

A photograph of a stone wall sign for the University of California, Irvine. The sign is made of light-colored stone blocks and features the university's name in large, dark, serif letters. To the left of the name is a circular seal of the University of California. The sign is set against a background of green trees and a clear blue sky. In the foreground, there is a field of tall, green grass.

University of California, Irvine

New Conflict of Interest Form & Process, FedEx Office, and Thermo Fisher Scientific Presentations

*Procurement Services Department Buyer Training Session
Tuesday, June 10, 2025*

UCI Division of Finance and Administration | With U • For U

Procurement Training

Robust **training guide and training sessions** are available on the Procurement website and can be accessed from the top of our website.

UCI

Division of Finance and Administration | With U • For U

About Us

FAQs

Policies

Forms

Training

Trademarks

For Suppliers

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UCI

Procurement Services

Searching: This site

Home

About Us

Procurement

UCIBuy

PALCard

Equipment Management

Strategic Initiatives

Contracts

Training

In addition to the PDF training guides below, find interactive online courses on [UCLC](#). You can also [request](#) personalized individual or group training.

Please find additional Federal Funds training on [UC's SharePoint site](#).

Capital Asset

PALCard

UCIBuy

Requisition

Purchase Order

Training Sessions

Export Controls and Procurement Process Updates - April 16, 2024	+
Federal Funds Requirements Training - January 11, 2024 (requested training by School of Engineering)	+
Data Security and Privacy Review: Data Relations Fundamentals AND Procurement Process Updates - November 14, 2023	+
Buying Software & IT Services - September 19, 2023	+
Bidding & SSPR Form - July 25, 2023	+
Small Business First Latest Updates - May 16, 2023	+
Federal Fund Purchase Requirements - March 21, 2023	+
Conferences & Event Planning - January 24, 2023	+
Federal Fund Purchase Requirements - August 18, 2022	+
Small Business First One Year Overview - April 26, 2022	+

Procurement Services Weekly Office Hours

The Procurement Services team hosts campus “office hours” weekly during the school year on Tuesdays from 9-10 a.m. PST and bi-weekly during the summers, for anyone to drop in with questions about requisitions, purchase orders, agreements, policies, and anything else that may come up. Please contact Doreen Tannenbaum (doreen.tannenbaum@uci.edu) for the Zoom link. You will be able to join office hours whenever you need support or reach out to the Procurement team by opening a [ServiceNow ticket](#) and selecting Request Procurement Services Training to set up a 1:1 or personalized training session. Past campus training sessions can be found [below](#).

Virtual Office Hours

**Bi-Weekly Tuesdays from
9 - 10 a.m.**

Drop in with questions about requisitions, purchase orders, agreements, policies, and anything else that may come up.

Join office hours whenever you need support or reach out to the Procurement team by ServiceNow to set up a 1:1 or personalized training session.



Add to Calendar



Remember

As an employee of a public university, it is your responsibility to comply with all procurement laws, rules, regulations, executive orders, policies and procedures concerning the purchase of goods and services:

- UCOP BUS-43
- UCI 707-10
- UCI 701-23
- California Public Contract Code
- Uniform Guidance
- Small Business First
- Covered Services



You are not authorized to sign on behalf of the University or to bind the University in any manner.



It is a violation of federal and state law and UC policy to procure a service or commodity without acquiring the necessary approvals and documents in advance.



If you do, you may be held personally responsible for the cost of the products or services purchased.

Today's Agenda



- Welcome
- Conflict of Interest
- FedEx Office
- Thermo Fisher Scientific
- Resources
- Q&A

New Conflict of Interest Form & Process

Conflict of Interest (COI) Workflow

During PaymentWork onboarding, Supplier identifies if they meet any of the COI qualifications. If they do, they will be prompted to complete the supplier section of the COI form. Supplier also needs to input the name and email of the department contact they are working with.



Department will receive COI and complete the department section of the COI form.



Procurement Services (PS) receives and verifies that all sections were answered fully. PS sends COI for approval/disapproval.



If COI is approved, Vendor Coordinator will receive a copy of the completed COI and will continue the onboarding process.

When Does a COI Need to be Completed?

Whenever an Employee-Vendor relationship exists:

- Current UC employee
- Former UC employee, who has been separated for less than two years*
- Individual has a near relative (spouse, child, sibling, parent-in-law, child-in-law, sibling-in-law, step relatives, or domestic partners) that is a UC employee

*Former employees that have been separated for more than two years do NOT need to complete COI form.

Supplier

Your Name: *



Your Email: *



Please provide information for any other signers needed for this document.

