

**COUNCIL OF BUYERS MEETING
JANUARY 24, 2016 9:00am CST
AGENDA**

**CONFERENCE CALL: 1-866-287-9562
CODE: 5665**

Welcome/Opening Remarks

Staples Presentation – Jana Calvert
BOPIS – Buy Online, Pickup In Store
Online Printing
 Shipped direct to you
 Pickup in Store
 Wide Format Printing
Order Management on SciQuest
 Shopping Lists
 Order Status
 Returns

Active DocuSign Discussion/Presentation

Active Policies/Guideline Discussion
 Approvals Policy
 Contract Policy
 Contract Guideline

SciQuest
 16.1 Release
 TBR System License Updates
 TSM
 Missing Emails and Phone Numbers
 Templates

Current Strategic Sourcing System Initiatives/Updates:
 Recently Awarded Solicitations –
 Central Data Repository (CDR)
 (SAS Institute, Inc.)

RFPs/RFQs in Process/Upcoming –
 RFPs
 International Group Airline Travel – Technical Proposals under Review
 Executive Search Services – Technical Proposals under review
 Marketing Services – System Office - Phase I is due 3/30/16
 Media Coaching Services - to be released in May 2016
 Automated Accessibility Testing Tool to be released April 2016
 Closed Captioning Services RFP - to be released May 2016
 Community Colleges Consolidated Bookstore Services – internal discussions taking place
 RFQs
 TCAT Newbern Diesel Program Equipment – bids under review
 TCAT Dickson Diesel Program Equipment – bids under review
 TCAT Memphis Aviation Program Equipment – bids under review
 TCAT Adv. Mfg (Jackson, Memphis, Shelbyville) – bids under review

TCAT Newbern Diesel Program Equipment – opens 3/29/16

TCAT Shelbyville CIT Program Equipment – opens 3/29/16

Updates:

Vendor Management Analyst Position – TBR System Office

Campus Employee Updates

TBR/UT/SOT Collaboration Efforts – Procurement Card RFP

Other Updates/Questions from Institutions

Accessibility – John Clark