

Creighton Purchasing negotiates contracts with suppliers of key materials.

Why

- leveraging purchasing volume of the entire university = more favorable prices.
- better service by doing a large volume of business with selected suppliers rather than a little business with all suppliers.
- purchasing staff available to help resolve disputes or problems with suppliers.
- designated Account Representatives manage accounts. These representatives are generally very responsive to contacts by the Buyers who are responsible for managing the commodity that they sell.
- will bring their web designers or managers to Omaha to present their websites & assist you to set up your templates and approval levels.
- reports to Purchasing on volume of business, with small & minority suppliers; reports to EHS listing hazardous materials
- product shows.

Who

Contracts

Fisher Scientific---scientific supplies and general lab equipment.

Seacoast Medical---pharmaceuticals

McKesson Medical\Surgical---clinical supplies and equipment

Linweld---medical and specialty gases

Siemens Water Technologies (formerly U.S. Filter)---installation and maintenance of deionized water treatment systems

Balcon---inspection and maintenance of fume hoods and biological safety cabinets

Southern Instrument Maintenance---on-site pipet calibration and cleaning

J.C. Biomedical---repair of miscellaneous medical equipment

Stericycle---removal of biological waste

Price Agreements---discounts depend on annual volume of CU business with each company.

GE Healthcare (formerly Amersham)

Applied Biosystems

Invitrogen

WHEN DO YOU NEED TO CALL PURCHASING?

Depending on the dollar amount of your purchase, and the complexity of the project, a formal Request for Proposal (RFP) or Request for Bid (RFB) may be required. Purchasing staff will work with your staff to put those together. We will depend on the technical expertise of your staff to determine the scope of work and needed equipment specifications. We will work with you to make the request as inclusive as possible so that you will not be surprised with additional or hidden costs that you had not anticipated. The RFP\RFB will be sent by Purchasing to each of the qualified suppliers. When the responses have all been received, your staff will evaluate them. Purchasing will assist you in obtaining answers to your questions, clarifying or resolving issues, and arranging presentations or demonstrations by suppliers. We will notify the suppliers when they have or have not been chosen, saving you and your staff from repeated sales calls.

WHO DECIDES?

You and your staff will decide which equipment to purchase. Your decision may be influenced by information provided by the Purchasing staff based on years of experience with many suppliers and company account representatives and with other university departments.

WHY INVOLVE PURCHASING?

Our objective is to save you both time and money. Your staff will not be occupied with phone calls to and from the companies, except as you want to be involved regarding technical aspects of the equipment. Purchasing will draft the RFP using formal language written for the purpose. Legal clauses from the General Counsel staff will be included.

HOW LONG WILL IT TAKE?

The amount of time required by companies to respond is dictated by the complexity of the proposal or bid. As soon as all of the bids have been received they will be given to you. Demonstrations and presentations by the companies will be scheduled at your earliest convenience. Once you have made a decision, your department will requisition for the purchase.

The staff of Creighton's Department of Purchasing is fully committed to supporting you. Please allow us to assist you.

CONTACTS

Fisher Scientific---Designated Customer Service---866 884 2021
Account Rep: Lyle Christensen lyle.christensen@fishersci.com www.fishersci.com

McKesson Customer Service---
Designated Customer Service Rep: Derek Stenenson-800 727 2684
x6806 derek.stenenson@redline.mckhboc.com www.mckesson.com

Seacoast Medical---593-1360 www.seacoastmedical.com

Linweld---331-1400
Account Rep: Steve Nell SNell@Linweld.com www.linweld.com

Siemens Water Technologies---592-4305
Dick Stark stardk@usfilter.com

PipetteTek (formerly Southern Instrument Maintenance)---877-660-4600
Don Carner pipet@att.net

Balcon---Facilities---280-2780

J C Biomedical--- John Cich---734-6023

Stericycle---402 464 5353
Lisa Dworak

Radiation Safety---280-5570
Jayne Samp jsamp@creighton.edu
Orders for all radioactive materials require approval by the RSO. The user's license must be referenced in the document text of each requisition. Use account 7694.

Animal Resources---280-1834
Pat Steele psteele@creighton.edu
All requisitions require a protocol number from the Institutional Animal Care & Use Committee (IACUC). PO's are approved and animals ordered by Animal Resources. Use account 7691.

Chemicals---556-6404
Mary Duda mjduda@creighton.edu
Environmental Health & Safety (EHS) must have an MSDS on file for each chemical. They are required to know how much of each chemical is at the university and where it is stored.

Purchasing---280-2712
Cathy Pakiz, Clinical & Research Science Buyer---280-4796 cpakiz@creighton.edu for contracts, bid preparation.
Theresa Hawley, Assistant Buyer---280-4735 thawley@creighton.edu for requisition questions, purchase order processing.