UCI Department

Name:



Email:



SECTION A - SUPPLIER (Questions 1-5)

Each individual or company offering to provide goods or services to the University must complete this form **if that individual or company meets any of the below criteria:**

- A. Are or owned by a current UC employee of any location
- B. Are or owned by a former UC employee of any location, who has been separated for less than two (2) years (retired, dismissed, separated, or formerly employed)
- C. Are or owned by a current UC employee of any location, who owns or controls 10% or greater interest in a business that will provide goods or services to the University
- D. Are or owned by a near relative of a current UC employee of any location (*spouse, domestic partner or relative of the domestic partner, child, parent, brother, sister, son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, or sister-in-law of a university employee, and step-relatives in the same relationship*)
- E. Are or owned by a near relative of a current UC employee of any location, when that near relative owns or controls 10% or greater interest in a business that will provide goods or services to the University
- F. Any UC employee will be paid by the proposed Supplier for the proposed transaction

1) Fill out the following:

Full Legal Name of Supplier/Vendor/Payee/Subrecipient: Full Name	Name of individual that meets any of the above criteria:
Please write the letter(s) of the above listed criteria (A-F) that best meets your situation:	Email address: email@domain.com Phone number:

2) Select ONE of the following boxes below:

☐ **Current UC Employee**

UC location where employed:

Department where employed:

Job Title:

Does your position include teaching or research responsibilities? ☐ YES ☐ NO

Description of UC employment job duties. Attach additional sheet if needed:



Optional

☐ **Former UC employee who has been separated for LESS than two (2) years (retired, dismissed, separated, or formerly employed)**

UC location where employed:

Department where employed:

Job Title:

Separation Date:

☐ **Near relative of a current UC employee (spouse, child, parent, brother, sister, son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, sister-in-law, and step relatives and domestic partners in the same relationship)**

Name of relative (UC employee):

Relationship to current UC employee:

Relative's UC Campus and Department:

Does your near relative UC employee's position include teaching or research responsibilities? ☐ YES ☐ NO

SECTION A - SUPPLIER Continued

3) Next, please answer all the following questions:

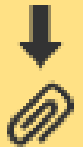
CURRENT AND FORMER EMPLOYEES ONLY: Do you/Did engage in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the transaction while employed by any University location? ☐ YES ☐ NO

CURRENT AND FORMER EMPLOYEES ONLY: Has any/Did any of your university time, University material, University equipment, or was University facilities used or will be used in connection with the proposed transaction? ☐ YES ☐ NO

RELATIVES OF UC EMPLOYEES ONLY: Does your near relative have any past, current, or future responsibility for, involvement in, or direct or indirect influence on any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the proposed transaction? ☐ YES ☐ NO

FOR FORMER EMPLOYEES ONLY: Did you hold a policy-making position in the same general subject area as the proposed transaction, during the last twelve (24) months of UC employment? ☐ YES ☐ NO

If you answered **YES** to any of the above questions, please explain. Attach additional sheet if needed:



Optional

4) Describe the goods and/or services. Attach additional sheet if needed:

	 Optional
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5) Continue here:

I certify that the above information is true:



Signature of UC employee, former UC employee, or near relative of current UC employee

Date: 4/29/2025

FINISH

SECTION B - UCI DEPARTMENT (ALL FIELDS REQUIRED)

UCI DEPARTMENT CERTIFICATION		
Are these goods and/or services available from the University's own departments/facilities? ☐ YES ☐ NO		
Have the goods and/or services already been provided to UC? ☐ YES ☐ NO		
Are these goods and/or services available in the commercial market from other providers? ☐ YES ☐ NO		
What is the expected or maximum amount to be paid for the goods &/or services? \$		
Why was this Supplier chosen? Attach additional sheet if needed:		
Who chose this Supplier?		
First and Last Name:		
Job Title:		Email:
Department Chair/Supervisor Name:	Department Chair/Supervisor Signature:	Date:
Full Name		5/6/2025

FINISH

SECTION C - UCI PROCUREMENT SERVICES

UCI PROCUREMENT SERVICES		
Procurement Designee Name:	Signature:	Date:
APPROVED ☐ DENIED ☐		
Procurement Reason (if denied):		



Let's explore the possibilities for UCI

Rebecca Molina – Regional Account Manager

Amy Smith – Regional Solutions Consultant



Our history with UCI

FedEx Office has partnered with the UC system for over 15 years. Our presence on higher education campuses has effectively supported the needs of various departments, print programs, and student life. We have expanded our print products and services to adapt to changes on campus, ensuring that we provide the necessary tools and services to meet the needs of the UC system.

