



Procurement is excited to announce an enhancement to the University's tank gas program. In collaboration with General Welding, our contracted tank gas supplier, we will be streamlining the ordering and invoice process through a direct integration between WolfMart and General Welding.

How Does this Change Benefit You?

- **Streamlined Procurement.** Tank gas orders under \$2,500.00 will no longer require procurement review, allowing for faster turnaround time for departments. Integrations support faster order placements and fulfillment.
- **Reduced errors due to manual processing** – both at Stony Brook and at General Welding.
- **A more seamless experience** for all users involved in the procurement of tank gases.

Important Changes To Be Aware Of:

To support greater automation and seamless orders, several changes will be needed.

- **New Part Numbers:** While the tank gas catalog will retain its current look and feel, one change you will see is that the current tank gas part numbers will be replaced with new ones. While part numbers will be changing, pricing will remain the same. Please refer to the attached part number crosswalk document for the updated list of part numbers.
- **Return/Pickup of Tanks:** A new field has been created for you to enter the barcode(s) of the tank(s) you are requesting General Welding to pick up. This Return/Barcode Number Field is located under the External Notes & Attachments section on the requisition. You should only enter the barcode number(s); no other information should be placed in this field. Please refer to the attached job aid for further information.
- **Deliver To – Building/Room:** Please ensure that you enter the building and room number of where you request delivery of the tank gas to be made to.
- **Saved favorites** for General Welding. Please delete all saved favorites for General Welding. If you require assistance with this, please reach out to the Procurement Help Desk at (631) 632- 4573 or wolfmart_help@stonybrook.edu
- **Old Carts/Requisitions:** Do not submit any old carts or requisitions for this vendor after the switch is made on June 3.

Attached to this communication is an updated job aid to assist you in entering your orders for tank gas using the new catalog.

When will this new enhancement occur? The new integrated catalog will be live on Tuesday, June 3, 2025. Please note that the current General Welding's hosted catalog will be unavailable **from Monday, June 2 at 3:00 PM until Tuesday, June 3 at 12:00 PM** while we implement the new changes. Please plan accordingly.

We are excited about this enhancement and opportunity to improve our service to you. We appreciate your understanding and cooperation in this matter. Should you have any questions or need further assistance, please do not hesitate to contact us. Thank you for your continued support.

Best regards,

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