



## About Baltimore County Public Schools

- 26th largest school system in the US
- 173 schools, programs and centers
- More than 105,000 students
- More than 17,000 employees, including 8,850 classroom teachers
- Accredited through National Institute of Government Purchasing
- Received Achievement of Excellence in Procurement Award from 2005 through 2011

## ESM Solutions Applications in Use

- easySourcing™
- easyPurchase™ with SpendAnalytics™
- ContractManagement™
- More than 12,700 end-users
- 225 preferred supplier contracts
- More than 8,100 solicitation suppliers

## Key Drivers for Procurement Change

- BCPS reached their catalog limit with previous procurement provider
- Desire for dynamic catalogs that are updated and uploaded automatically
- Need for requisitions to be created rapidly
- Desire to go completely paperless in order to reduce shipping and inventory costs
- Make eProcurement (online ordering) the primary method for BCPS employees to order products and services they need for the classroom

**“For every one dollar saved on the business side through effective and efficient business procedures, one dollar is returned back to The Baltimore County Public Schools classrooms to educate the kids.”**

***-Rick Gay, Purchasing Manager***

## Evolution of Procurement Automation at Baltimore County Public Schools

### 2001:

- Rick Gay becomes Purchasing Manager for BCPS
- Procurement is automated by US Bank using P-Card or purchase orders with 3 catalogs and 2,000 line items

### 2008:

- eProcurement expands to 100 catalogs with 600,000 line items
- Begins to evaluate other procurement platforms
- Selects, implements and trains 2,000 pilot users to begin using easyPurchase

### 2009:

- Goes live with easyPurchase

### 2010:

- Achieves paperless requisition goal

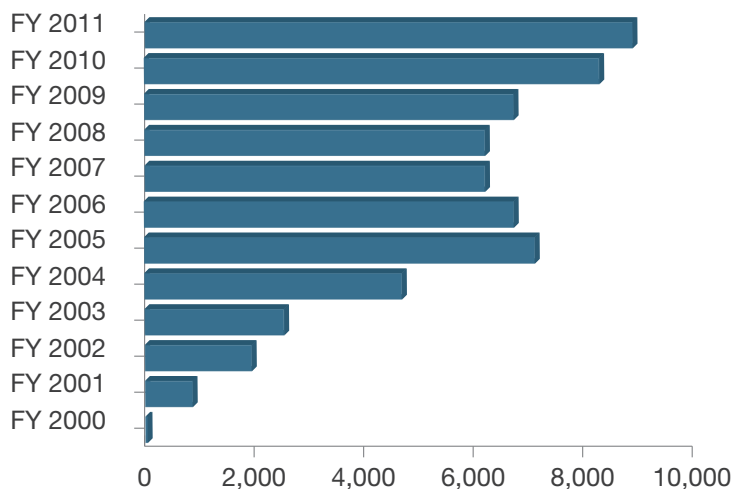
### 2011:

- Electronically processes more than 8,900 orders, 32% more than in 2006

### 2012:

- Processes more than 10,400 orders

## Electronic POs 2000-2011



Since 2001, Baltimore County Public Schools has processed more than 85,000 electronic POs valued at over \$38 million.

## Benefits of eProcurement

- Increased contract compliance
- Increased control of suppliers used for purchases
- Reduced rogue spending
- Reduced transaction and administrative costs by 78%
- Reduced purchase and acquisition cycle times
- Reduced item costs through contract pricing
- Reduced shipping and inventory cost

## What's Next for Baltimore County Public Schools

- Utilize account-based approval workflow
- Move Title I and third party billing to online ordering
- Move Career and Technology, night school and summer school to online ordering

## Best Practices: Tips from Rick Gay

- Have a champion at the highest level to foster user adoption
- Deploy solutions across your entire organization to reduce administrative time spent on procurement
- Don't just accept supplier given prices – leverage your contracts
- Create competition by offering multiple catalogs for a category
- Facilitate user training to always look for the lowest price

**“Over a decade, BCPS moved from a non-strategic paper-in and paper-out procurement system to an electric procurement and sourcing system that is driven by strategic planning.”**

**-Rick Gay, Purchasing Manager**

## eProcurement Success by the Numbers

Procurement Action/Item	Real Results
Order Submission	Real-time notification to suppliers
Delivery of Goods	From 5 days down to 24-48 hours from time of order until delivery
Shipping Goods	10-15% reduction in shipping costs
Supplier Costs	24-48 hours after receipt supplier receives payment
Sourcing Consolidation	33% reduction of supplier catalog surplus
Supplier Consolidation	Decreased number of suppliers by 43% since FY08