

CENTRAL PURCHASING SERVICE MAP



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

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.

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.

Strategic Sourcing Contracts

Develops, solicits, awards and manages all agency solicitations and over 500 statewide contracts for use by government entities; works as conduit between agencies and suppliers to ensure taxpayer dollars are maximized.

State Use Program

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.

Agency Acquisitions

Assists state agencies with facilitating sole sources and other purchases that are statutorily exempt from competitive bidding when the acquisition exceeds the agency's approved and established purchasing threshold.

Procurement Compliance

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.

Procurement Systems Support

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.

State Purchase Card Program

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.

Supplier Registration

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.

Vendor Management

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.

Strategic Sourcing Manager

Lara Moore
lara.moore@omes.ok.gov
405-521-2827

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Lara Moore
lara.moore@omes.ok.gov
405-521-2827

Strategic Sourcing Manager

Amber Adams
lara.moore@omes.ok.gov
405-521-2827

Procurement Services Manager

Lesli Bajema
lesli.bajema@omes.ok.gov
405-521-6742

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lesli.bajema@omes.ok.gov
405-521-6742

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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