

Purchasing & Procurement News

New Office Location: 291 Main Street

The purchasing and procurement department is now located at the following location:

**291 Main Street
Middletown, CT 06457**

The new office is on the third level, in room 309. All future correspondence should be sent to this new location. All emails, phone numbers, other contact information will stay the same as before. Please reach out to Olga Bookas to come and visit the new location.

New W.B. Mason Contact: Thank you Jerry!

Jerry Ranando at W.B. Mason took an early retirement, and will no longer be one of our contacts. We want to thank Jerry for the wonderful customer service he has provided us throughout the years, and to congratulate him on this well-deserved retirement! Our new contact will be Danielle Spinali, who is Senior Client Relations Specialist that has been with W.B. Mason for over 15 years. Danielle can be reached via email at danielle.spinali@wbmason.com or via phone at (508) 436-1692.

CTW OneSource Training Sessions

In collaboration with Connecticut College and Trinity College, Wesleyan University will be launching CTW OneSource, a centralized eProcurement system by Unimarket. The Finance Office will be hosting a number of training sessions for people to familiarize themselves with the new system. Please see this [link](#) for a list of all the dates and times of the various trainings and to sign up for one of the sessions. Please feel free to contact Valerie Nye (vnye@wesleyan.edu) or Olga Bookas with any questions, comments, or concerns.

Courtyard by Marriott in Cromwell: New Sales Manager

Jennifer Roze will be our new Sales Manager for Courtyard by Marriott in Cromwell. If you have any questions, comments, or concerns, Jennifer can be reached by phone at (860) 894-5009 (Office) or via email at jroze@waterfordhotelgroup.com.



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,



Help our Environment,
Buy Green!

Olga Bookas

Director of Purchasing

291 Main Street
3rd Level, Room 309
Middletown, CT 06457

Phone: (860) 685-2122
Fax: (860) 685-2458
E-mail: obookas@wesleyan.edu

Corporate Offers: New Discounts for July

With summer in full swing, it is the perfect time to take a couple days off to relax or to have fun! All Wesleyan employees can access discounts for Broadway shows, Off-Broadway shows, dinner shows, sports events, and attractions. Please check out this [link](#) to find the latest offers and pricing.

Happy and safe summer!

From everyone in the Purchasing & Procurement Department!



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