



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

February 19, 2004

TO: Presidents
College Information System (CIS) Phase 2c Colleges

FROM: Saundra W. Williams
Vice President for Administration

Kennon D. Briggs
Vice President for Business and Finance

SUBJECT: Postponement of E-Procurement Implementation at the Phase 2c Colleges

On Wednesday, January 28, representatives from Accenture, Office of State Purchase and Contract, and the System Office met to review the proposed e-procurement implementation plan for the CIS Phase 2c colleges. The purpose of the meeting was to review the concerns that the parties had regarding a July 2004 implementation date.

After review of these concerns (which are listed below), it was decided to postpone the July 2004 date for implementation of the e-procurement module at the Phase 2c colleges. The General Ledger, Accounts Payable, and Purchasing modules will continue as scheduled for a July 2004 implementation.

Listed below are the concerns that were considered in making the decision to postpone the e-procurement implementation. Also shown below each concern is an explanation of why the decision was made to postpone the implementation date and/or a description of the impact of the new implementation plan.

1. The feasibility of having all 17 Phase 2c colleges implement the e-procurement module in July 2004 at the same time that they are implementing General Ledger, Accounts Payable, and Purchasing.

The colleges will need all of their resources to effectively implement General Ledger, Accounts Payable, and Purchasing in July. By postponing the e-procurement implementation, the colleges will have all of their resources available in July for the implementation of G/L, A/P, and Purchasing. When e-procurement is implemented in late summer and early fall, the colleges will have the resources available to successfully implement e-procurement.

2. The availability of support personnel to assist the 17 colleges with a July implementation.

There are not adequate support personnel to effectively support all 17 colleges with a July implementation. By implementing on a staged basis (4-5 colleges in each stage) in late summer and early fall, adequate support personnel will be available to support the colleges.

3. The feasibility of implementing all 17 colleges in the month of July.

Rather than have all 17 colleges implement e-procurement at the same time, the implementation should be on a staged basis with a smaller number implementing at the same time.

4. The availability of “test accounts” to allow the colleges to adequately test work flows and processes prior to the July go-live date.

The ability does not currently exist for the colleges to adequately test prior to going live with e-procurement. Accenture has agreed to provide six “test accounts” to allow the colleges to adequately test prior to going live.

5. The schedule of training relative to a July go-live date.

The current training plan begins training in February. The training should be held closer to the actual go-live date. This will be part of the new staged implementation plan.

If there are any questions concerning the e-procurement implementation plan for the Phase 2c colleges, please contact one of the following people:

1. Financial system/e-procurement implementation – Kim Van Metre
2. E-procurement training – Marcia Daniel
3. E-procurement hardware/software – First, review the e-procurement section of the Hardware Infrastructure document on the CIS Project website. If there are still e-procurement hardware/software questions, then contact Phil Shepard.

c: Project Managers, College Information System (CIS) Phase 2c Colleges
Business Officers, College Information System (CIS) Phase 2c Colleges