Your dedicated FedEx Office experts have made an impact in these spaces at UCI:

- *Supporting Grant program print needs*
- *Distribution orders for community programs*
- *Surface Graphic Installations*
- *Overflow print support for Event signage*
- *Quick Turnaround times for last-minute prints*
- *On-campus presence to assist with consultation*



Advantages of Using FedEx

Our collaboration extends beyond just vendor support. We aim to inspire you and provide the best solutions for your vision.

- Discounted print that goes beyond contracted pricing.
- UC rebate program
- Expanding our higher education capabilities to grow with the ever-changing UC landscape and needs.
- Participant in the Supplier Showcase.



Custom print solutions for education

High-quality printed materials that create consistent, branded experiences help connect the dots between academics, student life, and personal interests – nurturing a sense of belonging and a feeling of home within your institution.

Printed materials can help generate excitement among students

- **Branded vehicle wraps** – Turn campus buses, cars, and golf carts into visual brand ambassadors.
- **Dorm lounge signage** – Make residents feel at home with dorm-specific visuals and messaging.
- **Athletic facilities** – Motivate student athletes, celebrate athletic programs, and excite fans.
- **Outdoor spaces** – Enhance school spirit and stay top-of-mind in their cross-campus trek.
- **Student center** – Remind students of campus resources, important dates, or policy changes.

Contact Information:

Amy Smith
amy.smith@fedex.com
714.658.0040

Rebecca Molina
rebecca.molina@fedex.com
619.323.9706



Thank You!



Thermo Fisher Scientific

Margaux Welsh, Fisher Scientific Sales Representative
Marilee Morgan, Genetic Analysis Specialist

 The world leader in serving science



Thermo Fisher is the World Leader in Serving Science

ThermoFisher
SCIENTIFIC

ThermoFisher
SCIENTIFIC

thermo
scientific

applied
biosystems

invitrogen

 fisher
scientific

unity
lab services

patheon

PPD



\$44B
revenue



>125,000
employees



>\$1.4B
R&D investment

Industry-leading scale

- Unparalleled commercial reach
- Unique customer access
- Expanding global footprint

Unmatched depth of capabilities

- Leading innovative technologies
- Deep applications expertise
- Premier productivity partner
- Comprehensive pharma services offering

Powered by our Practical Process Improvement (PPI) Business System

Leverage Our Unique Channel Value Proposition

ThermoFisher
SCIENTIFIC

ThermoFisher
SCIENTIFIC

thermo
scientific

applied
biosystems

invitrogen

PPD

F **fisher**
scientific

unity
lab services

patheon

Accelerating Innovation

Enhancing Productivity

UCI Contacts

Thermo Fisher Scientific Division	Contact Name	Email and Phone Number
Fisher Scientific	Margaux Welsh	margaux.welsh@thermofisher.com 413-717-8246
Biosciences Account Manager	Ashley Manderville	ashley.manderville@thermofisher.com 760-717-6789
Genetic Analysis Specialist	Marilee Morgan	marilee.morgan@thermofisher.com 720-526-7321
Thermo Scientific Consumables	Sharna Blitz	sharna.blitz@thermofisher.com 909-342-2658
Thermo Scientific Laboratory Equipment	Stephanie Hastings (currently on maternity leave) Yousef Elbanna is covering	stephanie.hastings@thermofisher.com 714-392-6940 yousef.elbanna@thermofisher.com 310-683-8319

UCI Contract Benefits

The Fisher Scientific channel has been selected and is excited to continue serving as the primary supplier of laboratory supplies, chemicals, equipment, and specialty life sciences products for UCI.

- Exclusive discounted pricing on items available through the Fisher Scientific channel and savings on many other products
- Product promotions and New Lab Start-Up special offers available through your punch-out site
- Dedicated Fisher Scientific sales representatives to help you select products and equipment, demonstrate products, and provide information on our latest offerings
- Life sciences, chemical, and safety specialists available for consultations
- State-of-the-art warehouses in Chino and Tracy servicing the entire University of California system
- Regular product shows and technical seminars
- No cost for standard delivery of most orders
- Guaranteed 48-hour delivery for most items

Preferred items are suggested while viewing currently purchased items

Preferred product appears below non-preferred item highlighting the potential savings

