



## CPO Announcement

State of Oklahoma  
Office of Management and Enterprise Services

**DATE:** Sept. 3, 2025.

**TO:** All CPOs.

**FROM:** Office of Management and Enterprise Services.

**SUBJECT:** Statewide contract descriptions updated in PeopleSoft

**Contact:** [Lesli Bajema](#)

To improve consistency and tracking, all statewide contracts in PeopleSoft have been updated with a new naming convention:

- **SW:** Stands for statewide.
- **Four-digit number:** Identifies the specific statewide contract.
- **M:** Indicates the statewide contract is mandatory.
  - Example: SW0003M WATER TREATMENT CHEM
- **SU:** Indicates the contract is State Use (all of which are mandatory).
  - Example: SW2001SU CLEAN MAINT SEC SVC
- **No letter:** Indicates a non-mandatory, or suggested, statewide contract.
  - Example: SW0117 ARMED SECURITY GRD SVC

These new descriptions will not change any functionality within PeopleSoft. While OMES Central Purchasing is developing a new system for the statewide contract website to improve search functions, the website itself remains unchanged for now.

Previously, the only way to know if a contract was mandatory was by checking the statewide contract search webpage. This information is now easily accessible in the [Statewide Contract Designations webpage](#). The state purchasing director determines whether a contract is mandatory or non-mandatory.