

**COUNCIL OF BUYERS MEETING
JANUARY 5, 2017 9:00am CST
AGENDA**

**CONFERENCE CALL: 1-866-287-9562
CODE: 1440**

Welcome/Opening Remarks

RFP Template Updates

DocuSign

- Signatories
- Order Forms
- Entities that refuse to use DocuSign

Fiscal Review Requirements for Non-Competitive and Competitive Agreements

SciQuest

- TSM – (Inception to date active suppliers and supplier registrations (Amy)
- Strategic Sourcing Analysis update (Amy)
- Amazon (Mark)

Upcoming Strategic Sourcing System Initiatives/Updates:

- Janitorial Supplies
- Student/Employee Behavioral Tracking Software

Purchasing from UT Solicitations

RFPs/RFQs in Process/Upcoming –

RFPs

- Board Portal Software – Proposals due 1/5/17
- PCard/Travel Card, ePayables Card with US Bank

RFIs/RFQs -

- Bookstore Services for Community Colleges/TCATs, RFI due 2/17/17
- TNeCampus 2017 Summer Academy, bids due 1/4/17
- TCAT Newbern, Diesel Program, Truck bids due 1/5/17

Updates

- HCA (Wayne)
- OMB-81
- Follett
- Long Term Disability Insurance
- Elavon
- Shared Services
- NAEP Conference – Reno, NV, March 26-29, 2017

FOCUS Act Activities Related to Procurement and Contracts

- TBR Policy and Guideline Updates
- COB Meetings Going Forward
- Training for Universities

Other Updates/Questions from Institutions

- Motlow State (Cammie) – Legal Training
- Tennessee Tech (Judy) – RFP Evaluation Software (Bonfire)