



## Purchasing News ~ July 2018 ~



### Purchasing Portal ~CTW OneSource

The University Finance and Purchasing Offices are excited to announce the implementation of a Purchasing Portal with Unimarket titled **CTW OneSource**. This project is a collaborative effort of Trinity College and Connecticut College to build upon the current CTW consortium among the libraries. A Purchasing Portal for Wesleyan will allow end users to shop all of Wesleyan's preferred vendors and negotiated prices in one place as a "one stop shopping" experience. The Unimarket eProcurement system creates a unified eMarketplace, eInvoicing, Contract Management and Sourcing and Bidding environment. Contract Management is a repository for contracts and templates that allows renewal alerts and facilitates sourcing and bidding collaboration among the three schools that would ideally result in better pricing.

The timeline for this project will be over the summer and fall with an anticipated roll out in January 2019. At this point, we are looking for feedback from departments on major suppliers that they use for purchases that they would ideally like to see as a "preferred vendor" in the system. Please send any supplier recommendations to Olga Bookas at [obookas@wesleyan.edu](mailto:obookas@wesleyan.edu). More details on this project will be coming soon.

### W.B. Mason ~ Price Changes

As of June 4, 2018, prices of WB Mason items (*paper, coffee and toner only*) had increased. The increases were presented back in November 2017, but the Purchasing Department and W.B. Mason have worked together to reduce the impact to the University as much as possible. The Purchasing Department will continue to work with all of our vendors on a regular basis for the maximum benefit of the University.

### Ricoh ~ Copier Issues Guidelines

For all inquiries regarding **purchase, lease, downgrade/upgrade, or relocation** of Ricoh copiers/printers, the Purchasing Department must be involved. Please contact Max Maximino ([alan.maximino@ricoh-usa.com](mailto:alan.maximino@ricoh-usa.com)) and copy Olga Bookas ([obookas@wesleyan.edu](mailto:obookas@wesleyan.edu)) **at least 6 weeks in advance** in order to ensure timely delivery of the machine and services for your departmental needs. Please see this [attachment](#) for a list of information to include in your inquiry email.

### Adorama

With the new academic year approaching, Adorama - one of the nation's largest professional camera, video, audio and electronics suppliers – can help you and your department prepare for fall semester and beyond. Adorama is part of MHEC (Massachusetts Higher Education Consortium), which Wesleyan University is part of. Adorama also offers trade-in option for used photo and video equipment, and you can receive Adorama store credit to upgrade or cash back. For more information, please contact Shawn Bazinet via email at [shawnb@adorama.com](mailto:shawnb@adorama.com).

### Faculty/Staff Discount Available at Verizon Wireless

Wesleyan University faculty/staff can receive 18% discount on the shared data feature from a Verizon account, not on the total of the plan. Registration for the discounts is based on the email domain set up on the account or by a current paystub from your employer. Please see this [attachment](#) for details and instructions on how to receive the discount. If you have any questions, please contact Erick Riker via email at [Erick.Riker@Verizonwireless.com](mailto:Erick.Riker@Verizonwireless.com).

### Special Discounts at XL Center

XL Center at Hartford is offering discounts to Wesleyan faculty and staff for two events: **Sesame Street Live on Friday, November 9, 2018 - 2pm & 6pm** and for **Marvel Universe LIVE from Thursday, November 1 to Sunday, November 4, 2018**. There is **NO COST** to utilize these discount programs. You may purchase at your own discretion without meeting a minimum ticket requirement and still receive the group-discounted rate within the expiration date of the promotion. Please see the links below for the promotion codes and for more information on the events.

[Marvel Universe Live](#) \* expires on October 30

[Sesame Street Live](#) \*expires on November 7



**Happy 4<sup>th</sup> of July from the Purchasing Department!**