

Contact: Andrea Anania

INTERAGENCY COOPERATIVE PURCHASING PLAN ANNUAL REPORT

Action Requested: Receive the report.

Executive Summary: This annual report contains cooperative purchasing accomplishments for the fiscal year ended June 30, 2022.

Procurement personnel meet regularly with state and other entities as described on page 2. Current joint purchasing contracts resulted in savings of over \$57.6 million; specific cost savings are shown on pages 3-4.

Purchasing personnel continually strive to reduce costs by strategizing and implementing best practices while meeting Board and statutory objectives.

Background:

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 (OCIO), and other state agencies authorized to purchase goods and services;
- ▶ Pursue mutually beneficial activities relating to purchasing items and acquiring information technology as well as explore ways to leverage resources, identify cost savings, implement efficiencies, and improve effectiveness without compromising the mission of the Board and its institutions; and
- ▶ Before July 1st of each year, prepare a plan that identifies specific areas of cooperation between the Regents' institutions, DAS and OCIO to address the next fiscal year in terms of timelines for implementing, analyzing and evaluating each area of cooperation as well as for identifying the potential for greater inter-institutional cooperation in areas that would result in a net cost savings.

Board Policy Manual:

- ▶ §2.2(6)(B) outlines the organization for purchasing; and
- ▶ §2.2(6)(C) includes policies and procedures on competitive bid thresholds, equipment procurement, purchases exempt from competition, evaluation and award process, withdrawal of bids, bid security, Iowa Prison Industries, Iowa products, targeted small business, professional service contracts, qualified vendors of goods and services, vendor appeal procedures, cooperative purchasing and reporting.

Iowa Administrative Code:

Effective November 10, 2021:

- ▶ §681.8 was rescinded – it contained additional information on procurement policies; and
- ▶ §681.9 was adopted – it contains information on policies, practices and procedures for procurement of goods and services.

Analysis:

Quarterly interagency meetings are held with Regent institutional representatives, Board Office staff, Iowa Department of Administrative Services (DAS), Iowa Department of Transportation (DOT), Iowa Prison Industries (IPI), Iowa Communications Network, and Iowa School for the Deaf/Iowa Braille and Sight Saving School.

These meetings allow procurement professionals to pursue coordinated purchasing efforts with the goal of increasing joint purchasing and efficiencies. Attendees review and discuss current contracts, efficiencies, best practices, trends, and other purchasing issues. Participating state agencies follow the guiding principles as described below:

- ▶ 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 could be obtained on their own.
- ▶ Collaborations should occur where they make sense. Given differing missions of the participants, some projects may not involve all institutions or state agencies.

Procurement representatives also meet quarterly with suppliers to: (1) increase efficiencies wherever possible; (2) discuss status of current contracts; and (3) investigate new opportunities. In most cases, Regent-wide contracts are set up in each university's e-procurement system making the entire procure-to-pay process more efficient.

Procurement representatives also participate in biannual Iowa Public Procurement Association meetings to discuss procurement issues that affect government purchasing, including state agencies, cities, counties, and school districts. Wherever possible, Regent procurement staff seek to work with other state agencies and/or make contracts available to other municipalities.

The following meetings were held this past year:

Interagency Meetings

October 1, 2021
December 14, 2021
February 28, 2022
June 6, 2022

Supplier Meetings

July 14, 2021 – SupplyWorks (operates as The Home Depot Pro)
August 17 2021 – Office Depot
October 28, 2021 – TriDim
October 30, 2021 – Crescent Electric
October 30, 2021 – PSC
November 5, 2021 – Grainger
March 10, 2022 – Dell
March 14, 2022 – Office Depot
March 15, 2022 – Fisher Scientific
March 30, 2022 – VWR
May 17, 2022 – Martin Brothers

