



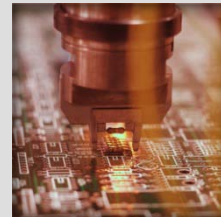
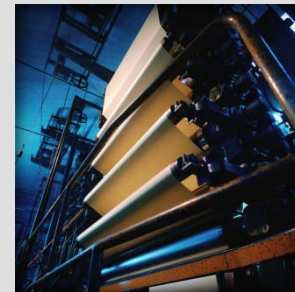
J.P. MORGAN ORDER-TO-PAY

Managing the RFP Process To Effectively Select The Right AP Automation Provider

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Jeff Mehalek, Executive Director, J.P. Morgan's Order-to-Pay

Andrew Bartels, Vice President, Forrester Research



Meet Your Panel – Jeff Mehalek



Jeff Mehalek- Executive Director, J.P. Morgan

- Leads J.P. Morgan's Order-to-Pay sales and client relationship management team
- Responsible for growing sales and exceeding client satisfaction
- Over 15 years of experience in enterprise software, primarily in supply chain and ERP.
- Previous experiences include:
 - Leading sales teams at Ariba, Witness Systems and Clarus.
 - Spent 9 years in Corporate and Public Accounting, including 3 years as Corporate Controller.

Meet Your Panel- Andrew Bartels



Andrew Bartels – Vice President, Principal Analyst Forrester

- A thought leader in the sourcing and procurement technology markets.
- Extensive experience in the technology market and in strategic planning, both as an analyst and a practitioner in the business world.
- Previous experiences include:
 - A variety of vice president positions at American Express in the chairman's office, technologies, strategic planning, and re-engineering.
 - An economist, writer, and editor for various organizations, including Shearson Lehman Brothers; the US House of Representatives' Committee on Banking, Finance, and Urban Affairs; and the Council on Wage and Price Stability in the Executive Office of the President.

Discussion Objectives

- Discuss best practices to leverage the Request for Proposal (RFP) process to identify and select the right solution for your organization.
- Hear from an industry expert that has helped clients successfully execute this process, and gain key knowledge regarding:
 - Avoiding internal pitfalls
 - Evaluating functional specifications
 - Defining key criteria for the selection process

What to look for in an eInvoicing solution

- Variety of methods for delivering electronic invoice data, even from suppliers who do not generate electronic invoices
- Integration to eProcurement system for invoice matching against PO, and into accounts payable systems for payment
- Good workflow tools for invoice validation
- Good analysis tools for cash forecasting and discount management
- Potential for supporting dynamic discounting with suppliers

Step-by-Step Guide to The RFP Process for an AP Automation Solution

- Assemble a cross-functional team, including representatives from accounts payable, purchasing, corporate treasurer or comptroller, and IT
- Use analyst firm tools, like Forrester's Wave, to build the components of an RFP, and the short list of vendors to solicit proposals from
- Create an RFP that reflects needs of all internal stakeholders
- Look for vendors with clients in your industry; talk with vendors' client references in your industry
- Plan for a phased deployment, starting with conversion from paper to electronic invoice data, then streamlining invoice validation process, then capturing opportunities in improved cash forecasting, discount management, and invoice financing or factoring.

Top 3 Best Practices

If nothing else, be sure you.....

- 1) Set expectations that process changes around electronic invoice capture and invoice validation need to come first, because opportunities for cash forecasting and discount management can be achieved
- 2) Secure executive sponsorship
- 3) Check vendor client references

Questions



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Webinar Series Information: www.jpmorgan.com/apautomation