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PSC COMMUNICATOR

News from the Procurement Service Center

Newsletter archives: www.cu.edu/psc/newsletter
To receive the newsletter:
email your Employee ID # to FinTrnHelp@cu.edu
and ask to be added to the PSC newsletter list.

October 12, 2020

Leveraging CU Spend:

The Importance of Using Marketplace

When you purchase goods through the catalogs in CU Marketplace, we can use that data to leverage CU spend and achieve cost savings.

This issue of the PSC Communicator highlights several of these positive results, including new lower prices on computer models from Dell and deeper discounts on office supplies from Staples.

New Dell Contract Offers New Savings

We've recently renegotiated our agreement with Dell, extending our partnership through February 2023.

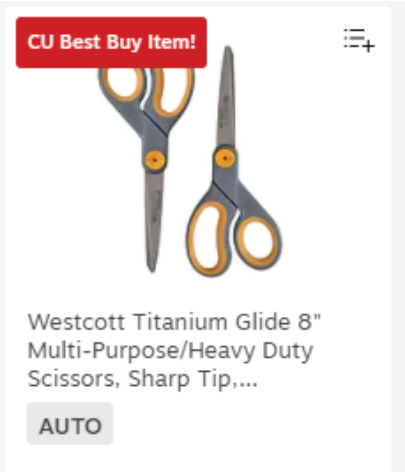
The University's strong relationship with Dell has resulted in additional discounts through the contract extension. The standard configurations on our Dell punch-out catalog are being updated with the newest models in Dell's product line – at new, lower prices. By choosing the standard configurations curated in the catalog in CU Marketplace, and by minimizing customizations and upgrades, you can achieve the maximum savings possible (typically 55-65% off Dell's consumer list price). The new catalog prices will reflect additional discounts of 12-14% on the listed configurations, generating an estimated $500,000 in savings on Dell purchases in Fiscal Year 2021.

Want to learn more? Visit our Dell How-to-Buy webpage or contact our Dell account team.

Office Supply Pricing Discounts

We recently negotiated additional pricing discounts with Staples for some of CU's most frequently purchased items. These products are flagged with a red banner identifying them as **CU Best Buy Item!** (see image, below) in the Staples punch-out catalog in CU Marketplace. The prices reflect an average additional savings of 13%.

Questions? Contact Strategic Procurement Analyst Annie Becker (annie.becker@cu.edu).



New Contract: Medical and Laboratory Gases

We're pleased to announce the completion of the Request for Proposal (RFP) for Medical and Laboratory Gas.

After careful consideration, the evaluation committee awarded the contract to Airgas. The committee included key stakeholders from all campuses, and we thank the members for contributing their time and expertise to this mission-critical RFP.

Following are a few highlights of the new contract:

- Continued preferred status for CU department orders. The University will maintain preferred Medical/Life Science status with Airgas. This status helps ensure access to gases that are periodically in allocation status.
- An improved customer service model, with CU-dedicated Airgas staff at each branch office.
- Effective October 7, 2020, an eight percent overall price reduction over the previous contract.

Questions? Contact Scientific Contracts Manager Bethany Highfill (bethany.highfill@cu.edu).

In Case You Missed It …

- We have new rental car and commercial vehicle contracts
- Delegates can now submit Concur Requests
- Internet Airfare Policy now requires comparison quote for the exact itinerary (same travel dates, times, airlines)
- All travel (including in-state overnight trips) requires pre-approval through Concur Request. In the Air Segment section, explain how you're traveling, e.g., by car. Remember that your department may have additional requirements for trip review/approval.
- We have new guidance on using ground transportation (Lyft, Uber, taxi, shuttle, bus, subway, etc.) instead of driving a personal vehicle. Ground transportation in place of **business mileage** (intercampus/local travel that does not involve an overnight stay) is not reimbursable at actual cost: cost is limited to the amount that would have been reimbursed for the employee's business mileage/parking. Ground transportation in place of **travel mileage** (mileage related to air travel or to in-state overnight travel) is reimbursable at actual cost.