Welcome to our latest newsletter. With the onset of new campus systems and many new initiatives from UCOP, the State, and the Federal Government, we aim to provide some form of standard communication to our Procurement campus colleagues. We will be issuing this newsletter once every other month, with the next issue coming out this December.

Within the last couple years, the divisions of Purchasing and Contracts & Property within Business & Financial Services combined to collectively become known as Procurement Services. So, what is Procurement?

**Procurement**

The overarching function that describes the activities and processes to acquire goods and services.

Importantly, and distinctly from “purchasing”, procurement involves the activities involved in establishing fundamental requirements, sourcing activities such as market research and vendor evaluation and negotiation of contracts.

Message from our Sponsor

The UCSC campus procurement community is in a growing and diverse group of shoppers, suppliers, approvers, and professional buyers that work collaboratively to acquire over $80M in goods and services annually in support of our fundamental mission of teaching, research, and community service.

This month our Procurement Services Team is launching a newsletter to promote best practices, share expertise, and highlight some of the many acquisition opportunities in and around our campus procurement community. We hope you find these newsletters insightful and entertaining. Thank you.

Jacob Godfrey
Associate Director and Chief Procurement Officer, Business and Financial Services

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**Campus Counts**

Every month, our office tracks and documents 176 individual metrics related to Purchase Orders, Contracts, Gateway, Zendesk, Small Business utilization, Strategic Sourcing, Flexcard, and Vendoring.

**During Fiscal Year 15, we processed:**

- Total PO’s: 2,941
- Total Contracts: 426
- Total Spend: $93,797,366.34
- Average Turnaround: 0.3 days (POs)
- 0-1 week (Contracts)

**We saved the campus:**

- Transactional Savings: $123,517.00
- UCOP P200 Contribution: $2,871,821.00

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**Prevaling Wage and Fair Wage, Fair Work arrive in Procurement**

The California Department of Industrial Relations (DIR), governing body for Prevailing Wage, added maintenance, installation, and repair work over $1,000.00 into their definition of “public works” earlier this year. That means that Procurement departments across the State are now required to report public work projects to the DIR for every purchase order in which prevailing wage applies. For UCSC, this means any request exceeding $1,000.00 with a supplier that provides “Routine, recurring, and usual work for the preservation, protection, and keeping of any publicly owned or operated facility” (CA Code of Regulations 6000) will need to be routed to Procurement for DIR project submission (Labor Code sec 1773.1). The good news is that the process should only take a few hours longer than usual. However, if the Supplier is not already registered with the DIR, the Supplier will need to register, or the campus will need to find a new supplier for the service.

Meanwhile, President Napolitano introduced Fair Wage/Fair Work this past Summer as a voluntary plan to establish a minimum wage of $15/hr by 2017 for both UC employees and suppliers to the UC. Procurement will be reviewing all service-related requisitions we receive to ensure our suppliers can meet the requirement of providing wages at $13/hr this year, $14/hr in 2016, and then $15 in 2017. This plan does not apply for goods only, services funded by federal C&G money, or if Prevailing Wage applies.

For more on both these topics, call or email Calfi Price (x73723)

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**Meet the Person**

Each issue of the Post will feature a few of our team members. This issue features our Buyers:

**T.J. Bloominger** was hired on campus back in early ’92. The first 20 years on campus were spent in Communications Services as the Storekeeper, purchasing almost all of the cable, telephones, telephone systems and Communications systems that are still being used on campus today. He has been in Procurement Services about 3 ½ years. He enjoys the daily challenges here in Procurement, including working with department purchasing staff to find the answers and solve issues as orders are placed with as little grief as possible. From procuring flies, to computers, to the entire laundry system used in Residential Operation, T.J. appreciates the wide variety of work we see in Procurement. When not at work, he enjoys hiking, biking, and nature in general. His main passion is growing orchids. He has 300- 400 orchids in his collection with anywhere from 10-20 in bloom at any one time.

**Jason Gonzalez** is a Santa Barbara native, and came to UCSC from the corporate world starting in January 2014. He really enjoys the diverse nature of working for Procurement Services here on campus and previously spent time on both the Equipment Management and Flexcard support teams. He enjoys the several family members actively involved in education, Jason appreciates the academic and research mission of our faculty, relishing the details of helping departments make the best purchase towards their goals. When not at UCSC, he enjoys playing music, touring with his band, going to the beach on his lunch break, board sports, and spending time with his family.

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**Letters to the Outlaw**

Can someone in my department sign quotes, or Vendor/supplier proposals or contracts?

The short answer to this is no. The University of California has standard Terms and Conditions of Purchase that are attached to every Purchase Order in Gateway, and the University needs to retain our terms and conditions rather than accept vendor/supplier terms and conditions. Many of the supplier terms will only be favorable to the supplier.

If the requisition comes to Campus Purchasing, we will strike the conflicting provisions and proceed with our terms on the PO.

Department Chairs, directors, P.I.’s, and business officers may not sign quotes or contracts on behalf of the University or the UC Regents, and if they do, the contracts may be considered unenforceable. If the contract is found to be valid, the signatory may be held personally liable for the contract.

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**Navigating the Red Tape?**

The first 3 individuals to send us the correct answer to the question will win a prize! Send your responses to procurement-news@lists.ucsc.edu

What is the Uniform Guidance, and how does it apply to Procurement?

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**Suggestion Box**

Send any suggestions, ideas, or topics and subscribe requests to: procurement-news@lists.ucsc.edu