



## **BCEM Strategic Plan Fiscal 2019**

**Please note, the BC Education Marketplace will continue to operate as an interim entity until approximately June 30, 2019 when the transition to a permanent entity will be finalized.**

### **PURPOSE**

The BC Education Marketplace (BCEM) was established in March 2015 and is operating as an interim entity until approximately June 30, 2019 when operations will transition to a permanent entity.

The BCEM Strategic Plan was developed through consultations between the Procurement Steering Committee (PSC) and BCEM staff and is intended to guide the operations of the interim entity for the duration of its operations.

The BCEM Strategic Plan also provides a framework to assist the PSC in the development of recommendations for the structure, governance and transition to a permanent entity.

### **GOVERNANCE STRUCTURE**

The BCEM is governed by the PSC which is responsible for providing oversight for the organization's strategic direction and operations. The PSC is comprised of five voting members representing each of the five BC Association School Business Officials (BCASBO) regional zones, and four non-voting members representing the Ministry of Education, School District No. 36 (Surrey) ("SD36") and the BCEM.

SD36 is contracted by the Ministry of Education to provide facilities, employees and any other required resources to manage BCEM operations for the interim operating period. BCEM procurement activities are governed by SD36 policies, regulations and procedures.

The PSC oversees the activities of the BCEM to ensure that the entity is accountable to the sector and delivers opportunities for all school districts. The PSC is accountable to the Service Delivery Project Committee.



## **VISION STATEMENT**

BCEM: Valued and innovative procurement partner to K-12 sector.  
*Savings. Service. Solutions.*

## **MISSION STATEMENT**

The BCEM partners with BC K-12 school districts on collaborative procurement initiatives to optimize the use of financial and administrative resources for the benefit of students.

## **VALUES STATEMENT**

### **1. Responsive**

- a. We customize our services and agreements in response to sector needs, feedback and user demand;
- b. We respond immediately and effectively to resolve concerns reported by school districts;
- c. We publish and consistently meet or exceed our customer service standards;
- d. Our contract requirements clearly stipulate to suppliers our requirements for price, delivery and quality;
- e. We regularly measure supplier performance and deal immediately with issues that are impacting our customers.

### **2. Collaborative**

- a. We support the education sector objective to “enable students to develop their individual potential and to acquire the knowledge, skills and abilities needed to contribute to a healthy society and a prosperous and sustainable economy”;
- b. We plan and execute our projects to balance saving opportunities with consideration for local district and broader K-12 sector priorities and initiatives;
- c. We partner with regional subject matter experts with experience with the goods or services to be purchased to ensure that contracts meet the quality, schedule and pricing requirements of district end users;

- d. We provide assistance to school district staff regarding procurement related issues;
- e. We communicate and leverage agreements and opportunities offered by other K- 12 sector service organizations (i.e. Province of BC, ERAC, ASTSBC, ASDT, EDCO, EFMA) for the benefit of school districts;
- f. We encourage the participation and feedback of all stakeholders in BCEM initiatives.

### **3. Professional**

- a. As representatives of all school districts in British Columbia, we conduct all business in a professional manner to demonstrate integrity and protect the trust of all stakeholders;
- b. We comply with applicable laws, treaties and standard ethical practices for public procurement.

### **4. Innovative**

- a. We collaboratively develop flexible contracts for goods and services by region, province or any other configuration that deliver cost and administrative savings to school districts;
- b. We use a continuous improvement operational model to assess and enhance our services and processes.

## **STRATEGIC OBJECTIVES**

1. Deliver collaborative agreements for goods and services that eliminate redundant procurement processes across the K-12 education sector and generate cost and administrative savings for individual school districts.
2. Effectively communicate the role, goals, projects, achievements and long-term objectives of the BCEM to school districts while concurrently collecting and utilizing feedback from districts and other stakeholders to continuously improve outcomes and processes.
3. Grow school district usage levels of BCEM agreements through strategic engagement with district leadership, professional associations, subject matter experts and end users to identify and eliminate barriers to contract participation.

4. Partner with the K-12 sector, the Ministry of Education and other stakeholders to develop a common vision and integrated plan for all provincial service initiatives (i.e. Service Delivery Project, ERAC, IT) to align activities and optimize outcomes for the benefit of students.
5. Establish a 3-5 year plan for the BCEM recognizing transition of the interim initiative into a permanent entity serving the K-12 sector. Requirements include a funding model, governance framework and operational structure by June 30, 2018.
6. Optimize the operations of the BCEM interim entity to maximize the value of savings and expertise delivered to the sector.

### PROJECT PRIORITIZATION CRITERIA

In circumstances where resource constraints require staggering of projects, the following criteria will be used to determine which projects will be given priority:

Primary	Secondary
<ul style="list-style-type: none"> <li>▪ Value of Potential Cost Savings</li> </ul>	<ul style="list-style-type: none"> <li>▪ High Impact/Low Effort</li> </ul>
<ul style="list-style-type: none"> <li>▪ Source of Sector Demand (district requests, working groups)</li> </ul>	<ul style="list-style-type: none"> <li>▪ School District Resource Capacity (i.e. availability of subcommittee participants, district labor for data collection)</li> </ul>
<ul style="list-style-type: none"> <li>▪ Time Sensitivity (new contract opportunities, contract renewals)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Enhances BCEM Role in Sector which may include indirect benefits</li> </ul>
<ul style="list-style-type: none"> <li>▪ BCEM Resource Capacity (i.e. staffing)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Aligns/Influences Other Opportunities</li> </ul>
<ul style="list-style-type: none"> <li>▪ Provincial impact and equity for students</li> </ul>	