



**John S. Richard**  
Director

**Brad Henry**  
Governor

STATE OF OKLAHOMA  
DEPARTMENT OF CENTRAL SERVICES

**PROCUREMENT INFORMATION MEMORANDUM 99-01**

**TO: All Certified Procurement Officers**

REVISION DATE: August 17, 2006

SUBJECT: Procurement Information Memoranda

As a means of disseminating information to Certified Procurement Officers, we will periodically issue numbered and dated Procurement Information Memoranda. I encourage you to keep a separate file or binder of these memoranda as well as providing copies to others in your organization as necessary.

Point of contact for this memorandum is Keith Gentry, CPO, Contracts Manager  
Phone: 405-522-4878 E-mail: [keith\\_gentry@dcs.state.ok.us](mailto:keith_gentry@dcs.state.ok.us).

A handwritten signature in cursive script that reads "Betty Cairns".

Betty Cairns  
State Purchasing Director