



Doing Business with Oklahoma County

Presented by: Cherokee Ballard, Oklahoma County Clerk's Office

Oklahoma County



Unincorporated
Commissioner Districts

County Commissioners

Jason Lowe, District 1



Brian Maughan, District 2



Myles Davidson, District 3



Public Safety

Tommie Johnson, Sheriff



Vicki Behenna, District Attorney



Rick Warren, Court Clerk



Operations

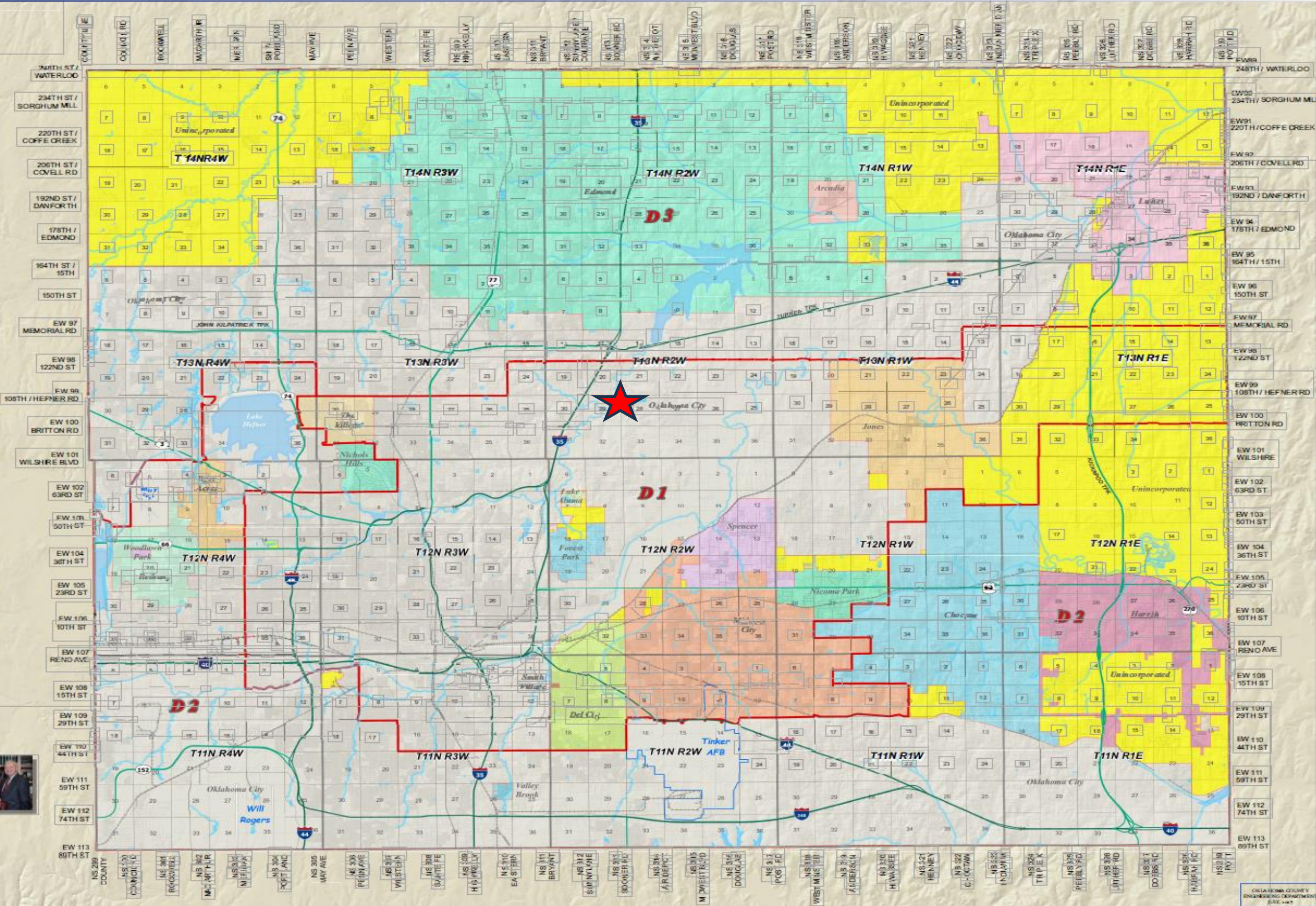
Maressa Treat, County Clerk



Forrest "Butch" Freeman, Treasurer



Larry Stein, Assessor



OKLAHOMA COUNTY
ENGINEERING DEPARTMENT
JULY 2015

Where to Find Oklahoma County Bid Solicitations



Journal Record Publications



Oklahoma County Vendors

<https://oklahomacovendors.munisselfservice.com>



Bid Net Direct

www.BidNetDirect.com

When Does Oklahoma County Issue Competitive Bids?

- The threshold for purchasing supplies, equipment and information technology is \$25,000 per department.
- The threshold for public improvements/construction services is \$100,000 per project.
- Oklahoma County has the ability to purchase from Oklahoma statewide contracts, GSA and other approved national cooperative programs (Sourcewell, OMNIA, Buy Board).

Purchases are made frequently for work and items that fall below these thresholds. Competitive quotes are often recommended. Be sure to register as a vendor to ensure all opportunities are available to you!



Becoming a State Contract Vendor

Supplier registration:

(Assistance for suppliers and payees.)

- 📞 405-521-2930 OMES Supplier Portal Line
- 🕒 9 a.m.-4 p.m., Monday-Thursday
- ✉ oksuppliers@omes.ok.gov
- 🌐 [State of Oklahoma Suppliers Guide](#)

Oklahoma County Bids

Oklahoma County issues approximately 20-30 solicitations for competitive bids every year. Some examples include:



**Roadway
construction**



**Janitorial
services**



**Landscape
maintenance**



**Janitorial
supplies**



**Highway
materials**



**Window
treatments**

Who Does Oklahoma County Award To?

- Oklahoma County considers and evaluates all complete bid submissions.
- Bids that fail to meet the solicitation requirements may be deemed ineligible for award.
- The Board of County Commissioners is the governing body with authority to award contracts.
- The Budget Board must approve funding for county projects in the annual budget.
- Oklahoma Statutes require awards to be made to the "**lowest responsive bidder.**" This allows for other factors such as quality, experience, better value and compliance with bid specifications to be considered when awarding.



How to Register to Become an Oklahoma County Vendor

Complete a New Vendor Packet

- Contact the Purchasing Team at 405-713-1489 or purchasing@oklahomacounty.org for a New Vendor Registration Packet.
- Complete packet, which includes W-9 and EFT information, and provide any applicable Certificates of Insurance.
- Completed packets are sent to our Accounts Payable Team, who then assigns a vendor number.



How to Register to Become an Oklahoma County Vendor, Continued:

Register through Vendor Self Service

- Visit the [Vendor Self Service website](#).
- Log in and register!

Register through BidNet

- Visit www.bidnetdirect.com.
- Select Vendor Registration.
- Complete registration as prompted.

****Step-by-step instructions and frequently asked questions provided in vendor registration packet.****



Office of Maressa Treat, Oklahoma County Clerk

Purchasing team contact information

- ☎ 405-713-1489
- 📍 Oklahoma County Annex Building
County Clerk's Office
320 Robert S. Kerr Ave., Ste 203
Oklahoma City, OK 73102
- 🕒 8:00 a.m.-5:00 p.m., Monday-Friday
- ✉ purchasing@oklahomacounty.org