Rowdy Exchange
Implementation At UTSA

www.utsa.edu/RowdyExchange
What is Rowdy Exchange?

The Rowdy Exchange is an intuitive and comprehensive online shopping tool that connects directly to the UTShare/PeopleSoft purchasing application. The software platform is Jaggaer (formerly SciQuest), which we have branded Rowdy Exchange for UTSA’s program. It offers end-users a “shopping cart” experience designed to make day-to-day purchasing easier.
Why Rowdy Exchange?

- Streamlined systems
- Cost and time savings
- Reduced paperwork
- Easier ordering, easier approvals, easier invoicing
- Online shopping-cart experience, with many items ordered from digital catalogs
- Greater buying power for UTSA, thus lower prices for purchasers
- Jaggaer is the market leader in eProcurement software for higher education and research institutions
- More than 100 higher-ed institutions, representing more than 194 campuses, are Jaggaer customers

See Rowdy Exchange at a Glance
Works With UTShare/PeopleSoft

- Rowdy Exchange is the front-end tool to the PeopleSoft purchasing function.
  - PeopleSoft remains the system of record.
- Requisitions and purchase orders now created simply and easily in Rowdy Exchange.
  - No duplication of work
- Additional features and controls complementing the process will be enhanced in a new workflow process.
Project Objectives

- Standardize and enhance the UTSA P2P procurement system while maintaining flexibility and efficiencies within the system
- Create efficient, easy-to-use, one-stop shop for end users
- Consolidate/direct university spend
- Increase visibility of spend and enhance procurement reporting
- Create a robust, workflow enabled forms system
- Enhance A/P processes with e-Invoicing
- Implement a streamlined, efficient, electronic bid system and repository
- Obtain a high system adoption rate among end users
- Replace or eliminate problematic purchasing processes in PeopleSoft
Benefits to the end-user

1. One-stop shopping experience for effectiveness (achieving objective) and efficiency (minimizing resources).
2. Search capabilities from a wide range of products on UTSA or UT Systems contracts.
3. Ability to compare items side-by-side.
4. “Shoppers” can create templates for regular purchases.
5. Easy search of your buying history.
Benefits to UTSA

• Reduced time for end users to purchase from catalogs. [Labor Savings = Efficiency]

• Facilitates direct spend with preferred vendors. [Cost Savings = Effectiveness]

• Stronger position to negotiate better prices and services. [Cost Savings = Effectiveness]

• Increases purchasing with HUB vendors. [UTSA Goals = Effectiveness]

• Continued requisition approval outside of department (e.g., chemicals). [Process = Effectiveness]
Benefits to UTSA (2 of 2)

• Email notifications to other stakeholders (e.g., Capital Equipment). [Communication = Effectiveness]

• Integrated comprehensive sourcing tool for bidding. [Process = Efficiency]

• Enhanced security & accountability optional at user level. [Control = Effectiveness]

• Comprehensive reporting. [Communication = Effectiveness]

• Able to customize to our processes. [Process = Effectiveness]

• Reducing PO match exceptions. [Process = Efficiency]
# The "One-Stop Shop" Environment

The different ways that shoppers are able to shop for goods and services

<table>
<thead>
<tr>
<th>Hosted Catalog</th>
<th>Client-specific catalog and pricing hosted in the application</th>
</tr>
</thead>
<tbody>
<tr>
<td>Punch-Out Catalog</td>
<td>Supplier creates a client-specific punch-out containing negotiated items and prices</td>
</tr>
<tr>
<td>Non-Catalog Items</td>
<td>Used for items that are not found in hosted or punch-out catalogs (specialty items, etc.)</td>
</tr>
<tr>
<td>Forms</td>
<td>Customized per client - Examples include catering forms, business cards, services</td>
</tr>
<tr>
<td>Contracts</td>
<td>Load contract specific items, provide ordering instructions &amp; associate forms</td>
</tr>
</tbody>
</table>
# Ease of Use

## Office Supplies
- CCS
- TODAY'S BUSINESS SOLUTIONS
- Office DEPOT

## Technology
- Commonwealth Computer
- SHP
- Summus / Dell
- Dell

## Science and Research – Equipment and Tools
- Fisher Scientific
- Possible Missions - Hub Vendor
- Agilent Technologies
- BIO-RAD
- CAROLINA
- Charles River
- EMD
- Combi-Blocks
- Sigma-Aldrich
- VWR
- Summus VWR

## MRO / Facilities
- GRAINGER
- Airgas
- Burgoon - Hub Vendor
- Cuebas - HUB Vendor

Purchasing and Distribution Services
Jaggaer system has a very high success rate for PO delivery on the first attempt, 99.9976%
Solution Overview

Purchasing and Distribution Services
Direct Spend = Cost Savings

The “Showcase Suppliers” section offers the ability to highlight preferred suppliers and to standardize purchases of items, manufacturers, models, and available equipment maintenance.

- Copiers
- Computers
- Printers
- Supplies
  - Office
  - Lab
  - Computer
  - MRO (Maintenance, repair, and overhaul)

Rowdy Exchange

Purchasing and Distribution Services
Shopping Dashboard

Welcome to THE ROWDY EXCHANGE!

