

Release Date: May 7, 2015

Upcoming Stockroom Changes for All Users

The Dietrich School of Arts and Sciences is pleased to announce the launch of the new Dietrich School Scientific Stockroom (DSS), the unified operations of the former Biological Sciences and Chemistry Stockrooms. This change to operations will streamline ordering and improve service to University end users.

What to Expect – Important Dates

- Stockroom closed: May 13-19
- Stockroom punchouts unavailable: May 13-19
- Stockroom reopens and DSS punchout available: May 20

In an effort to finalize the transformation, the stockroom will be closed and the PantherExpress System punchouts for both BSS and PCS will be unavailable from **May 13 through May 19**. To ensure that your day-to-day operations are not affected by this planned shutdown of the stockroom, orders must be placed and approved by **Tuesday, May 12**. Once the consolidation is complete, all users should shop the new DSS punchout for stockroom items effective **Wednesday, May 20**.

Operational Changes

Stockroom operations will be unified into one convenient stockroom shopping experience:

- Biological and Chemical stockrooms will be combined into one stockroom under the name *Dietrich School Scientific Stockroom (DSS)*.
- The new Dietrich School Scientific Stockroom punchout will replace the Biological Sciences and Chemistry punchouts in the PantherExpress System.
- All stockroom products, including ethanol, will be available through the DSS punchout. You will no longer need to use the ethanol form to purchase ethanol.
- New (extended) hours of operation will be 7:30 a.m. to 5 p.m.
- Company hotlists from BSS and PCS will be transferred to the DSS punchout for continuity in the buying experience. Additionally, there will be a new hotlist for ethanol.
- Personal hotlists created before April 24, 2015 will be transferred to the new punchout for ease of ordering.
- Expanded delivery: Most* products will be available for delivery to any extended Oakland campus location, and the new delivery charge will be \$5 per order. Note – your order will default to “delivery” unless you chose a pick-up location.
- Two pick-up locations will be available: Chevron, and the new Langley Station location.

**Acetone Refills, Dry Ice, Gas cylinders (Ammonia, Argon, Helium, and Nitrogen), and Liquid Nitrogen all will not be available to ship.*

For questions, please contact the DSS stockroom team at (412) 624-8551, (412) 624-4260, or stockroom@pitt.edu.

Best Regards,

Dietrich School Stockroom Team