**MANAGER UPDATE: January 8, 2019**

**TO: Vice Presidents, Vice Provosts, Deans, Directors, Department Heads, and Managers**

**FROM: Jane Pleasants, Vice President, Procurement & Supply Chain Management**

**SUBJECT: New Vendor for Campus Relocation, Surplus Property, and Duke Storage Management**

Duke University and Duke University Health System, Inc. (Duke) has established a contract with a new vendor for campus relocation, surplus property management, and coordination of Duke storage.

Storr Office Environments was selected to provide these services for Duke following a comprehensive request for proposal and a thorough review based on price, responsiveness, support, customer service, communication, technology, and quality.

Storr has serviced Duke for more than 20 years as a provider of furniture and office relocation, and we are pleased to expand this relationship into new service areas. Storr has a local presence and has been in the Triangle region for more than 100 years.

In order to ensure a smooth transition, Storr and DeHaven’s Transfer & Storage, Inc. will both provide support for surplus property, relocation and storage from February 1 through February 28, 2019. Beginning March 1, 2019, Storr will be the primary provider of these services, and DeHaven’s Transfer & Storage, Inc. will no longer be considered an approved vendor.

Duke will be hosting an open house with representatives from Storr on January 15, 2019, from 8:30 a.m. to 11:30 a.m. at Central Procurement, located at 310 Trent Drive, suite 154, Trent Hall. Those responsible for managing the coordination of surplus, campus moves, and storage within your departments are encouraged to meet the Storr representatives and learn more about their support services.

For more information, including answers to frequently asked questions, visit the [Procurement and Supply Chain Management website](https://finance.duke.edu/procurement/). Thank you.

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