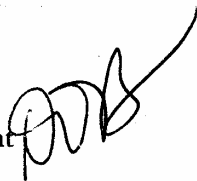


PORTLAND STATE UNIVERSITY

Date: February 10, 2003
To: Campus Community
From: Daniel O. Bernstine, President 
RE: Purchasing Initiatives

In line with the initiatives discussed in my recent convocation speech, I would like to introduce resources and enhancements you can expect from the PSU Purchasing and Contracts Office within the next few weeks. These changes reflect our desire to identify certified Minority, Women, Disadvantaged, and Emerging Small Businesses within our local community and state. As a prominent community partner our goal is to promote and support these businesses and create partnerships within our local area and economic region.

Please bookmark the purchasing website www.bao.pdx.edu/purchasing.htm and check it on a regular basis. New to the site is a revised Personal Services Contract (PSC) template. The updated format will improve data collection and encourage eligible vendors to certify their status. There is no cost to the vendor to obtain state certification, and the PSU Purchasing staff is available to assist them in the registration process. The website is changing to a dynamic format that will include training, vendor resources, and the ability to share information with your colleagues.

On February 19th at 9:00 AM and February 20th at 1:00 PM in Smith Memorial Student Union, room 298, there will be an opportunity for you to meet with Faye Burch, FM Burch and Associates; Andre Baugh, Group AGB, LLC; Ed Washington, PSU Community Relations; Dee Wendler, Director of Business Affairs; and Steve Hopf, PSU Purchasing/Contracts Manager. This program will seek your input and provide valuable information on improving purchasing practices. If you have purchase/contract authority I strongly encourage your participation at one of these opportunities.

Finally, I am pleased to announce Portland State University will host a Spring Vendor Fair in late March. This will be an opportunity to open our institution to the local business community. Plan to join us for an engaging afternoon of meeting available vendors, networking, and building strong community alliances.

OFFICE OF THE PRESIDENT

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