Joint Purchasing Contracts						
Contract Commodity	Lead Agency	Other Participants	Awarded Vendors/Description	Contract Dates/ Renewals	University	Savings
Actuarial Services	SUI	ISU, UNI	Select Actuarial Services	5/1/18 - 4/30/23 (three 1-year renewals)	SUI ISU UNI	\$4,000.00 \$0.00 \$0.00
Adobe	SUI	ISU, UNI	Adobe	8/30/21 - 8/29/24 (new) 8/30/17 - 8/29/21 (previous)	SUI ISU UNI	\$3,888,683.00 \$2,439,233.00 \$705,076.00
Audio Visual Equipment	SUI	ISU, UNI	Conference Technologies & Midwest Computer Products	12/12/18 - 12/11/22 (one 1-year renewal)	SUI ISU UNI	\$269,976.58 \$33,152.67 \$31,109.57
Biosafety Cabinets	ISU	SUI, UNI	NuAire	7/1/19 - 6/30/24	SUI ISU UNI	\$2,735.66 \$0.00 \$0.00
Book Binding	SUI	ISU, UNI	HF Group	10/1/11 - 9/30/22	SUI ISU UNI	\$4,751.79 \$485.16 \$65.26
C-Store Product	UNI	SUI, ISU	Farner-Bocken Company/Core-Mark	5/23/17 - 6/30/22	SUI ISU UNI	\$0.00 \$0.00 \$0.00
Cell Phones	ISU	SUI, UNI, DAS, DOT	Verizon & US Cellular	7/01/17 - 8/11/24	SUI ISU UNI	\$107,936.49 \$103,104.89 \$5,265.28
Charter Air	SUI	UNI	Jet Air & Air Planning	8/14/17 - 8/16/22	SUI UNI	\$28,717.57 \$0.00
CISCO Equipment	ISU	SUI, UNI, DAS, DOT	Sirius (acquired by CDW)	2/22/21 - 2/21/24 (one-year renewal(s))	SUI ISU UNI	\$7,058,237.10 \$13,347,163.92 \$235,867.47
Communications & Supplies	ISU	SUI, UNI	Anixter & Graybar	1/15/18 - 1/14/23	SUI ISU UNI	\$271,274.48 \$194,899.89 \$21,588.38
Computer	SUI	ISU, UNI	Dell	2/15/16 - 2/14/23	SUI ISU UNI	\$7,901,433.05 \$6,411,706.80 \$1,837,274.41
Computer Peripherals and Supplies	ISU	SUI, UNI	CDWG	5/15/16 - 6/30/23 (one 1-year renewal)	SUI ISU UNI	\$514,436.10 \$2,000,145.39 \$569,852.37
Confidential Shredding	ISU	UNI	The Shredder, Green Resource Management	7/1/20 - 6/30/23 (no renewals)	ISU UNI	\$5,060.43 \$9,776.00
Copier Lease/Cost Per Copy	SUI	UNI	Marco & Laser Resources	8/1/14 - 10/7/22 (two 1-year renewals)	SUI UNI	\$2,094.18 \$57.49
Copier Purchase	SUI	UNI	Access Systems	1/1/19 - 12/31/23 (one 2-year renewal)	SUI UNI	\$13,518.73 \$10,122.73
Disaster Recovery	SUI	ISU, UNI, DAS, DOT	ServiceMaster & Servpro	02/15/18 - 01/01/23	SUI ISU UNI	\$73,911.36 \$633,089.89 \$33,359.30
Electrical Supplies	ISU	SUI, UNI	Crescent Electric	11/2/16 - 9/30/22 (one 1-year renewal)	SUI ISU UNI	\$36,432.38 \$110,105.00 \$5,384.18
EMC Equipment	ISU	SUI, UNI	Sirius	02/01/22 - 01/31/25 (one 1-year renewal)	SUI ISU UNI	\$769,477.58 \$0.00 \$0.00
Event Security	SUI	UNI	Contemporary Services Corporation	4/14/17 - 6/30/23	SUI ISU UNI	\$17,237.76 \$0.00 \$16,277.27
eWaste	ISU	SUI, UNI, DAS, DOT	A-Tec & Midwest Electronic	7/1/17 - 6/30/22 (one 1-year renewal)	SUI ISU UNI	\$4,210.33 \$4,786.49 \$1,559.05
Fleet Overflow	DAS	SUI, ISU, UNI, DOT, DNR	Enterprise Rent-a-Car	12/1/17 - 11/30/22	SUI ISU UNI	\$40,000.00 \$171,896.00 \$6,845.03
Food Products	ISU	SUI, UNI	ISU, UNI, SUI (Campus) - Martin Brothers Distributing Company SUI (UIHC) - Sysco	7/1/16 - 6/30/22 7/29/16 - 6/30/22	SUI ISU UNI	\$401,938.93 \$155,000.00 \$65,949.27
Hazardous Waste	ISU	SUI, UNI, DAS, DOT, DNR	Tradebe	9/16/20 - 6/30/23 (three 1-year renewals)	SUI ISU UNI	\$34,213.29 \$10,831.20 \$1,883.29

Continued on the following page.

