

CENTRAL PURCHASING SERVICE MAP



CENTRAL PURCHASING PERFORMS PROCUREMENT FUNCTIONS; PROVIDES OVERSIGHT OF STATE AGENCIES’ PROCUREMENT ACTIVITIES; AND ENSURES FAIR AND EQUITABLE PROCESSES RESULTING IN TIMELY DELIVERY OF QUALITY PRODUCTS AND SUPPORT SERVICES.

Business Process Optimization Team
Share ideas for process improvements with this team.
Business Process Optimization Team Chief
Administrative Officer Lauren Kelliher
405-522-8085 • lauren.kelliher@omes.ok.gov

Level 1: Contact the OMES Service Desk by one of the methods below



Support Portal
Visit servicedesk.ok.gov to request services, report issues and review FAQs.



Email or phone support
Local: 405-521-2444, Toll-Free: 866-521-2444
ServiceDesk@omes.ok.gov



Chat support
servicedesk.ok.gov Select live chat and type **speak with a live agent** to start a session.

Statewide Contracts	State Use Program	Agency Acquisitions	Procurement Compliance	Procurement Systems Support	State Purchase Card Program	Supplier Registration	Vendor Management
Develops, solicits, awards and manages over 500 statewide contracts for use by government entities; works as conduit between agencies and suppliers to ensure taxpayer dollars are maximized.	Contracts with multiple suppliers who employ persons with disabilities, allowing them to earn paychecks and be more independent while providing quality and necessary products/ services for state agencies.	Assists state agencies with facilitating solicitations to procure goods and services which exceed their approved and established purchasing threshold; issues final executable contracts and POs; and reviews all IT ePro requisitions.	Oversees Open Records Requests; reviews documents/data to fulfill statutory requirements; reviews and approves internal purchasing procedures as required by statute; maintains the integrity of resources used by Central Purchasing.	Provides technical support for procurement modules in PeopleSoft, the state’s ERP system; involved in all PS projects to ensure purchasing functionality is aligned with Central Purchasing standards and statewide needs.	Administers state’s commercial credit card program to facilitate payment for goods and services; establishes P-card purchasing procedures; and provides training and technical support for the issuing bank’s transaction system.	Maintains a record of data for every supplier who is paid by the state; verifies and validates tax and banking information; maintains integrity and consistency in the supplier file.	Fosters supplier relationships on SW1025 and SW1050 contracts; serves as primary contact for all IT Staff Augmentation and Deliverable Based IT Services issues; and resolves supplier performance issues.
Statewide CP Manager Lara Moore lara.moore@omes.ok.gov 405-521-2827	Statewide CP Manager Lara Moore lara.moore@omes.ok.gov 405-521-2827	Agency Acquisitions Manager Amber Adams amber.adams@omes.ok.gov 405-521-2833	Procurement Services Manager Lesli Bajema lesli.bajema@omes.ok.gov 405-521-6742	Procurement Services Manager Lesli Bajema lesli.bajema@omes.ok.gov 405-521-6742	Procurement Services Manager Lesli Bajema lesli.bajema@omes.ok.gov 405-521-6742	Procurement Services Manager Lesli Bajema lesli.bajema@omes.ok.gov 405-521-6742	Procurement Services Manager Lesli Bajema lesli.bajema@omes.ok.gov 405-521-6742

Level 2: Contact department management using information listed above.

FOR FURTHER ASSISTANCE, CONTACT YOUR OMES ACCOUNT MANAGER

Level 3: Contact State Purchasing Director Amanda Otis
Amanda Otis • amanda.otis@omes.ok.gov • 405-717-8924

Level 4: Contact OMES Deputy Director Jerry Moore
Jerry Moore • jerry.moore@omes.ok.gov • 405-522-5828

Level 5: Contact OMES Executive Director John Suter
John Suter • john.suter@omes.ok.gov