This product is preferred



Switch And Save \$28.35 / Pack

Switch and Save Preferred Product

Catalog No. 14-666-319

1.5 ML NATURE LL MCT 500/PK

☒ **\$25.71** / Pack of 500

☐ **\$205.73** / Case of 8 PK

Special Programs



Sustainability Programs

- **Greener Choice:** easily identify 3,500+ environmentally-friendly lab products by looking for the Greener Choice badge
- **Recycling programs** that turn used lab garments, plastics, pipette tips, and waste into other useful items

fishersci.com/sustainability



Encompass Program

Explore conversion opportunities to best-value products

- **Reduce total acquisition cost** through supplier base consolidation
- **Get full reporting and audit capabilities** with “req-to-check” transaction management

fishersci.com/encompass

Value-Added Opportunities



Supplier Diversity

Reach your diversity spend goals with our support

- **Build a diversity solution** that meets your product, services, sales volume, and process requirements
- **Easily identify qualifying diverse suppliers** on the Fisher Scientific website

fishersci.com/supplierdiversity



New Lab Start-Up Program

Exclusive savings to help save thousands on start-up costs

- **Get 12-month access** to discounts on a range of brands and products
- **Qualify and start shopping** on the Fisher Scientific website

fishersci.com/newlab

Fisher Scientific Recycling Offerings

Programs Making a Positive Impact

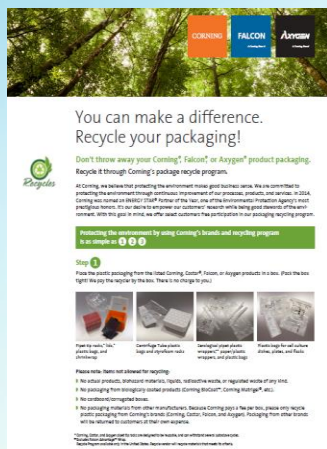
ThermoFisher
SCIENTIFIC

RightCycle by Kimberly-Clark Professional



Turn garments and
gloves into useful,
eco-friendly products

Corning Recyclable Packaging



Reduce laboratory
plastic waste

Tyvek Garment Recycling by DuPont



Recycle used
Tyvek garments

Pipette Tip Box Recycling



Recycle empty
pipette tip boxes

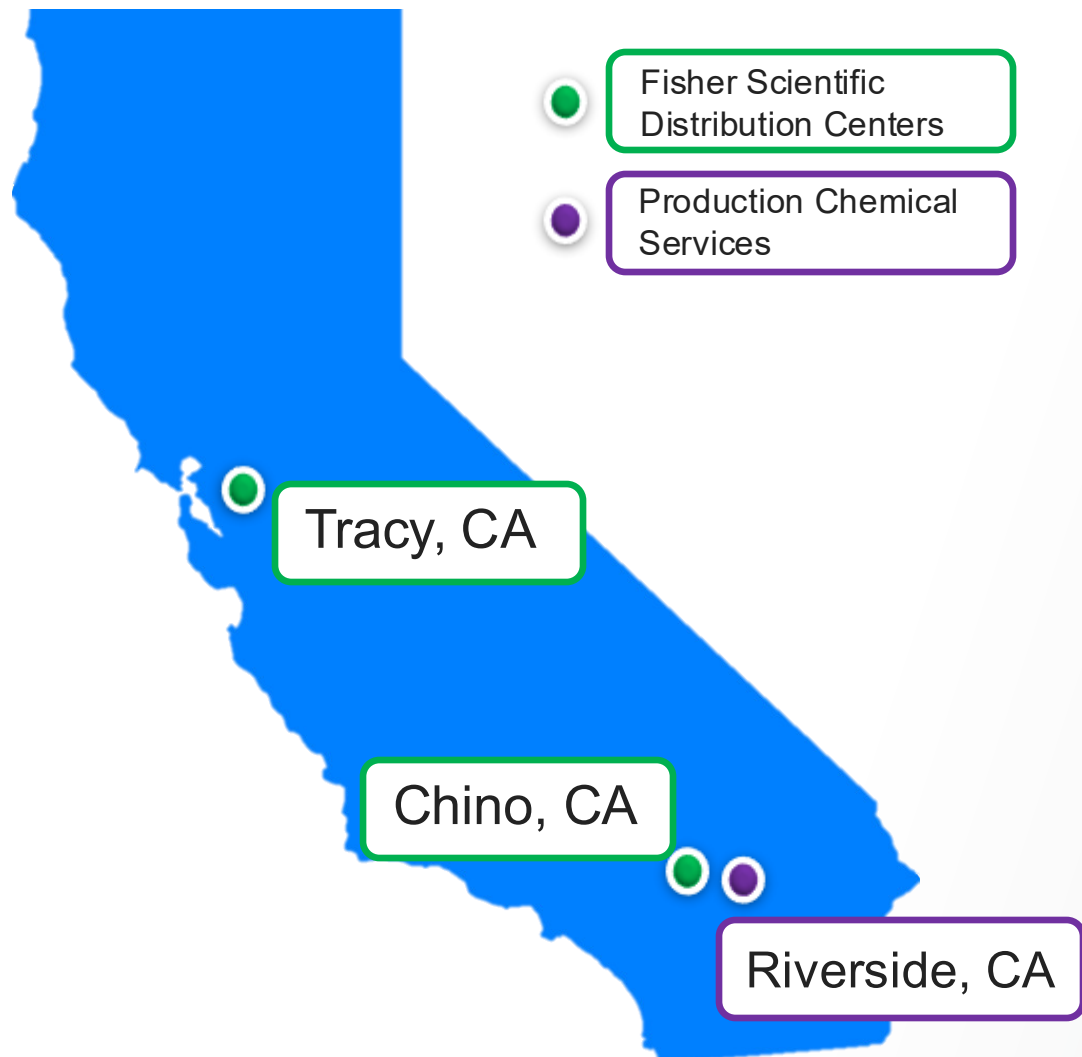
TerraCycle Zero Waste Recycling Boxes



Multiple waste
streams available

fishersci.com/sustainability

The Fisher Scientific Edge Program



