the IPPS quarterly

In Support of World-Class Client Care

Summer 2021

Campus Partnership Program

Farmers MetLife Acquisition

New Brand. Same Benefits.

MetLife Auto & Home® has been acquired by Farmers®. Our current UC partnership will continue to be honored and serviced without interruptions. Other than rebranding, policies for existing UC customers will remain unchanged and new policies will also be eligible for the same discounts available to current policyholders.

UC San Diego employees can **save up to 22%** from Farmers GroupSelect℠ by either calling 1-866-700-3113 or getting an online quote. For questions about this partnership, please contact the Campus Partnership Program team: cpp@ucsd.edu.

Return to Work

No Shortage of PPE

The PPE Store Bulks Up to Support Return to Work

In preparation for an increased need for PPE and cleaning supplies as more faculty and staff return to campus, and due to widely fluctuating supply and pricing, Strategic Procurement has placed bulk orders for these items which will be stocked and managed

by our Logistics team to ensure a consistent supply of critical items at a competitive price. Stock will continue to be replenished as necessary.

Visit the PPE Store Program on Blink to learn how to order available COVIDPPE items in Oracle.

Return to Travel

Car Rentals

Concur for Business Car Rentals | Connexxus for Personal Car Rentals

Want to take advantage of UC rates when booking a rental car for personal use? Make sure to use Connexxus.

Connexxus is UC's system-wide travel portal. Concur users can navigate to Connexxus from the Concur homepage by expanding the *Company Notes* section and clicking on *Connexxus Resources*. Select your campus and sign in with Single Sign-On (Business Systems). When you enter the Connexxus portal navigate to the *Personal Travel* tile and select your car rental agency of choice.

The rates for personal bookings via Connexxus are the same as for business bookings via Concur but the business-related car insurance is not included.

Rental agencies are increasing their verification measures at the counter with the intention of making sure renters are actual employees. We have heard from campus colleagues that they are being asked to show their UC identification in order to pick up

their reserved vehicle. So for personal car rentals make sure to book through Connexxus!

Local Agreement Hotel Program

Meetings, Events, and Room Blocks

Now that events are starting to pick back up again remember to take advantage of the Local Agreement Hotel Program to expedite the contract execution process. Terms and conditions for the participating hotels have been pre-negotiated by Strategic Procurement which means campus clients are allowed and authorized to sign their own contracts when booking meetings, events, or room blocks.

There are currently eight local hotels participating in the program:

BW Premier Hotel Del Mar
Courtyard by Marriott San Diego Del Mar/ Solana Beach
Hilton La Jolla Torrey Pines
Holiday Inn San Diego Bayside (Bartell Hotels)
Hotel La Jolla, Curio Collection by Hilton
Marriott La Jolla
San Diego Marriott Del Mar
Sheraton La Jolla (Bartell Hotels)

Benefits include:

- Expedited contract execution process
- Simplified payment process
- At least two menu options for each meal type, aligned with UC Maximum Meal Allowances
- Negotiated rates for parking and daily fees

Learn more about the Local Agreement Hotel Program.

IPPS For Small Business

Small Business First Strategy

UC PROCUREMENT

Anthony Singleton, Chief Small Business Officer shared his strategy for implementing the Small Business First program at UC San Diego. Click the play button to watch the interview featured in the UC Procurement Quarterly Newsletter.

To support small businesses, the University of California has adopted the Small Business First program. Small Business First mandates that all non-construction UC contracts and procurement between $10,000 and $250,000 that cannot be procured via an existing strategically-sourced agreement be awarded to a certified Small Business or Disabled Veteran Business Enterprise, wherever practicable.

Benefits of the Small Business First Program:

- Promotes UC San Diego's Interest and commitment to the economic growth of San Diego County
- Increases competition
- Promotes innovation
- Provides multiple procurement channels for goods and services
- Gives access to new business opportunities

Small Business First is a win-win! It streamlines the procurement process and adds value.

