

Contracts Signed with FedEx and UPS Expand Shipping Options

The University has recently signed contracts with FedEx and UPS. In addition to DHL, the University now receives competitive pricing from all three shipping providers.

“Departments have been asking for choice,” explains Tim Gibney, Assistant Vice President for Procurement Services. “With these new lower rates for UPS and FedEx, they now have that choice. We’re pleased to officially welcome both of these fine companies to campus.”

Using Online Shipping Software Is Important

It is important to use the on-line shipping method to confirm accurate delivery information. On-line addresses are electronically checked,



zip codes are matched, and weight and dimension requirements are verified. Paper forms increase the chance of errors such as incorrect zip codes, non-existent addresses, or packages which exceed the shipping regulations.

How To Get Setup Online

Each of these three vendors has a slightly different method for setting up a new account; however, the vendors require a profile to be set up for each person responsible for shipping packages. Information regarding set up and shipping prices will be provided by the customer service representatives. Call the Procurement Services Help Desk at 631-4BUY for more information about company contacts and shipping set-up or to check pricing. The information will also be available on Procurement’s website at buy.nd.edu.



Introducing Procurement’s New Business Manager, Rob Kelly

Rob joined the Procurement Services team in July, 2006. He came to Notre Dame from Honeywell International, working for the Consumer Products Group division in a variety of operations, supply chain and planning roles. Rob is a Certified Lean Expert and maintains a certification in Production and Inventory Management (CPIM) designation through APICS, the Association for Operations Management. He graduated from the University of Notre Dame in 2003 with a Bachelor of Science in Aerospace Engineering and a Masters in Business Administration. In the role of Business Manager, Rob is responsible for the quality and financial aspects of the department as well as driving and tracking key initiatives within the department and across campus.

Fisher Scientific: Preferred Lab Supplier for Notre Dame

The University of Notre Dame has negotiated a new contract for laboratory supplies, chemicals, and scientific equipment with Fisher Scientific.

The agreement includes aggressive pricing and an on-site stockroom of Fisher products in Jordon Hall of Science. Under the agreement, the stockroom will be fully staffed and have convenient hours of operation to service the supply needs of the learning center. James DeBoe, Fisher sales representative, will continue to be available for additional support. For items not available in the stockroom, next day delivery of buyND on-line orders will be managed through the stockroom.

Joseph P. Marino, Dean, College of Science, encourages members of the Notre Dame teaching community to use the new stockroom. “I am delighted that Fisher Scientific is now operating the scientific stockroom located in Jordan Hall of Science. This new contract will provide us with a higher level of service and competitive pricing,” Dean Marino said.

Tim Gibney, Assistant Vice President for Procurement Services, said, “For many years Fisher Scientific has been the largest supplier of laboratory supplies, equipment, and chemicals at the University. Barb Truhler, procurement specialist for the College of Science and College of Engineering, has been successful in formalizing a preferred agreement for the operation of the Jordan stockroom and negotiated very favorable prices. This is a natural outgrowth of the confidence our scientists have demonstrated in Fisher.”

F.Y.I.

If you would like to shop for items in buyND but do not want to actually purchase, just complete the Shopper Role Access form located at buy.nd.edu/buynd/shop. We will notify you once your registration has been activated.

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2006 FALL VENDOR FAIR

Mark your calendar for
Procurement Services

4th Annual Fall Vendor Fair
to be held on October 11th.

Watch for additional information
and check buy.nd.edu

OCTOBER 11TH, 2006
10:00 AM - 2:00 PM

Paper Prices Continue to Increase

Due to rising energy costs and the closing of several key paper mills during a time of increased demand, annualized paper costs are expected to rise by 16 to 20%. This increase will not only affect the copy paper we buy from Office Depot, but also the cost of all of the items that are printed for the University. With this increase, you might consider printing "duplex" or 2-up copies to save your department money.

NEWS & NOTES

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Notre Dame participates in the SciQuest Innovator's Circle Study

The University of Notre Dame is one of ten institutions that were asked to participate in the Innovator's Circle for higher education. The Innovator's Circle is a year-long study designed to benchmark the procurement processes at institutions of higher education, sponsored by SciQuest. Pennsylvania State University's Smeal Center for Supply Chain Research, in conjunction with IBM and SciQuest, Inc. will be conducting a survey with several universities.

This study will focus on all aspects of procurement, such as spend analysis, sourcing and bidding, procurement processes and strategy. The results of this study will highlight best-in-class practices as well as potential areas of improvement in procurement processes.

Other participants in the Innovator's Circle Study include: Arizona State University; Indiana University; University of New Mexico; University of Pennsylvania; University of Arizona; Rensselaer Polytechnic Institute and the University of Michigan.

Getting Assistance with Gateway Repair and Service Issues

In January, Lenovo replaced Gateway as the sole provider of Intel-based Windows desktop and laptop computers for the University. The new Lenovo agreement also changed the way that existing Gateway computers are serviced. Repair and service of existing Gateway products (previously through KBC) will now be provided by the ND Service & Repair Center, located on the first floor of the Information Technology Center. For information regarding the service or repair of your Gateway computer, please contact the ND Service & Repair Center at 631-7689 or e-mail oitsew@nd.edu.

For questions or additional information about the new Lenovo program (unrelated to service or repair), please contact Procurement Services at 631-7062.

New Environmental Disposal Fee To Be Charged by NDSurplus

As of July 1, 2006, NDSurplus began to assess an environmental fee for the disposal of all non-working electronics. Due to the hazardous materials in electronic equipment, they must be disposed of through an approved/licensed recycling agency. The current fee is \$10.88 for monitors and \$12.80 for CPU's. To dispose of all other electronic equipment, departments will be charged \$.32 per pound.

Find out more about how NDSurplus can assist in meeting your departmental needs by contacting Frank Parker at 574-631-7026 or Jack Woolley at 574-631-8971.

NDSurplus™

Grainger (preferred MRO supplier) Open House for ND employees

September 22, 9:00 - 11:00 a.m.
1750 Commerce Drive, South Bend
Details will follow in the Procurement Services website.