



Policy Concept Form

All policy proposals including new policy concepts, recommendations to revise, or requests to repeal must be submitted via this form to the University Secretary. The Secretary will forward completed concept forms to the President's Policy Advisory Council for consideration pursuant to I.03.01 Policy on University Policies. When submitting a policy concept form, please keep the following university definition of "policy" in mind:

A University Policy ("Policy") is a policy that (1) has broad application or impact throughout the University community, (2) must be implemented to ensure compliance with state or federal law, (3) is necessary to enhance the University's mission, to ensure institutional consistency and operational efficiency, or to mitigate institutional risks; or (4) is otherwise designated by the Board or the President as a University Policy subject to the Policy- Making Process authorized in section 4. A policy establishes rights, requirements or responsibilities. Excluded from this definition are things such as, but not limited to, implementation guides, operating guidelines, internal procedures, and similar management controls and tools.

Name:	Craig Ashford
Email:	cashford@uoregon.edu
Phone:	6-3395
University Affiliation:	General Counsel; Purchasing and Contracting Services

Policy Subject Matter (please included existing policy number(s) if available)

Purchasing and Contracting: Strategic Sourcing and Purchasing

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

The policy will allow UO to save money and purchase goods and services more efficiently by leveraging the University's large purchasing power. This will also reduce duplicative purchases, processes, and procedures. The policy will also result in consistency across campus.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

This policy affects those involved in purchasing activities on campus. Certain products or services may be required to be sourced centrally or through a centrally administered contract in the future.

Proposed Action (i.e., new, revision, repeal)

New Policy - see attached



Strategic Sourcing Policy Statement

1. Background:

It is critical that the University of Oregon use its resources wisely to operate as effectively and efficiently as possible. In order to obtain the highest quality services and products at the best value, there are times when it is in the best interest of the institution and its units to procure certain services and products from designated vendors using centrally negotiated contracts

2. Requirement to Procure from Designated Vendors

The President, the Vice President for Finance and Administration, or a designee will designate those services and products that must be sourced from designated vendors using centrally negotiated contracts.

3. List of Designated Goods, Services, and Vendors; Procedures:

Purchasing and Contracting Services will maintain and publish a list of the designated services and products that must be procured from approved vendors through centrally administered contracts along with procedures for accessing these strategically sourced items. These procedures must include a list of circumstances when goods and services otherwise required to be purchased from a list of designated vendors may instead be purchased through other means.