

# Procurement Services NEWSLETTER

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<http://www.procurement.iastate.edu>

*The mission of Iowa State University procurement services is to provide efficient, timely and effective assistance to faculty, staff, and students. Please contact us with any questions or concerns by contacting a staff member directly, emailing [procurement@iastate.edu](mailto:procurement@iastate.edu) or calling 294-4860.*

## New Hewlett Packard Printer Agreement

A new agreement is now in place for purchasing HP printers. Orders may be placed through CDW on cyBUY (available under the uBusiness tab in AccessPlus). The CDW site will show ISU's contract pricing for these items. Information about the contract can also be found on the [procurement services contracts website](#). For more information or questions, please contact procurement services at [cyBUY@iastate.edu](mailto:cyBUY@iastate.edu) or 515-294-4860.

Orders for HP laptops and computers will continue to go through HP on cyBUY.

## Staff Spotlight: Kristie Romsdahl

**Role in procurement services** I perform a variety of duties in the department, with my primary role of being the procurement services "help desk" and answering phone calls and emails. I can help with:

- Updating and/or closing purchase orders.
- Answering p-card/cyBUY/requisition related questions (including where to find a particular item, should p-card be used to purchase an item, etc.).
- Acting as liaison between cardholders and USBank to handle any issues or concerns with p-cards.
- Getting tax exempt certificates.



If someone needs help with anything purchasing related that isn't listed above, call me at 294-1308 or email me at [romsdahl@iastate.edu](mailto:romsdahl@iastate.edu), and I will help find the answer!

**Educational background/employment history** I have my BS in English, with a minor in journalism, from Iowa State. My previous places of employment have mostly been in the financial world, as I've worked at two different banks, as well as an investment firm. I was also an optician for a few years, so I've got some knowledge about eyeglasses and contact lenses (and my husband is an optometrist, so that helps, too).

**What do you like to do outside of work?** Outside of work, I like to spend time with my husband, Erik, and our two cats, Dr. Claw and Sir Walter. Erik and I like to play tennis, walk and/or hike, or head to Ames on the Halfshell (when it is that season). We are good at trying new recipes for supper, even if they don't turn out very well, so that can be fun. We're pretty easy-going, so if we see an event or something that sounds like fun, we'll probably check it out!

***This newsletter has been sent to members of the Procurement Information Network. Please feel free to post and distribute this newsletter to appropriate people in your department.***