From: all-at-ucsd-bounces@announce.ucsd.edu on behalf of Business & Financial Services
To: UCSD All Academics and Staff
Subject: Upcoming Changes to FinancialLink Purchase Orders and Marketplace
Date: Tuesday, February 21, 2012 12:54:10 PM

UCSD
CAMPUS NOTICE
University of California, San Diego

BUSINESS AND FINANCIAL SERVICES
DIVISIONS OF DISBURSEMENTS AND PROCUREMENT

February 21, 2012

ALL ACADEMICS AND STAFF AT UCSD (excluding UCSD Medical Center)

SUBJECT: Upcoming Changes to FinancialLink Purchase Orders and Marketplace

UCSD Marketplace was launched three years ago with the goal to deliver a single procure-to-pay method that would also reduce costs. The commitment was made that legacy procurement methods would not be phased-out until Marketplace could fully support the dynamic needs of the campus. By July 2012, Marketplace will have matured to the point of supporting all University purchase order activity. Express Card continues to serve as the departments’ vehicle to buy and pay for infrequent or emergency purchases or for items not accessible in Marketplace. These two tools can be used interchangeably depending on the product and circumstances.

With the 2011 release of iRequests, Marketplace has evolved to handle more complex and high value type purchases. Additional features including the ability to revise a purchase order and to process subawards will become available in the next several weeks. Suppliers who show a recurring purchase history with UCSD are in the process of being added to Marketplace as well. Based on this enhanced Marketplace functionality, coupled with the convenience and versatility of the Express Card, campus is rapidly reaching a point where use of the High Value Requisition and Department Order in FinancialLink can be discontinued as of July 2012.

In the coming months, our teams will be focused on ensuring that the campus is comfortable and prepared for the change. General and dedicated information sessions, as well as flexible training resources will be available to all departments.

If you have any questions or concerns, please feel free to contact us. Please visit http://blink.ucsd.edu/go/changeisgood for more information.

Ted Johnson
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