Joint Purchasing Contracts						
Contract Commodity	Lead Agency	Other Participants	Awarded Vendors/Description	Contract Dates/ Renewals	University	Savings
HVAC Filters	ISU	SUI, UNI	Tri-Dim Filters	11/2/16 - 9/30/22 (two 1-year renewals)	SUI ISU UNI	\$34,925.61 \$60,631.00 \$183.83
Insurance Broker Services	ISU	SUI, UNI	SUI - AON ISU - Gallagher UNI - LMC	10/15/18 - 8/31/23	SUI ISU UNI	\$0.00 \$47,833.00 \$274.48
Janitorial Supplies	UNI	SUI, ISU	SupplyWorks (The Home Depot Pro)	Expires 9/30/22 (1-year extension remaining)	SUI ISU UNI	\$162,717.38 \$326,507.00 \$22,043.65
Lab Furniture	SUI	ISU, UNI, IBA	Wynn O Jones	5/1/18 - 4/30/22 (one 1-year renewal)	SUI ISU UNI	\$2,332.07 \$5,402.00 \$0.00
Large Scale Server Storage	SUI	ISU, UNI	Atipa, Koi, Aspen, Silicon Mechanics, & Pier	7/18/19 - 7/31/23	SUI ISU UNI	\$521,560.95 \$10,367.98 \$0.00
Milk Products	ISU	SUI, UNI	Anderson Erickson	Expires 6/24/24 (two 1-year extentions remaining)	SUI ISU UNI	\$70,391.69 \$0.00 \$44,174.65
MRO	ISU	SUI, UNI	Grainger	12/16/16 - 9/30/22 (two 1-year renewals)	SUI ISU UNI	\$199,960.06 \$285,472.00 \$27,076.23
New Vehicles	DAS	SUI, ISU, UNI, DOT, DNR	Multiple Awards to Car Dealerships	10/15/19 - 10/14/21 (no renewals)	SUI ISU UNI	\$180,115.66 \$98,370.00 \$9,627.59
Office Supplies	SUI	ISU, UNI	Office Depot	Expires 9/1/22 (one 6-month renewal)	SUI ISU UNI	\$668,424.27 \$217,126.01 \$116,865.98
Online Harassment & Discrimination Training Software	SUI	ISU, UNI	Vector Solutions	9/5/17 - 9/4/22	SUI ISU UNI	\$21,154.75 \$2,752.00 \$14,166.67
Penetration Testing Services	SUI	ISU, UNI	BreakPoint Labs LLC	2/7/22 - 2/6/23 (four 1-year renewals)	SUI ISU UNI	\$9,147.08 \$0.00 \$0.00
Plumbing Supplies	ISU	SUI, UNI	PSC	Expires 9/30/22 (1-year extension remaining)	SUI ISU UNI	\$140,948.24 \$162,285.00 \$0.00
Power Plant Chemicals	ISU	SUI, UNI	Nalco	7/1/20 - 6/30/25	ISU UNI	\$0.00 \$9,248.71
Scientific Supplies - Primary	SUI	ISU, UNI	Fisher Scientific	11/15/16 - 11/14/22 (one 1-year renewals)	SUI ISU UNI	\$1,383,571.45 \$870,624.70 \$30,119.78
Scientific Supplies - Secondary	SUI	ISU, UNI	VWR	12/19/16 - 11/14/22 (one 1-year renewals)	SUI ISU UNI	\$323,692.36 \$234,679.72 \$517.27
Service Agreements	DAS	SUI, ISU, UNI	Remi & Specialty Underwriters	7/1/20 - 6/30/21 (renewed to 6/30/22)	SUI ISU UNI	\$195,913.62 \$6,210.00 \$0.00
Software - Casper Suite	SUI	ISU, UNI	Jamf	Expires 6/29/23	SUI ISU UNI	\$16,255.96 \$2,211.88 \$14,708.57
Software - Mathematica	SUI	ISU, UNI	Wolfram Research Inc	1/1/15 - 12/31/23	SUI ISU UNI	\$2,486.48 \$18,436.63 \$798.58
Software - Microsoft	SUI	ISU, UNI	GovConnection	9/1/19 - 8/31/23 (two 1-year renewals)	SUI ISU UNI	\$50,134.72 \$164,663.63 \$14,842.68
Temporary Staffing - Merit	SUI	ISU, UNI	Advance Services & 22nd Century Technologies	2/23/21 - 2/22/23 (three 1-year renewals)	SUI ISU UNI	\$52,946.40 \$42,916.24 \$55.96
Travel	SUI	ISU, UNI, DAS, DOT	SUI - Destinations Unlimited ISU - CTP and Key Travel UNI - Shorts & Humble	01/01/18 - 12/31/23 01/01/18 - 12/31/23 01/01/18 - 12/31/23	SUI ISU UNI	\$7,529.25 \$70,378.60 \$2,000.00
Ware Washing	SUI	UNI	Ecolab	Expires 6/30/23 (two additional 1-year extensions)	SUI UNI	\$8,933.80 \$1,479.45
Total Savings						\$57,611,382.71