



Purcha\$ing \$en\$e

Princeton University's Purchasing E-Newsletter

"The Green Issue"

Welcome

The Purchasing Department is pleased to present this newly formatted e-newsletter to the Princeton University community. Our goal is to provide timely and effective information to assist you with your procurement needs.

Contacts

<http://web.princeton.edu/sites/purchasing/whos.htm>

Don Weston, Director, 8-3407
Brian Rounsavill, Asst. Director, 8-3402
Tony Figlerski, Asst. to the Associate Treasurer for Operations, 8-6274
Mark Aanonsen, Senior Purchasing Agent, 8-3418
Lisa Ridolfi, Senior Purchasing Agent, 8-1920
Tracy Lomurno, Asst. Buyer, 8-5887
Nancy Matthews, Asst. Buyer, 8-5886
Joe Lane, Admin. Support, 8-6847
Carmella Crusier, Capital, 8-3413
Sam Formica, Surplus, 8-2347
Korrin Lyszczak, Contracts Support Specialist, 8-2495
Mary Erickson, Boise Rep., 8-3400
Barbara Schadt, Fisher Rep., 8-0935

Purchasing Department

Office of the Treasurer
 Princeton University
 2 New South, P.O. Box 33
 Princeton, NJ 08544-0033 USA
 Phone: (609) 258-6369
 Fax: (609) 258-1169
 Email: purchasing@princeton.edu
 Web: www.princeton.edu/purchasing

Topics Solicited

In response to specific requests from the first issue, this "Green Issue" has been compiled. We welcome any comments or suggestions for future articles. Forward them to the *Purcha\$ing \$en\$e* Editor, Brian Rounsavill.

Oversight Committee

The University has established an Environmental Oversight Committee of administrators, faculty and students to serve as a forum for discussing ideas and recommendations for policy changes. The committee is chaired by Michael McKay, of Facilities, with Don Weston, of the Purchasing Department, also serving on the committee.

Environmental Intern

The Purchasing Department welcomes Lili Shek '04, an EEB major, for an 8-week internship sponsored by the Princeton Environmental Institute. Lili will be working on a "green" PeopleSoft catalog consisting of environmentally-friendly products from contract sources. Her research will also include gathering existing data on environmental best practices for commonly purchased products, and developing "green" alternatives for existing practices.

Buy Recycled¹

Paper and wood product production does not have to be at odds with the environment. Tree-free and recycled paper sources, as well as certified sustainably logged wood, are becoming widely available and economically competitive with traditional virgin paper sources. Boise Cascade, the company that provides Princeton's office supplies, now offers two standard paper options that contain post-consumer waste (PCW) recycled fiber: the Aspen 30, which contains 30% PCW recycled, and the Aspen 100, which is 100% PCW recycled. These products are both financially competitive with the most popular paper types currently bought on campus.

Consider making a few small changes in your department that will help Princeton to reduce its environmental impact:

1. Switch to Aspen 30 or Aspen 100 as your standard office paper supply, and purchase other recycled paper products as they become available.
2. Print double-sided whenever possible and encourage students to do the same.
3. Use recycling bins! If you think they are being dumped in the trash, contact bckenned@princeton.edu and we will address the issue.

¹ Article by Bradley Kennedy '05

Boise "Green" List

Boise has a new name - Boise Office Solutions and a new web site for electronic ordering: www.boiseoffice.com. In addition, there are several custom catalogs within this site which allow users to select those "commonly purchased items" without using the SEARCH feature. The most recent catalog named "The Green List" includes products that are recycled. To access these lists, you must first log onto the Boise website and enter your userid and password and begin placing an order. Select the "Shipping Method" icon, then the Shopping List icon. The Green List will then appear.

Toner Cartridges

Don't know what to do with those empty HP toner cartridges? The Purchasing Department has established a contract to buy back your empty cartridges. This is only for virgin (new) cartridges that are empty. Contact ACME Services (800) 243-9918 to arrange for pickup. It is both a convenient and environmentally-friendly way to dispose of your first-time empty cartridges. ACME will write a check, made payable to the Trustees of Princeton University, which can be deposited into your departmental account. ACME also sells recycled toner cartridges.

Safety Recall Notices

On December 11, 2001, there was a fire in Moffett Lab. The cause of the fire was electrical. The power strips that were used in the lab are being investigated by the insurance investigators as a possible cause of the fire. EHS is asking others to check that the power strips they are using are not on the Consumer Product Safety Commission product recall list. Please contact Bob Gregory, University Fire Marshall at 8-6805 with questions.

- Howard Berger Co. - 11/25/00: The Howard Berger Co. Inc., of Brooklyn, N.Y., is voluntarily recalling about 17,500 power strips. For more information: <http://www.cpsc.gov/cpsc/pub/prerel/prhtml01/01036b.html>.

- Frieder Inc. - 2/29/00: Frieder Inc., of Bedford Heights, Ohio, is recalling about 35,000 Champion Brand Tools 6-outlet power strips. For more info: <http://www.cpsc.gov/cpsc/pub/prerel/prhtml00/00072b.html>.

- Eastern America Trio - 3/31/97 Eastern America Trio Products Inc. of Flushing, N.Y., is recalling over 26,800 Trisonic power strip surge protectors. For more info: <http://www.cpsc.gov/cpsc/pub/prerel/prhtml97/97093.html>.

New Contracts

The following new vendor contracts were established within the last two months:

- Bernhardt Furniture (*Furniture*)
- Charrette Corporation (*Jet Bond Paper*)
- Garden State Fireworks (*Fireworks*)
- Happy Chef Co. (*Uniforms*)
- Inland Paperboard & Packaging Co. (*Acid-Free Paper Trays*)
- Polar Spring Water (*Bottled Water*)
- Stirling Audio Stage & Sound Systems (*Audio Visual*)
- Tiffany & Co. (*Specialty Items*)
- Tulnoy Lumber Co. (*Wood*)

The complete list of all the current vendor contracts appears on our web site for your reference and is updated monthly: <http://web.princeton.edu/sites/purchasing/pscontractlisting/index.htm>.

Upcoming Events

- ShoeMobile, *October 15, 2002*
- Vendor Fair, *October 29, 2002*

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