



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION

Purchasing Division

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MEMORANDUM

To: All State Agencies, the Nevada System of Higher Education, the Court System, the Legislative Counsel Bureau and all Political Subdivisions within the State of Nevada

From: Jeffrey Haag, Administrator

Subject: Statewide Electronic Procurement System | *NevadaEPro*

Over the past 18 months State Purchasing along with various State agencies has been hard at work developing *NevadaEPro*, the State's first electronic procurement system. *NevadaEPro* is designed to automate and streamline the solicitation and purchase of goods and services for State agencies and political subdivisions, including integrating with the Advantage Financial System. *NevadaEPro* will provide efficiency, consistency and analytics around State procurement and contracting functions.

NevadaEPro will become the single point of record for all purchases and contracts in the State over the next year. It has been configured to automate solicitations, purchase orders and invoicing in a way that ensures adherence to Nevada procurement policies and procedures. It will replace the State's current eMarket Center with a new dynamic market place that will simplify the purchases of common goods and services. *NevadaEPro* will also serve as the contract library for the State. State agencies, vendors and the public will be able to access executed contracts as well as contract templates through *NevadaEPro*. This will provide a level of consistency and transparency in State contracting processes that we have not had previously.

Over the next 30 days State Purchasing and the Department of Administration will be completing final testing and deployment of *NevadaEPro*. During this time, we will also begin holding kickoff meetings with State agencies that will begin onboarding to *NevadaEPro* early next year. The purpose of these meetings is to provide an overview of *NevadaEPro* and begin to identify who the project sponsor will be for each department in the State. Like all technology projects *NevadaEPro* will bring an opportunity for process improvement and to engage collectively across the State to ensure we are driving value and delivering efficiencies for all State agencies.