



## Procurement Staff

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<b>Purchasing Staff</b>					
<b>Buyer</b>	<b>Backup</b>	<b>Review of Requisitions/Purchase Orders based on Commodities</b>	<b>Additional Tasks</b>	<b>Telephone</b>	<b>Email</b>
Audrey Robinson	Boca Procurement Team	See Spend Categories Per Buyer excel spreadsheet)	ITB, ITN, RFP, RFQ, CO's - <b>Purchasing mailbox Wednesday</b>	(561) 297-3128	<a href="mailto:arobin35@fau.edu">arobin35@fau.edu</a>
Sean Cunningham	Boca Procurement Team	See Spend Categories Per Buyer excel spreadsheet)	ITB, ITN, RFP, RFQ, CO'S – <b>Purchasing mailbox Tuesday</b>	(561) 297-3874	<a href="mailto:scunning@fau.edu">scunning@fau.edu</a>
Brittnay Lyttle	Boca Procurement Team	See Spend Categories Buyer excel spreadsheet)	ITB, ITN, RFP, RFQ, CO's <b>Purchasing mailbox Friday</b>	(561) 297-3081	<a href="mailto:blyttle2015@fau.edu">blyttle2015@fau.edu</a>
Adam Kleinrock	Boca Procurement Team	See Spend Categories Buyer excel spreadsheet)	ITB, ITN, RFP, RFQ, CO's <b>Purchasing mailbox Thursday</b>	(561) 297-3126	<a href="mailto:akleinrock2019@fau.edu">akleinrock2019@fau.edu</a>
Deborah White	Boca Procurement Team	See Spend Categories Per Buyer excel	RFP, RFQ, CO's <b>Purchasing mailbox Monday</b>	(561) 297-3159	<a href="mailto:dwhite50@fau.edu">dwhite50@fau.edu</a>
Santosh Jacob	Boca Procurement team	See Spend Categories Per Buyer excel	Change Orders	(954)236-1240	<a href="mailto:sjacobs1@fau.edu">sjacobs1@fau.edu</a>
Randolph Gross	Boca Procurement team	See Spend Categories Per Buyer excel	Change Orders	(772)242-2213	<a href="mailto:Rgross@fau.edu">Rgross@fau.edu</a>
Lina Jaroslavsky	Gianella Diaz	Supplier Onboarding		(561)297-4815	<a href="mailto:ljaroslavsky@fau.edu">ljaroslavsky@fau.edu</a>

<b>Accounts Payable Staff</b>					
<b>Accounting Clerk</b>	<b>Backup</b>	<b>Assigned Supplier Letters</b>	<b>Expense Reports Ending in last 2 digits</b>	<b>Telephone</b>	<b>Email</b>
Audrey Robinson	Adam Kleinrock Brittnay Lyttle	CONSTRUCTION, Subcontracts, BOA Leasing, TD Equip. Finance & Gift Cards	N/A	(561) 297-3128	<a href="mailto:arobin35@fau.edu">arobin35@fau.edu</a>
Gianella Diaz				(561) 297-3087	<a href="mailto:diazg2014@fau.edu">diazg2014@fau.edu</a>
Symone Royal	Renee Vears	B, C, Z, H, M	00-19	(561) 297-2898	<a href="mailto:royals@fau.edu">royals@fau.edu</a>
Renee Vears	Juliana Torres	Y, N, O, P, U, F	20-39	(561) 297-0077	<a href="mailto:svears2015@fau.edu">svears2015@fau.edu</a>
Juliana Torres	Jennifer Mendoza	A, E, X, V, W, Q	40-59	(561) 297-3125	<a href="mailto:julianatorres@fau.edu">julianatorres@fau.edu</a>
Jennifer Mendoza	Nadine Lilley	D, G, I, R, S	80-99	(561) 297-4432	<a href="mailto:mendozaj2015@fau.edu">mendozaj2015@fau.edu</a>
Nadine Lilley	Symone Royal	J, K, L, T	60-79	(561)-297-	<a href="mailto:nlilley@fau.edu">nlilley@fau.edu</a>