

## How Do I Buy...

### *Flooring*

**Buyer Contact Information:**

[Mary Seyler](#)

**Description:**

In accordance with [Policy 5405](#), all Flooring replacement including carpet, epoxy, vinyl tile etc must go through the renovations work order process. Departments are not authorized to purchase flooring directly through procurement.

After consulting with the end user, [renovations](#) will initiate the order with procurement.