



March 26, 2012

Strategic Sourcing News

The PSC is pleased to report some exciting recent developments with 3 of our Strategic Partners:

DELL

The offerings and options for our standard desktop and laptop configurations were recently updated.

Desktop

- Added selectable options for a 2nd monitor and Blu-ray writers and readers

Laptops

- Added model E6220, a 12" highly portable laptop weighing 3 lbs.
- Added solid state drives as a selectable option for enhanced reliability and performance
- Added a keyboard and mouse option to many of the laptops

All in One

- Added a touch screen option to the Vostro 360

And remember ... Dell computers/laptops can be returned within the first 30 days of purchase, no questions asked! This is your window to make sure the computer/laptop is working properly.

STAPLES

Toner

Staples offers a dynamic, end-to-end toner program, including the features below.

- Staples SEB brand provides a very eco-friendly line of toner options
- The SEB brand offers average savings of 20% vs. OEM brand cartridges
- Staples has a free toner recycling pick-up program.

For more information about toner, please refer to our recently updated [online information](#).

Order Consolidation

Combining toner with the rest of your office supply order is a great way to consolidate ordering patterns with Staples. Fewer, larger orders are good for everyone: they reduce the University's administrative costs, lessen our carbon footprint (due to fewer deliveries), and reduce packaging.

FISHER SCIENTIFIC

In January, Fisher acquired exclusive distribution rights to the Gilson product line, including the very popular PIPETMAN® products. These products are now available through the Fisher punch-out catalog in the CU Marketplace.

New Today: Marketplace 'document search'

CU Marketplace has just become an easier place to search. The old history/reports navigation tab has been replaced with a new document search tab. This allows you to look up individual records (requisitions, purchase orders, invoices/vouchers, etc.) ... and also to find all documents associated with a specific order! Just select from the dropdown menu, type your information, and click GO.



More good news: You still have the quick search capability in the upper right corner of the Marketplace screen.

We encourage you to try out both search functions the next time you visit the Marketplace. For help, review our [online guides](#) or contact FinProHelp@cu.edu (303.837.2161).

Reconciling Travel Card Charges

The corporate liability Travel Card – like the corporate liability Procurement Card – feeds transactions into the Concur Travel & Expense System. Your responsibility as a cardholder of either card is to submit your expense reports in a timely way.

For your Travel Card, be sure that those transactions are attached to a report and reconciled, along with other travel expenses, when you return from your trip.

Questions? Contact FinProHelp@cu.edu or 303.837.2161.

PSC Staff News: Introducing Kyle Webb

The PSC is pleased to announce that effective March 1, Kyle Webb has assumed the position of Supplier Enablement Analyst with the CU Marketplace.

A Colorado native (and soon-to-be CU alum), Kyle has been a student worker at the PSC since January 2011 and has focused on Marketplace implementation support for most of this time. He will complete his bachelor's degree in Financial Accounting from the University of Colorado Denver later this spring.

Notes Kyle, "I'm very excited about the opportunity that's been presented to me to grow and assist within this wonderful organization. I look forward to meeting and working with everyone."