

BUSINESS MANAGERS UPDATE

Information Technology Procurement – Some Things to Know!



UNIVERSITY OF
South Carolina

Division of Information Technology

IT PURCHASING – CONNECTING SOME DOTS

1

IT 1.00 –
Procurement Policy

2

College, School,
Dept., Campus IT
Purchase

3

University Procurement
Process

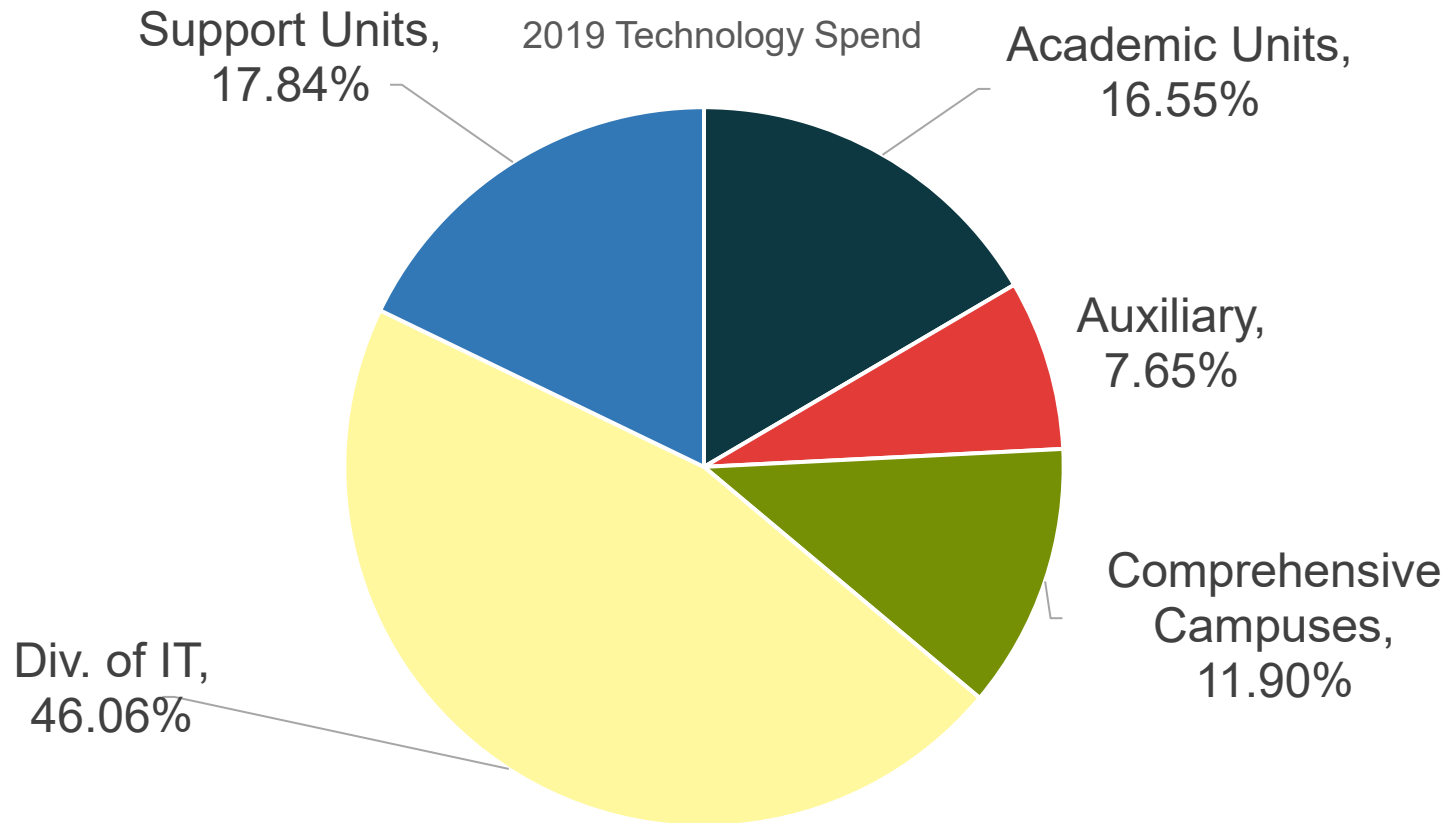
4

IT Review of Purchase

5

Contract Review – Legal
Counsel

TECHNOLOGY SPENDING (NON-PERSONNEL)



Total \$47.7 million

IT 1.00 – IT PROCUREMENT POLICY

Principles:

- Seek first to provide maximum value to the USC campus system, then campus, then college, then departmental organizations and individuals.
- Adhere to established Information Technology standards established by the Office for Information Technology.
- Utilize existing University Information Technology resources, assets and services before non university services are considered.
- Protect against un-authorized un-funded mandates.
- Where there are conflicting priorities, provide a means for resolution.

