1. Opportunity Analysis & Strategic Plan

Three major tools developed by UVa Procurement & Supplier Diversity Services that any University can use to jumpstart its strategic sourcing initiative:

- Three-Year Strategic Plan
- Departmental Spend Dashboard
- Vendor Scorecard

2. Departmental Expenditure Dashboard

- OTPS Spend by Commodity
- Quick Facts
- Top Vendor Payments by Spend
- Top Inter-University Payments by Spend

Opportunities for Savings:
1) Spend with contract vendors is 9% of OTPS spend. PSDS can work with high-dollar and/or high-volume vendors to negotiate better value.
2) Examples: Parts (currently using 12 vendors, issuing 1 contract and leveraging spend could result in cost, freight and time savings); Vendor Two Services (P-Card usage would reduce administrative duties); Vendor Three (work with Company to become SWaM-certified, establish contract)
3) P-Card usage is 2.8% of OTPS spend and total reimbursements are 0.4% of OTPS spend.
4) Office supply spend is $100K, or 0.1% of OTPS spend. PSDS is working on a new office supply RFP with a goal of saving 15-20% of current contract pricing.
5) Other potential opportunities: Consolidate Promotional/Apparel vendors (total spend: $107,152); Rent/Buy equipment (total spend: $66,370)

3. Vendor Scorecard

Customers rank vendor quality & performance to drive improvement

Develop a plan based on analysis of key commodities