Learn what UC San Diego's Small Business Development Office has been doing to support this program by watching Anthony's interview above or reading the transcript.

The Small Business First program (SB First) was the perfect disruption to intentionally increase small business participation and contracting opportunities for all the right reasons. Implementing the SB First program with our suppliers was

almost a no-brainer for us. It was a natural extension of the UC San Diego Open for Small Business program we had already created to address the impact of COVID-19. The pandemic had made it increasingly challenging for small businesses to stay afloat. The Open for Small Business program was committed to saving these small businesses by reaching out to inform them we were still open and available and finding new ways to connect them with our campus clients.

- Anthony Singleton ***UC San Diego: Open for Small Business***

Messenger Services

Support Our Small Business

As campus re-opens, please remember to support our small, University business. With your help, we can continue to provide a fast and secure method to transport important documents and small packages and support our new, innovative projects like home deliveries for remote staff, Moderna vaccine trials, and campus COVID-19 testing. Use the excellent, on-demand courier services provided by your UC San Diego colleagues who know how to navigate the campus community.

Visit Messenger Services on Blink to lean more.

Private Mailboxes Available

Two Campus Locations to Choose From. Highly Competitive Rates.

If you need a Private Mailbox (PMB) for your personal use or are in the market for a secure alternative for receiving personal mail and packages, the Mailing Center at The Trove has a convenient and affordable solution for you.

Private Mailboxes are available to the public and campus clients for as little as $7/month.

Visit Mailing Center on Blink or stop by The Trove to learn more.

Private Mailboxes for Rent Near Price Center Shuttle Stop

The Mailing Center relocated over half of the Private Mailboxes from Campus Services Complex to the ATM pad near the Price Center East shuttle stop to be closer to The Trove. PMBs are still available at the Campus Services Complex to serve clients who prefer that location. Both locations offer 24/7 access.

IPPS for Sustainability

Surplus Custom Furniture Program

A New Life for Modular Furniture

Surplus Sales routinely experiences a high intake of semi-modular or configurable office furniture. Historically, the market resale value of this type of furniture is limited because it has to be assembled and installed and often needs costly retrofitting and ergo adjustments for use in a new space.

Since 2015, Surplus Sales has offered Surplus Custom Furniture services, which include consultation, custom configuration, refurbishing, delivery, and installation. The program has started to pick up momentum as more departments prepare for the transition from remote work back to the office.

Surplus Sales recently expanded on this program by partnering with the Environmental Health and Safety (EH&S) ergonomic office team at UC San Diego Health to install ergonomic upgrades that combine a hybrid of surplus items and new materials. In July of 2021, Surplus completed 12 ergo office retrofits and 8 custom-fit office installations.

Reutilization of configurable furniture in a UC San Diego office is a win-win in terms of sustainability, and savings. Before Surplus began offering custom build services, much of UC San Diego's surplus of configurable furniture went to the landfill (for cases where the material was not recyclable). A typical Surplus installation will cost 35% of a comparable estimate from a furniture supplier/installer. Additionally, Surplus Sales can complete an install in 2-3 weeks compared to 6-8 weeks for new furniture suppliers.

Visit surplus.ucsd.edu to request a quote.

Logistics Electric Fleet in the Spotlight

L2.0 Carbon Neutral Last Mile Initiative

Robbie Jacob, Associate Director Logistics had the opportunity to speak with White House National Climate Advisor, Gina McCarthy, and Congressman Mike Levin about the L2.0 Carbon Neutral Last Mile initiative during their visit to UC San Diego.

In 2019 Logistics began replacing its carbon-emitting vehicles with electric vehicles and is on track to support a 100%-electric distribution fleet by 2025. To offset the energy required to charge the heavy-duty fleet, the L2.0 team is working with vendors and campus partners on a plan to upgrade and augment the solar energy system at Logistics' distribution hub on Trade Street. The Trade Street warehouse, with its existing solar system and battery energy storage, is already close to being a net-zero facility. The upgrade will close the gap.

