



Purchasing News ~ November 2014



Green Purchasing Tip:

Conserve resources, prevent pollution and avoid waste by purchasing goods, materials and services that require less material and energy to manufacture, package, and transport, are durable, reusable, recyclable and use renewable forms of energy during production, transport, delivery and use.

4th Green Vendor Show

The Purchasing Office is organizing a Green Vendor Show and has invited more than 30 suppliers to attend. Please mark your calendar for **Wednesday, November 12, 2014** at Fayerweather/Beckham Hall from 10 AM to 1:30 PM. Come and learn about new innovative products and ideas that will enable us to continue our efforts to promote and support several university-wide initiatives for a sustainable campus. Amazing raffle prizes, food and refreshments!

Also, we are looking to support the **Amazing Grace Food Pantry** and we hope that all participants will bring non-perishable can goods for the needy in the Middletown area. For more information, please see [attached](#) flyer.

Ricoh-USA

As a reminder, Bob Moreland is our valued technician and he is on campus Monday through Friday. In case you run out of toner, Bob keeps a small amount of toners here on campus. You may reach him at (860) 234-0937 and ask him to bring you a toner in case of an emergency.

Supplies ~ the maintenance contract includes toner, staples, parts and labor. When placing a toner order, please **do not** ship it overnight because your department will incur a \$41 charge. If you have any questions, please email obookas@wesleyan.edu.

New Hotel ~ Double Tree by Hilton

Double Tree by Hilton, located in Bristol, CT has renovated the entire hotel and is one of our newly preferred hotels in the area. A weekday rate of \$159 and weekend rates will depend on the dates. Please contact Iyeen Picart at (860) 584-7673 or by email if you need rates for weekends at Iyeen.Picart@hilton.com. For more information, please see [attached](#) flyer.

Holiday flyer Crowne Plaza

Dates are still available if you are looking to book a holiday lunch or dinner party with Crowne Plaza Cromwell. Call Becky at (860) 807-2454 for special overnight room rates. See [attached](#) flyer.



Enterprise

We congratulate Mike Ewart as he has been promoted. Chris Schoelen will be the new Account Rep. You may reach Chris Schoelen at 860 897-4166 or email: Christopher.L.Schoelen@ehi.com.

Please note the following changes for the Middletown office: Massimo Napolitano is the new Assistant Manager. You may reach him at 860 346-8454 or by email: Massimo.E.Napolitano@ehi.com

Gateway Limousine

Gateway Limousines was recently added to our list of approved vendors for student, staff and faculty transportation needs. Gateway can supply luxury sedans, 6 or 8 passenger limousines, 10 passenger vans, shuttle buses, luxury limo buses, and full size motor coaches. Mark DiChiara will be at the upcoming Vendor Show on November 12th and will provide our vendors shuttle services for this event.

Gateway can be contacted by calling 203-753-5466 for any of your upcoming transportation needs.

Raymour & Flanigan Furniture

Raymour & Flanigan's Green Initiatives are reducing their impact on the environment by avoiding emissions of over 800 tons of greenhouse gases through their purchase of green power for their New York stores. Some of the latest initiative compliments their existing environmental activities of Styrofoam, plastic and cardboard recycling, and reducing their energy usage in their facilities by using fluorescent bulbs and fixtures, and installing HVAC energy-efficient systems.

Raymour & Flanigan will be attending the Green Vendor Show. Stop by and meet Cynthia Singer to find more information. The Newington store is located at 3375 Berlin Turnpike and is offering a 10% discount to all Wesleyan employees.

WB Mason ~Water Filtration and Coffee Machine Repairs

For assistance with any issues regarding water filtration or coffee units, please email Coffee Service at Coffee.Service@wbmason.com and complete the highlighted items:

Account number: C1130690

Account name: Wesleyan University

Full street address:

Contact name and number:

Hours of operation:

Type of machine if known:

Issue with machine:

Our Sales Rep is Julie Bunce and her email is: julie.bunce@wbmason.com or inside Sales is Jerry Ranando. His email is jerry.ranando@wbmason.com

