



Purchasing and Procurement News

The Purchasing Office remains dedicated to supporting the Wesleyan community through negotiations and contract management. If you need assistance, feel free to contact:

Olga Bookas: obookas@wesleyan.edu | (860) 685-2122

Catherine Kost: ckost@wesleyan.edu | (860) 685-2131

Workday

- All resources for Workday are located at [WesPortal/Workday](#).
- When purchasing copier paper, remember to use **Cost Center CC1360**.
- Please remember to receive your orders in Workday!
- New to Wesleyan? Need help? Stuck? Feel free to book a meeting with [Catherine Kost](#). Or sign up for a [OneSource class](#).

Thank you for filling out the Purchasing Survey!

Results will be shared in January's Newsletter 😊!

Live in OneSource: GovConnection!

We're excited to add [GovConnection](#) to OneSource for easy, contract-priced tech purchasing. You'll be able to shop a huge range of IT and AV items—all in one spot. A great new first stop for department tech buys.

E&I and MHEC Consortiums - save money and time!

[E&I](#) and [MHEC](#) are higher-ed purchasing consortiums that Wesleyan participates in. Consortiums let colleges pool their buying power to secure pre-bid, compliant contracts with excellent pricing. Bottom line: better pricing, less paperwork, no extra bidding — check E&I or MHEC before you buy!

E&I is a national, member-owned nonprofit cooperative built specifically for education, with a wide range of vetted vendors across tech, lab supplies, facilities/MRO, services, and more.



Walter Wickersham CPSM, CPSD

Sourcing Consultant

E&I Cooperative Services

wwickersham@eandi.org

617.992.0314 (m) | 631.630.8498 (o)

MHEC is New England's higher-ed consortium, offering publicly bid contracts that make purchasing easier and help stretch budgets.



Greg
GREG BRANDON
Member Services Manager

gbrandon@mhec.net

413.992.2578

www.MHEC.net



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.

Olga Bookas

Director of Purchasing

Phone: (860) 685-2122

obookas@wesleyan.edu

Click [here](#) to book a meeting.

Catherine Kost

Assoc Director of Purchasing

Phone: (860) 685-2131

ckost@wesleyan.edu

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55 High Street
Middletown, CT 06459



Help our environment!
Buy green!