

WILLIAM & MARY
CHARTERED 1693

SUPPLY CHAIN SERVICES

Procure-to-Pay Newsletter
January 2025



Regalia

Please be aware that regalia is only allowed to be procured as a rental and not as a direct purchase. For questions, please email procure@wm.edu.

Reminder: Enterprise Accounts

For departments with Enterprise car rental accounts, please be sure to stay up to date on the account's point of contact. This will help to ensure timely payment on invoices and avoid account cancellations. To make changes to your department's Enterprise account, please email procure@wm.edu.

Welcome, Liz!

Supply Chain Services would like to welcome Liz DeWees! Liz will be working with office supplies, trades, furniture, facilities management, and more while Kathy Mabe is on leave through early spring. Please reach out to procure@wm.edu for any questions.

Recent Contract Activity

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

Recently Awarded

Coming Soon

- Book Binding Services
 - Print Management Services
 - Dorm Moving Services
 - Fuel Gas Diesel Propane
 - Childcare Services
 - Strategic Support Services (OpenEnrollment)
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Construction Corner



- Muscarelle Museum - scheduled to complete Fall 2024
 - Blow Hall Cupola Roof Repair – scheduled to complete Spring 2025
 - Blow Hall Provosts Suite Renovation – scheduled to complete Dec 30, 2024. Work on the 2nd floor lobby will extend into January 17, 2025 (over winter break)
 - Wren Building Restoration—scheduled to start winter 2024
 - Zable Stadium East Lockers – scheduled to complete March 30, 2025
 - Old Dominion Renovations - scheduled to complete August 1, 2025
 - Integrated Science Center—Phase 4 - scheduled to complete August 21, 2025
 - Jamestown East Residence Hall (Cedar Hall) - scheduled to complete June 4, 2025
 - West 1 Housing & Dining (5 buildings) - scheduled to complete July 31, 2025
 - Kaplan Arena Renovation & Addition - scheduled to complete December 3, 2025
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buyW&M Office Hours

Supply Chain Resources

For help in buyW&M, stop in during the buyW&M Zoom office hours on 4/30/24, from 3:00 - 4:00 for assistance. Join for help in troubleshooting your situation or to learn from the questions of others. Please register to receive Zoom link [here](#).

[Supply Chain Services](#)

[Procure-to-Pay Matrix](#)

[Finance Forms & Instructions](#)

[buyW&M User Guides](#)

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