

THE CART

What's happening in Procurement at Virginia Tech

January 2023

New Director of Finance at the Inn at Virginia Tech

Please join us in welcoming Lori Bagwell as the Director of Finance at the Inn at Virginia Tech! Lori manages a team of five in the accounting department at the Inn. They handle all of the invoicing for all events at the hotel, pay the bills for the hotel, and audit all activity - hotel stays and meals. Lori handles the banking, financial statement preparation, and reviews for the Inn. She is also responsible for making sure the hotel follows all our Standard Operating Procedures. Please enjoy learning a little more about Lori in the questions below and help us in giving her a warm welcome to Blacksburg!

Where are you from and how did you come to Blacksburg?

Born and raised in the western suburbs of Chicago, until my junior year of high school. My dad was transferred to Denver, Colorado, where I lived until 2019, when I took a job in Durham, North Carolina. I was there until September, when I accepted the position at the Inn at VT.



Where did you go to school and what is your degree in?

My undergraduate degree was in Business Administration at Colorado State University. My MBA was from Regis University.

Any pets? I have a rescue dog named Nala. She is a Vizsla mix.

What are some of your favorite hobbies? I love baking, traveling and reading.

What type of music do you enjoy? favorite musician or band? I was raised on classic rock - Pink Floyd, the Eagles and Bruce Springsteen are amongst my favorites.

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New Director of Finance at the Inn at Virginia Tech

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What's your favorite place you've visited? Any Caribbean Island - I have been on over a half dozen cruises and love the tropics.

Where's somewhere you've never been, but would love to visit someday? Tahiti

Have you ever met anyone famous? The only famous person I have met, was a Chicago Cubs great, Billy Williams.

Favorite Holiday? Christmas- it is also my favorite time to bake

Favorite sport or team? College Basketball is one of my favorites- University of Kansas and University of North Carolina are my teams (sorry, but I have been watching them since Michael Jordan was on the team), I also love football and baseball

What is your favorite breakfast cereal? Peanut Butter Crunch

You hit the jackpot and win the lottery...what's the first thing you buy? Land to build a house on

If you could keep 3 apps on your phone- what would they be? Kindle App, The Weather Channel, ESPN

What would you describe as your most important personal attributes or strengths? Loyal, focused, realistic

If you could witness one moment in history, what would it be and why? Game 7 of the 2016 World Series

How would you describe what you do for a living to a room of 5-year olds? I tell a business how much money it made and spent every month.

What is the one food or beverage you absolutely could not go without? Hershey Chocolate Bars

What was your first job? Cashier at a hardware store

New Punchout Coming Soon

We excited to announce that Cell Signaling Technology is moving from a Hosted Catalog to a Punchout Supplier!

Cell Signaling is a supplier providing Antibodies, Reagents, Proteomics, Kits and Consumables for university research. Be on the lookout for an announcement on their new Punchout to go-live in the next couple weeks! Please note, when their new Punchout is live, the Hosted Catalog will be disabled. Users will still have the option to enter a non-catalog order to them.

Sales Representative information:

Fred DiFronzo
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New Contract- AutoZone

Exciting news! AutoZone now has a contract in place for Virginia Tech to purchase automotive parts and supplies. Contract pricing is published on www.autozonepro.com. If this contract can be beneficial to your department please reach out to Angela Caldwell in procurement at acaldwell@vt.edu to begin the process of initial setup. All authorized users must be approved and an account will be set up for your convenience.

Reminder- Airschott Inc

A friendly reminder that the University is now utilizing Airschott Inc. for international customs brokerage and transportation services. Departments are encouraged to no longer use previous customs brokerage providers. If a department on campus will need customs brokerage or transportation services for an international shipment, please use the resource on the Procurement website listed at the link below:

[How Do I Buy - Customs and Import Issues](#)

Low Risk/Low Cost Software Acquisition Pilot Extends to February 15

More than three hundred software acquisitions have been processed through the university's low-risk/low-cost software acquisition process since the pilot began on August 1st. The pilot has now been extended to February 15, 2023 while final reviews are completed, and the process is made permanent.

The pilot program allows departments to use expedited acquisition processes once it is determined through a ServiceNow survey tool that the software meets the low-cost, low-risk criteria and is approved by a Department Head. For software products where those definitions are met, departments can acquire the software using their normal departmental purchasing delegation processes without further review by IT or VT Legal. Options to acquire the software include issuing a purchase order through HokieMart (for software costing up to \$10K) or utilizing the university's Pcard (for software costing up to \$2K). The acquisition of no-cost software can also be facilitated under this pilot if it meets the criteria.

