

JOHN S. RICHARD  
Director



BRAD HENRY  
Governor

STATE OF OKLAHOMA  
DEPARTMENT OF CENTRAL SERVICES

November 8, 2006

AGENCY DIRECTORS

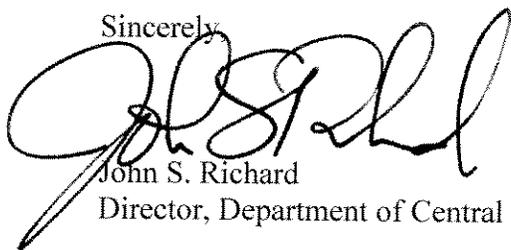
Dear Agency Director:

The Department of Central Services (DCS), Audit Unit will be periodically performing performance audits of statewide contracts. Users of the statewide contracts during the audit period may be requested to provide supporting documentation or inquiries to internal control questions based upon a sample extracted by the audit unit that reflects statewide purchases under the appropriate contract. The agency's Purchase Officer will be notified of these requests.

The statewide engagement letters which include the audit scope and objectives of each statewide contract audit and any additional information relating to these audits can be reviewed via the DCS Audit Unit's website, [www.dcs.ok.gov](http://www.dcs.ok.gov).

Thank you for your cooperation. If you have any questions, please contact JoRay McCoy, DCS Chief Auditor, at (405)522-2165.

Sincerely,



John S. Richard  
Director, Department of Central Services