



# PROCURE-TO-PAY NEWSLETTER

William & Mary Supply Chain Services

March 2024

## Procure-to-Pay Forum & ATG Vendor Fair



**April 10, 2024** - W&M and VIMS employees are invited to attend the Spring 2024 Procure-to-Pay Forum presented by William & Mary Supply Chain Services. From 9:00 a.m. - 10:00 a.m. in the Sadler Center Commonwealth Auditorium, hear the latest procurement and accounts payable updates and have a chance to ask questions and share feedback with our team.

Following the Forum, enjoy the ATG Vendor Fair from 10:00 - noon in Sadler Center Chesapeake A/B/C. Meet local America To Go food vendors to sample from their

menus and learn about their businesses and what they provide to W&M. [Click here to register for the Forum and ATG Vendor Fair.](#)

Who will be attending the ATG Vendor Fair this April? Here is a list, with more added each week:

- Ben & Jerry's
- BSN Sports
- California Tortilla
- CLO Enterprises, LLC
- Divine Lunches
- E&I Cooperative Services
- Extraordinary Cupcakes
- Panera Bread
- Super Chix
- TSRC
- Virginia's Finest Chocolates
- Which Wich Superior Sandwiches

### ATG Update

The ATG ordering website will appear different beginning April 6<sup>th</sup>. The functionality remains the same, just the look of the website will be updated. A training PowerPoint is available on demand in Cornerstone by searching on America To Go ATG Ordering Process. For questions, email [procure@wm.edu](mailto:procure@wm.edu).

### Shout-Out



Big shout out to Melissa Flewellyn, VIMS Purchasing Coordinator for Natural Resources, who just earned her VCA certification!

## Recent Contract Activity

For a list of current solicitations, [click here](#).

### Recently Awarded

- Comprehensive Plan Consultant
  - Sasaki Associates
- Move Management Services:
  - Endeavor Initial Outfitting
  - Jones, Lang, LaSalle Americas, Inc.
  - Proven Management
  - Richmond Commercial Services
  - Turner & Townsend Heery

### In Progress

- Trades, Open Enrollment Generation 2 for General Contracting and Cabling Services
- ERP Implementation Partner

### Coming Soon

- Print Management Service
- Strategic Print Services



### buyW&M Office Hours

The next buyW&M Office Hours will be held virtually on Wednesday, April 24, 2024, from 3:00—4:00 p.m. Join us to ask questions, walk through processes, and learn from the questions of others.

To register for office hours, visit [https://cwm.zoom.us/meeting/register/tJEqcO2oqDMuGdOevz\\_wg-DJglui5XiJvCLo](https://cwm.zoom.us/meeting/register/tJEqcO2oqDMuGdOevz_wg-DJglui5XiJvCLo)

### Construction Corner

[Renovation of Monroe Hall](#) is expected to be completed by July 1, 2024.

[Muscarelle Museum](#) is scheduled to complete October 2024.

[Integrated Science Center—Phase 4](#) is scheduled to complete August 2025.

[Jamestown East Residence Hall](#) is scheduled to be completed Fall 2025.

[West 1 Housing & Dining](#) (5 buildings) is scheduled to be completed Fall of 2025.

[Chesapeake Bay Hall](#) at VIMS is scheduled for completion August 2024.

[Dillard—Practice Field](#) project is scheduled to be completed April 30, 2024

Admissions Lobby & Swem Library Ground Floor projects are underway.

### Supply Chain Resources

[Procure-to-Pay Matrix](#)

[Finance Forms & Instructions](#)

[buyW&M User Guides](#)