



CPO Announcement

State of Oklahoma

Office of Management and Enterprise Services

Procurement professionals,

[Form CP109 Mandatory Statewide Contract Exception Request](#) has been revised with additional updates as of Jan. 30.

Please review the following clarifications regarding Form CP109 and statewide contract exceptions:

- Form CP109 only applies to Oklahoma statewide contracts. It does not apply to the State Use program or purchases made through OCI. This distinction is now noted on the form.
- Agencies are not required to obtain an exception from OMES Central Purchasing for purchases under \$5,000. However, agencies must still document why the mandatory contract does not meet their needs. In other words, the contract remains mandatory, and formal exceptions from CP are only required for purchases exceeding \$5,000.
- The \$5,000 threshold **only applies to purchases on mandatory statewide contracts**. All purchases from State Use and Oklahoma Correctional Industries must undergo the formal exception process, regardless of the purchase amount. [Form CP138 State Use Program Exception Request](#) is now available in the [CP Library](#) for agencies to request one-time State Use exceptions.
- Celonis flags require responses for all purchases that should be made on a statewide contract, regardless of the purchase amount. After documenting the reason for not utilizing an available statewide contract, you must submit the documentation to OMES Risk, Assessment and Compliance to resolve the flag.

Thank you,

Amanda Otis, Esq.

State Purchasing Director