J. Gallagher UNI - LMC	Savings for the new agreement will be captured in Fiscal Year 2019.
Book Binding	SUI, ISU, UNI	SUI the lead. Contract to HF Group LLC extended for 1 year. Will bid in 2019.	SUI- For Fiscal Year 2018 SUI is reporting approximately \$18,500 in savings. ISU- No Savings to Report. Only \$79.00 spend UNI- Estimated savings of \$484.33
Actuarial Services	SUI, ISU, UNI	Awarded – Select Actuarial Services	Savings for the new agreement will be captured in Fiscal Year 2019.
Hazardous Waste	SUI, ISU, UNI, DAS, DNR, DOT	Awarded – Tradebe	SUI- For Fiscal Year 2018 SUI is reporting approximately \$42,700 in savings. ISU- \$35,302.58 UNI- Estimated savings of \$27,096.54
Large Scale Server Storage	SUI, ISU, UNI,	Contracts with Matrix and Silicon Mechanics have been extended.	SUI- reporting approximately \$158,000 in savings with Matrix and \$52,700 with Silicon Mechanics. ISU- \$89,047 UNI- No savings in FY18, future savings anticipated when additional storage is needed to purchase.
Audio Visual Equipment	SUI, ISU, UNI,	In Process	Bid in Process no Savings to Report
Ware washing	SUI, ISU, UNI,	In Process	Bid in Process no Savings to Report
Copier Purchase	SUI, ISU, UNI,	In Process	Bid in Process no Savings to Report
Dell Computers	SUI, ISU, UNI,	Update Standards	SUI- reporting approximately \$3,800,000 in savings. ISU- \$4,758,092 UNI- reporting approximately \$315,056 in savings.
Grainger	ISU, SUI, UNI	Contract Amendment in progress	SUI- reporting approximately \$181,500 in savings. ISU- \$613,227 UNI- estimated savings of \$9,886.01.
Supply Works	ISU, SUI, UNI	Performance Review	SUI- reporting approximately \$229,000 in savings. ISU- 42, 866 UNI- estimated savings of \$24,787.07
Fleet Overflow	SUI, ISU, UNI, DAS, DNR, DOT	In Process	Bid in Process no Savings to Report
New Vehicles	SUI, ISU, UNI, DAS, DNR, DOT	In Process	Savings for new agreement to be captured in FY19.
Electrical Supplies	SUI,UNI, ISU	Crescent	SUI- savings of \$157,157 ISU- savings of \$84,275 UNI- saving of \$2,489
Plumbing Supplies	SUI,UNI, ISU	PSC	SUI- savings of \$111,663 ISU- savings of \$38,500 UNI- savings of \$3,768
Filters	SUI,UNI, ISU	Tri-Dim	SUI- savings of \$5,930 ISU- savings of \$69,013 UNI- savings of \$1,537

**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.

**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.

*Procurement 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.

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 year: City of Cedar Rapids and Polk County bringing the membership to thirty participants.

**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.

*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.