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PSC COMMUNICATOR

News from the Procurement Service Center

Newsletter archives: www.cu.edu/psc/newsletter
To receive the newsletter via email:
Email uis@cu.edu and
ask to be added to the User Alert list.

April 11, 2018

Update: How to Buy Moving Services

With the December 2017 Tax Cuts and Jobs Act, all employee moving expenses paid by CU are now taxable (earnings code MVT). This applies whether CU is reimbursing employees or paying moving companies directly on their behalf.

- As a result of this change, organizational units can no longer create purchase orders or requisitions to moving companies for employee moves since there is no mechanism in place to report the tax liability to the employee.
- Instead, employees should book their moving directly with the moving companies. All employee moving expenses paid by organizational units must be made directly to the employee in HCM since this process handles tax reporting.
- The PSC has worked with CU moving company contracts so that these rates are now available directly to the individual relocating employee.

For information, see the Employee Services website.

Campus Moves

Org units can continue to create POs/requisitions to handle relocations of departments, offices, labs, etc.

PSC Staff News: Introducing Jon Sanders

We're pleased to welcome new Payables Specialist Jon Sanders to the Procurement Service Center.

Jon joined the PSC team in March, moving here from California. His background includes several years of payable experience ... and a degree from Colorado State University.

A native of Orange County, California, Jon is an avid fisherman, a guitar player, and (he hopes) a soon-to-be-snowboarder. He and his wife are excited to call Colorado home – they love the outdoors and this beautiful state!

In his new position, Jon handles payments to suppliers whose names begin with A, V, and W. He reports to Payables Services Manager Maria Buerman.

You can reach him at 303.764.3428 or Jon.Sanders@cu.edu.

Welcome to CU, Jon!

"Meet the PSC" Video - 2018

To celebrate Procurement Month in March, the PSC team created a new video to introduce themselves – and to thank you for partnering with us for all of your CU procurement needs. The video is online at https://www.cu.edu/psc/meet-psc-2018 – enjoy!

Fiscal Year-End and Procurement Contracting

If you have a contract that needs to be processed by June 30, 2018, please start the process now to ensure that a fully executed contract can be accomplished in time. The contracting process can be lengthy, with many levels of review on the part of CU and suppliers.

Fiscal year-end will undoubtedly be a busy time for all. By beginning the process today, your contract has the greatest chance for completion by June 30.

CU Denver Spring Supplier Show

We invite all CU faculty and staff to join us for the Third Annual CU Denver Spring Supplier Show. Our strategic suppliers (Staples, Xerox, Konica Minolta, Fisher Scientific, Dell, CCi, Airgas, and Christopherson Business Travel) will discuss new products and services. PSC staff will be on hand to answer questions. Refreshments and samples available!

Event: Wednesday, April 25, 2018 (11:00 a.m.-1:00 p.m.), at the Lawrence Street Center, Terrace Room.

Registration: Open until April 18.

Questions?

Contact ucdsuppliershow@cu.edu.

Upcoming PSC Events

We'll be on your campus soon with these events:

Travel & Hospitality Expos 2018

UCCS

- April 19, 2018 (10:00 a.m.-12:00 p.m.), University Center, Berger Hall

CU Boulder

- April 24, 2018 (10:00 a.m.-1:00 p.m.), Coors Event Center, Upper Practice Gym

CU Anschutz Medical Campus

- April 30, 2018 (10:00 a.m.-1:00 p.m.), Hyatt Regency Aurora-Denver Conference Center

We hope to see you there!