

Purchasing & Procurement News

Vendor of the Month: Graybar

We are excited to present Graybar as our vendor of the month. Graybar offers a wide variety of high-quality products for electrical, communications, and data networking purposes. We are proud to be working with them to provide our university with top-tier equipment. To learn more about Graybar products, visit www.graybar.com/store/en/gb.

NEW W.B. Mason Price Matches with Amazon

Have you found an item on Amazon that is listed at a lower price than W.B. Mason's pricing? Send a list of those items to Julie Bunce via email at julie.bunce@wbmason.com for a price match through our preferred vendor. We should choose W.B. Mason first!

W.B. Mason has provided us with great products at the same prices for the past 18 months. A fair price increase will be in effect on Friday, 2/14. Through price matching, W.B. Mason will stay committed to working with Wesleyan University to provide the best overall price for our office supplies, janitorial supplies, and promotional products.

CCPG Discounted Offer for Z Airport Parking

The Connecticut College Purchasing Group (CCPG) has partnered with Z Airport to offer parking at an excellent rate of \$5.00/day with the discount code: **CCPG**. This offer will be valid through 2024. The parking program also offers additional car maintenance services at great prices for your next car wash or oil change. For more information, visit www.zairportparking.com.

New Contact at Courtyard by Marriott

We are happy to welcome Jennifer Roze as the new representative from Courtyard By Marriott in Cromwell, CT. For all hotel inquiries, Jennifer may be reached via email at jroze@waterfordhotelgroup.com or at (860) 894-5009.

PROSHRED Schedule for 2020

See the second page of this newsletter for the new shredding schedule.

CTW OneSource Trainings Available

The Finance Office is currently offering training sessions for CTW OneSource, our centralized eProcurement system by Unimarket. To book an appointment, contact Olga Bookas at obookas@wesleyan.edu.



Purchasing & Procurement Department

Wesleyan University

The Finance Office has authority for the Purchasing & Procurement functions for Wesleyan University. We are responsible for managing the procurement tools and processes on a University-wide basis, including negotiations, contracts and legal agreements associated with the acquisition of goods and services that support Wesleyan's educational, research and community support initiatives. We encourage you to use the services provided to ensure that you are receiving the best products, services and prices.



Help our Environment,
Buy Green!

Olga Bookas

Director of Purchasing

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Wesleyan University
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 Middletown, CT 06459



PROSHRED of Connecticut
 801 North Main Street Extension · Wallingford, CT 06492
 (203) 303-8500 · Fax (203) 265-5339

Please retain this route schedule for your records.

2020

January	February	March	April
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May	June	July	August
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September	October	November	December
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Please be advised, in the event of inclement weather or your service falling on a holiday week, shredding will be rescheduled for a date as close as possible to the regularly scheduled service.