- **Edge** program products will feature enhanced content and qualify for standard same-day shipping, if ordered by 2PM local time

Depth of capabilities – Segment overviews

Unsurpassed and evolving portfolio mix (examples below)

Life Sciences Solutions



Specialty Diagnostics



Analytical Instruments



Laboratory Products and Biopharma Services



Analytical Instruments – Segment overview



Chromatography & Mass Spectrometry

Industry-leading mass spectrometry offering

Strong position in chromatography

Leading software and instrument servicing capabilities



Electron Microscopy

Revolutionary Cryo-EM technology for life sciences

Top-tier solutions for advanced materials

Advanced software and instrument servicing capabilities



Chemical Analysis

Respected portfolio of portable analytical instruments

Leading molecular and elemental spectroscopy instruments

Air quality and process monitoring instruments

Life Sciences Solutions – Segment overview

invitrogen
gibco



Biosciences

Leading reagents, instruments and consumables

Ubiquitous presence in life sciences labs

Strong track record of innovation

thermo
scientific



Bioproduction

Best-in-class bioprocessing products with extensive global footprint

Leadership positions in cell culture, media and single-use technologies

Rapidly growing purification business

applied
biosystems
ion torrent



Genetic Sciences

Top-tier genetic analysis platforms and reagents

Automated platform enabling democratization of clinical Next-Generation Sequencing (NGS)

Best-in-class offering for applied markets

Questions & Open Discussion

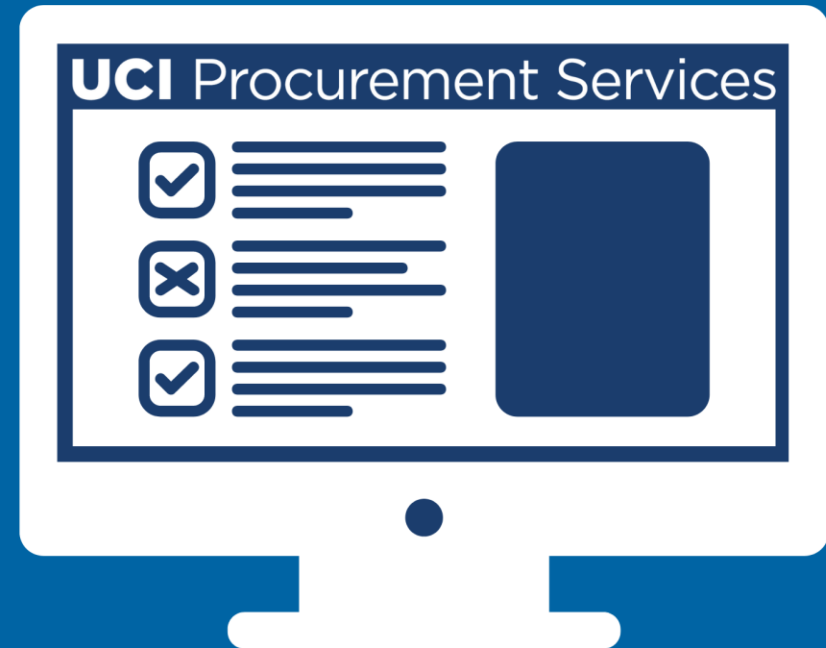
THANKYOU

Resources

- [Procurement Services](#)
- [FedEx Office](#)
- [Thermo Fisher Scientific](#)
- [Procurement ServiceNow](#) – *(Before submitting a ticket, please conduct your own diligent research on Procurement's website)*

Survey

<https://forms.office.com/r/eR4JrykVjy>



Questions



THANK
YOU!