

MacBuy Project

Town Hall

Nov 27, 2018



Agenda

- Welcome and Introduction
- Team Structure
- Project Scope
- System Highlights
- Progress to Date
- Timeline
- Measuring Success
- Next Steps
- Questions



Welcome & Introduction

Executive Sponsor:

Deidre (Dee) Henne,
AVP (Administration) & CFO





**Change is an event but a transition is the process
that you go through in response to the change**

William Bridges



Project Team Structure

Executive Sponsor: Dee Henne

PROJECT TEAM

STEERING COMMITTEE

TESTERS

Functional

Terri Wetton
Angelo DiLettera
Tracie Felton
Wendy Finemore
Kari Wright
Laurie Hickey
Sarah Nunes
Karen Campbell
Jennifer Prentice
Sue Graci
Katrina Spotts

Technology

Gord de Pass
Sibi Vadakken
Marlon Arevalo
Mike Ngo
Dave Arnold
Chris Due
Mike Masotti
Laura Seely
Michelle Turnbull
Tanya Reid

JAGGAER

Evelyn Fahy
Kelly Divine
Margot Squarebriggs
Beth DesJardin
David Joyner

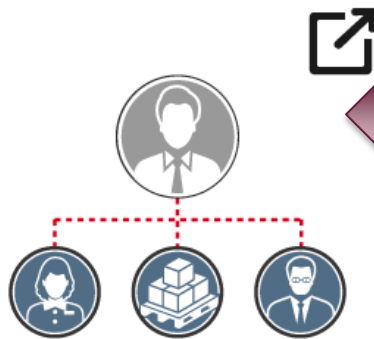
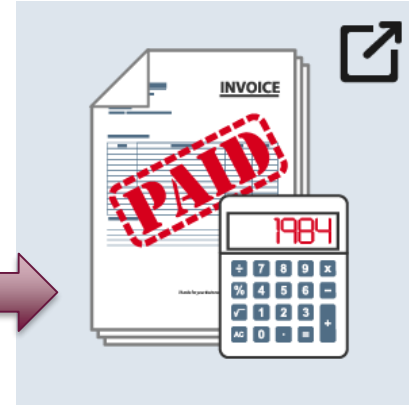
John Preston
Nancy Gray
Lou Mitton
Stacy Farkas
Susan Galloway
Sonya Caissie
Dave Reinhart
Suvojit Ghosh
Steven Moore
Craig Coles
Dawn Lilley
Kevin de Kock
Babu James

Research Lab
Manager
Financial
Administrator
Researchers
Approvers
Grad Students
Research Finance
Procurement Buyers
Accounts Payable

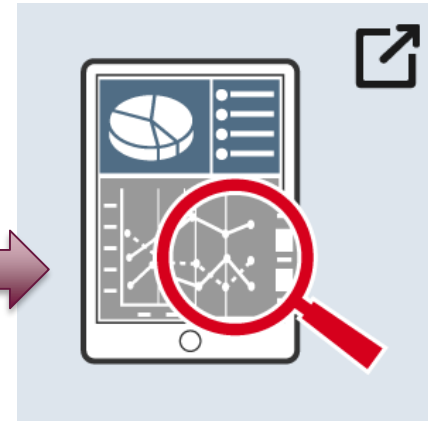
Project Scope



E-Procurement
Accounts Payable



Supplier Portal
Spend Analytics





MacBuy System Highlights

- Access multiple suppliers through a single dashboard page (just like Amazon.ca)
- Supplier pricing will reflect negotiated McMaster pricing for catalogue suppliers
- Track progress throughout the process (request, PO, fulfillment, payment)
- Approval workflow automated
- Multiple purchase orders from multiple suppliers from one shopping cart
- Reduce the need for PCard use and reconciliation



MacBuy Progress to Date

- Stakeholder input:
 - Users invited to demonstrations to select e-Procurement system
 - Steering Committee formed in May and have met three times
 - Two Focus Group sessions held to understand the participants current shopping experience
 - Feedback is being used for configuration discussion
- Discovery sessions with software provider and project team held
- Visited Queens to understand their experience and lessons learned from their recent implementation



MacBuy Progress to Date

- Strategic Procurement started supplier cleanup and continue to negotiate McMaster pricing
- Identified high volume suppliers to be enabled as punch out or hosted catalogue suppliers
- Integration configuration is 65% complete
- Functional configuration is 70% complete
- Core project team has access to test site and is currently testing functionality



MacBuy Timeline



Post project survey in Dec 2019.



MacBuy Measuring Success

- **User satisfaction survey** = Yr. 1 = 60% satisfaction;
Yr. 2 = 70%; Yr. 3+ = 80%
- **User adoption** = Yr. 1 = 25%; Yr. 2 = 50%; Yr. 3 = 75%
- **Catalogue/contract spend** = Yr. 1 to 3 = \$15m
- **Savings** = By Yr. 5 = \$3.7 m per year
- **Savings Soft (Avg time to enter PR)** = Baseline 2017/18
avg. 37 mins; 2023 reduced by 53% will be 14 mins
- **McMaster PCard spend** = Baseline 2017/18 \$27m;
2023 20%+ increase
- **Avg time to enter PCard recon** = Baseline 2017/18 avg. 5.5 hrs;
2023 reduced by 92.5%
- **MacBuy Help - Initial Response time** = Within one business
day



Next Steps

- Demonstrations Dec 11 & 12
"Get the Goods on Purchasing using MacBuy"
- Identify and finalize user acceptance testers
- 2019 Monthly News Updates
- March Town Hall
 - Announce Training schedule & Open-houses

