

# Procurement Services NEWSLETTER

1340 Administrative Services Bldg | 2221 Wanda Daley Dr

515-294-4860 [procurement@iastate.edu](mailto:procurement@iastate.edu)

<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.*

## Medline & New England BioLabs catalogs added to cyBUY

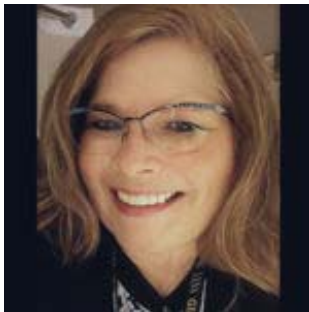
Catalogs for Medline and New England BioLabs are now available to cyBUY users. Medline is a manufacturer and distributor of medical supplies. The New England BioLabs catalog includes university contract pricing for recombinant and native enzyme reagents, as well as providing solutions supporting genome editing, synthetic biology and next-generation sequencing.

For assistance with the cyBUY Contract Marketplace or cyBUY system in AccessPlus, contact cyBUY coordinator Ella Wichers at 294-8577 or [cyBUY@iastate.edu](mailto:cyBUY@iastate.edu).

## Contact procurement services for help with p-card issues

Has your purchasing card been declined by the vendor? Have you lost your p-card? Is your card worn out and needs to be replaced? While each p-card includes a customer service 800 number on the back of the card, cardholders may be unable to answer certain security questions when calling USBank. Contact Kristie Romsdahl at the procurement services help desk (294-1308 or [pcard@iastate.edu](mailto:pcard@iastate.edu)) for assistance with your p-card issues.

## New faces in procurement services



### **Cindy Braatz**

Procurement agent purchasing travel & hospitality categories including:

- Catering Services
- Charter Service
- Conference Services/Hospitality
- Lodging
- Membership Fees
- Professional Services - Advertising
- Professional Services - Design
- Professional Services - Marketing
- Professional Services - Training
- Registrations
- Travel - Employee



### **Jamie Albertsen**

Procurement agent purchasing information technology (IT) categories including:

- Access Control & Identification
- Cellular Telephones
- Computer Supplies
- Computers
- Software & Software Licenses
- Software Development

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