WHERE DID WE START?

Category Review in PeopleSoft (July 2019):

- Purchase is related to IT hardware or software
- Purchase is greater than \$50,000

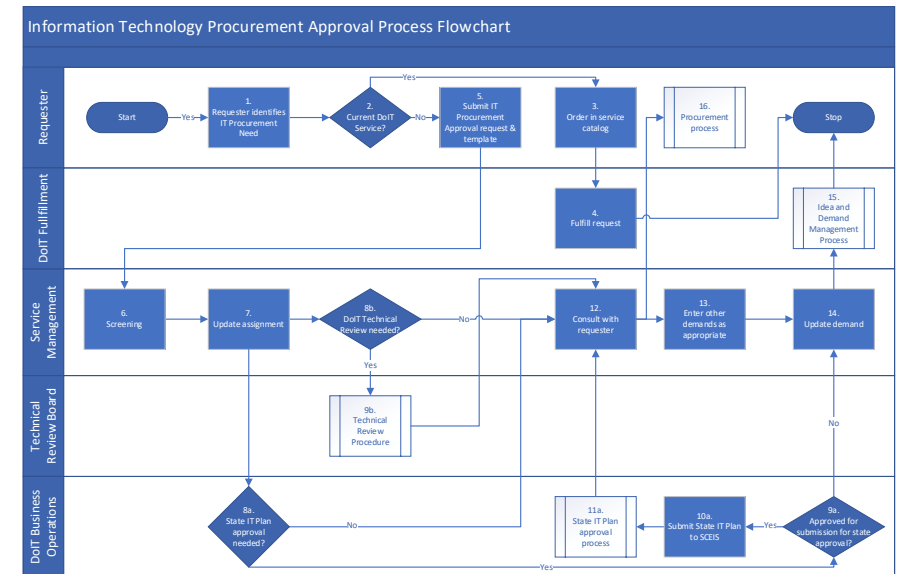
Establish a Technical Review Board

Category Review in PeopleSoft (February 2020):

- Purchases with technology category code in PeopleSoft
- Purchase is greater than \$50,000

Technology and Telecommunication Category

- 63 categories of technology equipment, software, services, etc.
- Does not include leases
- Examples: 204530 Desktop Computers; 839000 Telephone Equipment; 920000 Software/Data/Programming Svcs; 920450 Software Maintenance/Support; 939060 A-V Install/Maintain/Repair



TECHNOLOGY REVIEW BOARD

- Approximately 10-15 technology leaders from system
- Develops enterprise technology standards
- Encourage adoption standards
- Goal reduce duplication and operating costs
- Review proposed IT initiatives and make recommendations

Note: Coordination behind the scenes -- security, data/privacy and state IT plan and demand on IT / integration, etc.

SOME OTHER THINGS TO KNOW / CONSIDER

- Are there terms & conditions? Legal review required.
- Software as a Service – sales and use tax
- State IT plan required when spend >\$50,000
- Will integration and data be needed?
- Cloud service – may be contracts already in place.

Don't do this alone!

IT PURCHASING – WE NEED YOUR HELP!

Early communication of IT need and purchase.

[Home](#) > [Service Catalog](#) > [IT Professional Services](#) > [USC System, Software, or Application Review by DoIT](#)

Search



USC System, Software, or Application Review by DoIT

State IT Plan Approval, DoIT review or evaluation of third party IT systems, requests for integration with enterprise systems



In accordance with [USC Policy IT 1.0, Information Technology Procurement](#), all University Information Technology procurements require approval by authorized personnel established by the Office for Information Technology. This request is used to initiate that review.

Additionally, requests to integrate third party applications with enterprise systems such as Banner or Identity management should use this catalog item.

Please download the template, [USC IT System DoIT Review Template](#), from the knowledge article, complete it and attach to the request. This knowledge article is for State IT Plan approval, but the template should be used whether or not a State IT Plan is required.

* Desired outcome

Business Case

Submit



THANKS!

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