Updates on the progress of the carbon neutral last mile initiative are posted on the Logistics 2.0 page on Blink.

The Trove

***The Trove Grand Opening Ribbon Cutting Ceremony - June 30, 2021**. Pictured left to right: Ted Johnson, Associate Controller Chief Procurement Officer, Hemlata Jahvari, Executive Director Housing Dining & Hospitality Services, Tim Wheeler, Associate Director Logistics Campus Mail, Scott Driscoll, Supervisor Student Mail and Manager of The Trove, Kristen Weidler, Financial Analyst and Project Manager, Pierre Ouillet, Vice Chancellor Chief Financial Officer. - Photo by Erik Jepsen*

Official Launch of The Trove

A Treasure Trove of Logistics Services at University Centers

Congratulations to Integrated Procure-to-Pay Solutions (IPPS) Logistics and Housing Dining Hospitality (HDH) for launching The Trove, a new campus hub for enhanced mail and package services at UC San Diego.

The Trove project began over a year ago as part of Logistics' Consolidated Student Mail strategy which uses a holistic approach to enrich the campus experience by transforming mail and parcel services with advanced technology, increased safety, and expanded service levels.

In partnership with HDH, IPPS installed 229 smart lockers at The Trove to initiate a contactless package pickup system for student residents in time for the start of the winter quarter.

> *As you can imagine, during the pandemic this was a great treat for students to not have to worry about dealing with contact when it comes to (picking up) their packages.*
>
> *- Hemlata Jahvari, Executive Director Housing Dining & Hospitality Services, The Trove Grand Opening Event*

Expanding services beyond the student experience is The Trove's new Mailing Center, a public-facing postal annex that serves the personal shipping and mailing needs of the entire campus community. The Mailing Center at The Trove extends its highly competitive, university-contracted shipping rates to all clients. Stop by today to mail a package, rent a private mailbox, or drop off pre-paid packages. Visit the Mailing Center Blink page for hours and additional information.

The launch of The Trove at UC San Diego is the first of many key achievements in the Consolidated Student Mail strategy. In partnership with HDH, IPPS is evaluating how smart locker technology can be applied beyond package pickup, to expand service levels in other areas across campus.

> *I'm so excited to have achieved part of our mission with the opening of The Trove, and there is so much more to come..."*
>
> *- Tim Wheeler, Associate Director Logistics, Student Mail, The Trove Grand Opening Event.*

Visit thetrove.ucsd.edu to take a virtual tour of the new space.

New Quarterly Report

Executive Summary

What Did Q4 Look Like?

Check out the IPPS Quarterly Executive Summary for information on Oracle Procurement and Accounts Payable, Concur, and Services & Support! The report is a comprehensive review of the last quarter. It includes information on production numbers and IPPS achievements. This report will be shared with campus every quarter.

Awards and Recognitions

Robbie Jacob

Associate Director, Logistics

Exemplary Staff Employee of the Year Recipient 2020-21

Congratulations to Robbie for receiving an Exemplary Staff Employee of the Year award for his continuous innovation, flexibility, collaboration, and selfless leadership throughout these extraordinary times. View the award ceremony (video).

Welcome New IPPSters

Siri Bandaru

Siri has joined the Technology Program Management team and will be supporting Oracle Procurement and Payables. Siri graduated from UC Santa Cruz with a degree in Computer Science and Technology & Information Management. While at UC Santa Cruz, Siri supported projects as a student worker with their central IT department and has worked as a project manager at a digital marketing agency. Siri is currently pursuing a master's degree in project management at the University of Southern California.

Sean Willett

Sean has joined the Analytics group within the Technology Program Management team in IPPS. Sean will focus on supporting analytics for Concur Travel & Expense and Oracle Accounts Payable. Sean is a recent UC San Diego grad who majored in Economics. He is excited to learn about all the administrative work that goes into keeping his alma mater running. Sean is originally from San Francisco and spends his free time

playing drums, making music, cycling, and trying to make the best espresso.

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