Training for the Low-Risk Low-Cost Software acquisition pilot program is available on demand through the PageUp LMS (30 minute training): <https://viriniatech.pageuppeople.com/learning/8307/>

Additional information can be found on the ITPALS website: <https://itpals.vt.edu/itprocurement/lowriskfaqs.html>



Procurement Related Trainings

Looking to learn something new in the new year? Or just need a refresher? The Procurement Department added a number of on-demand trainings in the last few months of 2022! Below is a comprehensive list of on-demand and live instructor led procurement related trainings.

- [Catering Services at Virginia Tech: America To Go](#)
- [Amazon Business Buyer Training \(Amazon Punchout\)](#)
- [HokieMart Requestor Training](#)
- ABC's of Procurement I & II *available on PageUp and coming soon as on demand!
- VT Contract Administration *Available on PageUp
- Low Cost, Low Risk Software Procurement *Available on PageUp
- [Purchase Card Training](#)



Have Suggestions?

Tell us how we are doing by using the link below:

[Give us your feedback](#)

Hands On Training for HokieMart Requestors Now Being Offered:



- Jan 25th 2023 (In person)
- Feb 22nd 2023 (Zoom)
- March 29th 2023 (Zoom)
- April 26th 2023 (In person)
- May 31st 2023 (Zoom)
- June 28th 2023 (In person)
- July 26th 2023 (In person)
- August 30th 2023 (Zoom)
- Sept 27th 2023 (In Person)
- Oct 25th 2023 (Zoom)
- Nov 29th 2023 (In person)

Registration Required through [PageUp](#)

UPCOMING EVENTS

ABC's of Procurement Part 1 Sign Up on [PageUp](#)

ABC's of Procurement Part 2 Sign Up on [PageUp](#)

PROCUREMENT SPOTLIGHT

Name: Tyler Linkenhoker

Years at VT: 9 months

What are your main duties/commodities: Capital Construction Procurement

Favorite Sport to Watch: Baseball

Favorite Holiday: Christmas

Favorite Food: Bacon

Favorite Item from Starbucks: Regular Coffee with half and half

Hobbies or what do you do in your spare time: Antiquing, Car Projects, Home Improvement

Favorite Animal: Dog

Current Pet/s: Australian Shepherd (Lilly) and Cat (Moi-ra)

Animal I would like to have one day: Zebra Finch

Favorite Movie: Speed (Sandra Bullock)

Favorite TV Show: Green Acres

Talents your proud of: Auto repair and antique restoration

What accomplishment are you most proud of: Purchasing my current home and restoring it

What amazing adventure have you had: Impromptu trip to Hawaii

What are you most thankful for: Great friends

If you had to pick one word to describe yourself, what would it be: Interesting

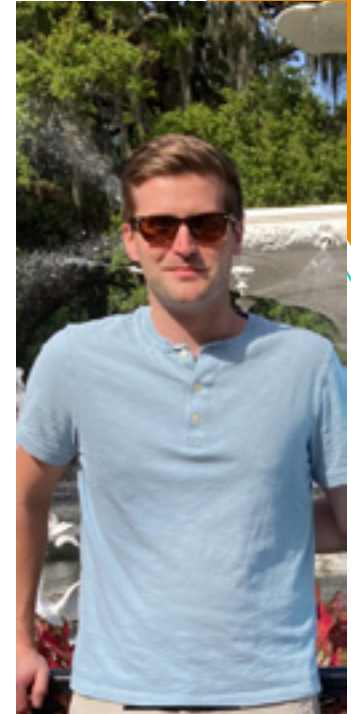
Who is your biggest role model: Great Grandmother

Which three people living or dead would you invite to dinner: Thomas Jefferson, My Great Grandmother, and Doris Day

What is your idea of a perfect vacation: Sitting on a tropical beach with no phone

Mountains or Ocean: Ocean
Summer or Winter: Summer
City or Country: Country

Favorite Quote or saying: "Ignorance is preferable to error, and he is less remote from the truth who believes nothing than he who believes what is wrong." -Thomas Jefferson



What is your favorite Phone App: eBay

Where are you from and where all have you lived: Clifton Forge, VA - Roanoke, VA