UC Berkeley Mission

Teaching

Research

Public Service
By the numbers – FY2018

- 212,932 purchase orders & 377,903 lines
- 4,550 unique users per month
- PO spend $526 million
- $18.43 million annual savings
I put an order into BearBuy, I feel like I’m waiting for something that will not happen...
Only 29% of Requisitions are approved in the same day

56% of Requisitions are less than $250
Every cart goes to a req. creator for approval regardless of $ amount
• 378,000 order lines
• 213,000 purchase orders
• 4,500 unique users/month
• 185 Req. Creators
• 23 Buyers

$526 Mil in purchases & $18.43 Mil in savings
Auto Approval of Catalog Orders Increasing from $1k to $5k on April 14, 2019
Auto Approval

Catalog orders <$5K and Non-catalog orders for goods <$1K will:

• By-pass req creator if chart of account information is complete

• Eliminate the need for req approval

• Be exempt from voucher approval – system assumes order is received
Auto Approval

Catalog Orders < $5K and Goods <$1K

Supplier Delivers Goods

Payments

Payment sent by Accounts Payable

Auto-Approvals

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
<th>% of Count</th>
<th>Paid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catalog &lt; $1k</td>
<td>81,440</td>
<td>13%</td>
<td>$13.7M</td>
</tr>
<tr>
<td>Non-Catalog &lt; $1k</td>
<td>22,914</td>
<td>4%</td>
<td>$6.1M</td>
</tr>
<tr>
<td>Current Total</td>
<td>104,354</td>
<td>17%</td>
<td>$19.8M</td>
</tr>
<tr>
<td>Add: Catalog $1k to $5k</td>
<td>4,495</td>
<td>1%</td>
<td>$8.8M</td>
</tr>
<tr>
<td>New Total</td>
<td>108,849</td>
<td>18%</td>
<td>$28.6M</td>
</tr>
</tbody>
</table>

Based on FY17 spend data. Total spend of $1.1B for 633K vouchers.
Leaning Procurement Update

- Low Value Purchase Authorization - LVPA from $5,000 - $10,000 (except restricted purchases)

- Price Reasonableness & Basis For Award forms, increased from $10,000 to $100,000 (except Federal Funding)
Questions and Training, contact supplychain@Berkeley.edu

Visit us at: Supplychain.Berkeley.edu
Some of the your fellow Bears making things happen

• Laurina Ashby, Mike Murphy, Norma Jones, Keith Muller, Luis Diaz, Kathryn Wright, Ezequiel Gonzalez, Renita Esclovon, Anna Zheng, Joy Carchidi, Patrick Montoya
• Stacey Templeman, Aravind Seshadri, Stacey Owens, Yura Tamano, Sakarno Kusumonegoro, Jared Espina, Brenda Duenas, Carl DiGiorgio, Alex Butler, Loren House