



Purchasing and Procurement News

The Purchasing Office extends our sincere thanks to the Wesleyan community for your continued collaboration this semester. We remain committed to supporting you through strategic sourcing, contract management, and vendor negotiations—please don't hesitate to reach out if you need assistance:

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

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

Workday – Year End/OneSource & PO information:

All FY 2025 Purchase Orders that remain open on July 15th will encumber (charge) Fiscal Year 2026 budgets on July 15th. Items received after June 30th, regardless of when the Purchase Order was created, will be charged as an expense in FY 2026. Click [here](#) for more information.

Stuck? Need help? Don't hesitate to reach out to us!! All resources for Workday are located at [WesPortal/Workday](#).

Please properly receive your items in Workday. Thank you for your attention to this!

Inn at Middletown New Contact:

Thank you all for your continued patience as we work to resolve issues with the Inn. Please keep us informed so we can monitor and address any concerns directly with them. Our new contact is:

Ashley Morgan: ashley.morgan@innatmiddletown.com



Vendor Spotlight! Enterprise Mobility™

Enterprise offers convenient vehicle rentals for university-related travel, with negotiated rates available for both business and leisure use. Enjoy competitive pricing and a wide selection of vehicles, just be sure to book in advance to ensure availability. Wesleyan has its own [booking link](#)! This will soon appear on WesPortal. Information to follow. Our contact is:

Zach Pietras

Account Manager, Business Rental – Team New England
(416) 374-0297

zachary.f.pietras@ehi.com



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!
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