Here you'll find the goods and services you need for your work at The University of Texas at San Antonio. The greatly expanded ROWDY EXCHANGE provides an improved online shopping experience and negotiated pricing from UTSA's preferred suppliers.

You can search for items by keyword or item number. When you find the item you need, just put it in your shopping cart. If you can't find what you need, click on the Non-Catalog Item link, complete the form, and submit.

Issues or Questions?
Contact us at purchasing@utsa.edu

Further Reading & Training
- Punch-out Shopping
- Non-catalog Item Shopping
PUNCH-OUT CATALOGS

- Supplier creates a client-specific punch-out
- User shops for items and places them in a cart
- The shopping cart is returned to the application
HOSTED CATALOGS

- Client-specific catalog and pricing hosted in the application
- Catalog can be searched via a “Shop at the Top” search tool
NON-CATALOG ORDERING
For all the other suppliers…

- Option to order from any supplier in the application
- Simple form to fill out, which can be configured
Forms

- Highly-configurable component of shopping
- Used to initiate the purchase of **goods/services** or track specific organizational **requests**.
  Forms: Facilitate the purchase of an item or service.
  Form Requests: Facilitate non-purchase organizational requests.
- Workflow routing capability to account for purchase and request approval.
- Forms increase efficiency and provide a true “one-stop-shop.”
Search Capabilities

- By Supplier
- By Manufacturer
- By Part Number or SKU
- By Item Description
- By Exact Phrase
- By Product Category (office, lab, or computer equipment or supplies)
- By Product Sub-Category (copy paper, chemicals, or flat monitor)
Search Capabilities

Purchasing and Distribution Services
### Comparing Items

<table>
<thead>
<tr>
<th>Product Details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Catalog No.</strong></td>
<td>PENBK904A</td>
</tr>
<tr>
<td><strong>Price</strong></td>
<td>9.71 USD</td>
</tr>
<tr>
<td><strong>Supplier</strong></td>
<td>EL PASO OFFICE PRODUCTS</td>
</tr>
<tr>
<td><strong>Category</strong></td>
<td>Ball point pens</td>
</tr>
<tr>
<td><strong>UOM</strong></td>
<td>Ball point pens</td>
</tr>
<tr>
<td><strong>Price per UOM</strong></td>
<td>9.71 USD / unit</td>
</tr>
<tr>
<td><strong>Product Size</strong></td>
<td>----</td>
</tr>
<tr>
<td><strong>Price per Product Size Unit</strong></td>
<td>----</td>
</tr>
<tr>
<td><strong>Category UNSPSC</strong></td>
<td>44-12-17-04</td>
</tr>
<tr>
<td><strong>Color</strong></td>
<td>----</td>
</tr>
<tr>
<td><strong>Image URL</strong></td>
<td>----</td>
</tr>
<tr>
<td><strong>Is Hazardous Material?</strong></td>
<td>true</td>
</tr>
<tr>
<td><strong>MSDS URL</strong></td>
<td>----</td>
</tr>
<tr>
<td><strong>Manufacturer Name</strong></td>
<td>Pentel</td>
</tr>
<tr>
<td><strong>Manufacturer Part Number</strong></td>
<td>BK904</td>
</tr>
<tr>
<td><strong>Packaging UOM</strong></td>
<td>DZ</td>
</tr>
<tr>
<td><strong>Product Size</strong></td>
<td>DZ</td>
</tr>
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<td><strong>UNSPSC</strong></td>
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</tr>
</tbody>
</table>

**Purchasing and Distribution Services**
REPORTS MENU
Reports focus on operational and spending aspects

Purchases and Spending Reports

Operational and Usage Reports

Purchasing and Distribution Services
Encourages Preferred Vendor Usage

Spending with preferred suppliers aimed at minimizing maverick spending with unapproved suppliers.

With unapproved suppliers,
- Purchasing process takes longer — as much as twice the time.
- May not provide the best overall value to UTSA.
- May be on the debarred list.
- Competes against preferred suppliers.
- Hinders our negotiating position to increase overall value.
- Quality or services may be sacrificed for bottom-line price.
- Products or services may not be up to expected standards.
- Defeats consolidation and standardization university-wide.
- Typically costs more.
Training: May-July 2017

- Rowdy Exchange Procurement Process Overview
  - Overview of Requester and Receiving processes
  - For UTSA employees who currently use a procard, create and approve requisitions, and order goods and services
  - Learn about Rowdy Exchange and how to set up profile, shop, and approve in Rowdy Exchange
- May 25 to July 31

utsa.edu/RowdyExchange
Training: June-July 2017

• Rowdy Exchange Procurement Requester Training
  • For select group of employees who currently enter requisitions and completed the Purchasing Rules and Regulations – AM 580 class.
  • Learn how to purchase goods and services in Rowdy Exchange and enter all the required information.
• June 5 to July 31
Contact your Procurement Specialist:

utsa.edu/purchasing/contact