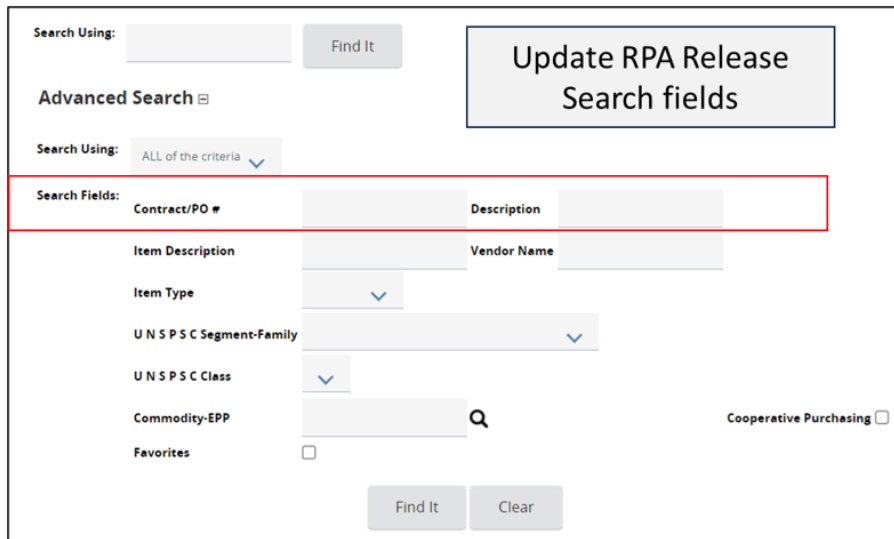


The Operational Services Division is pleased to share the newest COMMBUYS enhancements effective January 15, 2024.

Brief Description	Current Experience	New Experience
Enhanced Notification readability on the Bidders tab	On the Bidders tab, Notifications are listed in the order they occur; however, when multiple Bid events are recorded, it may be difficult to differentiate separate events.	Enhancements to the Notifications column on the Bidders tab increases readability. Different Bid events are separated with line breaks and indentations; the start/end date of each event is timestamped; and document statuses are provided, where applicable.
Bid Opening Date Revision Error Corrected	When amending a Bid in Ready to Send status that has a Bid Opening Date that has passed, the revised Bid Opening Date is not accurately reflected.	The revised Bid Opening Date is accurately reflected on the Summary tab.
Enhanced prompt when canceling Bid Solicitations	When a Purchaser selects <i>Cancel</i> on a Bid, a prompt appears asking them to select OK to confirm the cancellation, or to select Cancel to keep the Bid in its current status.	The prompt message which appears after selecting <i>Cancel</i> is modified: Users are asked to confirm their request to cancel and are reminded that quotes submitted by vendors no longer will be accessible.
Enhancement to Fix Quote Revision “Duplicate Key” error	Occasionally, Purchasers will need OSD Help Desk intervention to clear an error when processing Quote Revisions.	Quote Revisions may be processed successfully once all required fields have been completed.
Improved Advanced search for Vendors when using the <i>State</i> search field	After users perform multiple searches on the Vendor Advanced Search page, searches using the <i>State</i> drop-down field may return duplicate data in the search results.	Vendor Advanced Searches using the <i>State</i> drop-down list consistently will show only the entities selected without displaying duplicate data.
Increased character limit within the Approval Actions Comments field	The <i>Comments</i> field available during the Approval process is limited to 200 characters.	The character limit is expanded to 500 characters.
Master Blanket search results include icon for expired Blankets	When using the Advanced Search for Blankets, the Master Blanket End Date may be expired, but this may not be readily apparent.	Expired Blanket searches include an icon next to the Master Blanket End Date alerting users that the Blanket has expired.
Newly issued POs consistently appear in the <i>Unacknowledged</i> PO section until acknowledged by vendors	Some <i>Unacknowledged</i> Purchase Orders are displayed in the Purchase Orders section, making it less evident to vendors that they have a newly issued PO.	Newly issued POs appear in the Purchase Orders <i>Unacknowledged</i> section on the Vendor homepage until they are acknowledged by vendors.

Brief Description	Current Experience	New Experience
Quote Items alert to Save Work	Entries on the Quote Items section are lost if vendors mistakenly navigate away from the page without saving their work.	If vendors attempt to navigate to another page without saving their work, they are notified that their changes are not saved. If the vendor clicks <i>OK</i> , their changes are not saved. If the vendor selects <i>Cancel</i> , they have the opportunity to click <i>Save & Continue</i> to save their changes.
New Search fields added to the RPA Release Requisitions Item Search	Current RPA Release Requisition Item search options do not allow users to search on <i>Contract/PO#</i> or <i>Description</i> fields.	Users may add <i>Contract/PO#</i> or <i>Description</i> fields to their search parameters when creating RPA Release Requests (see screenshot below).



The screenshot shows the 'Advanced Search' interface for RPA Release Requisitions. A callout box titled 'Update RPA Release Search fields' is positioned at the top right. Below it, the 'Search Using:' dropdown is set to 'ALL of the criteria'. The 'Search Fields:' section is highlighted with a red box and includes the following fields: 'Contract/PO #' and 'Description' (both with input boxes), 'Item Description' (with an input box), 'Vendor Name' (with an input box), 'Item Type' (with a dropdown arrow), 'UNSPSC Segment-Family' (with a dropdown arrow), 'UNSPSC Class' (with a dropdown arrow), 'Commodity-EPP' (with an input box and a search icon), and 'Favorites' (with a checkbox). At the bottom right, there is a 'Cooperative Purchasing' checkbox. At the bottom center, there are 'Find It' and 'Clear' buttons.

Refer questions to the [OSD Help Desk](#) at 888-MA-State (627-8283).