



This addendum is added to and is to be considered part of the subject contract.

Statewide Contract #: SW0185

PeopleSoft Contract ID: Multiple

Contract Title: Equipment Rental

Contract Issuance Date: 01/14/2020

Contract Supplier: Multiple

Addendum # 005

Addendum Date: 09/29/2021

OMES Point of Contact:

Contracting Officer: Cini Zacharia

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Addendum Information: _____

This Addendum is issued to offer a new option for OMES Lockbox Procedures. Awarded Suppliers may contact the Contracting Officer for details.



OKLAHOMA
Office of Management
& Enterprise Services



Hello state vendor/state entity,

The Office of Management and Enterprise Services is making process improvements regarding paper checks. This new process creates greater efficiencies while maintaining the integrity of daily deposits.

What is changing?

BancFirst of Oklahoma offers a lockbox service where checks can be mailed to a P.O. Box and then scanned/documentated and electronically sent to OMES for deposits to be made.

What are the benefits?

- 100% fully electronic payment processing for faster processing times.
- Decrease in liability due to not handling physical checks.

What does this mean for you?

The OMES lockbox is for checks only. The only thing you have to do on your end is change the mailing address to **P.O. Box 248984, Oklahoma City, OK 73124-8984**. Again, this is only for accounts payable checks; our physical location is not moving.

If you prefer to drop off checks instead of sending them to the P.O. Box above, the physical location of BancFirst Tower is **100 N. Broadway Ave., Oklahoma City, OK 73102**. Additional details can be requested by emailing AccountsReivable@omes.ok.gov.

What if I don't want to send a check as payment?

Currently, OMES offers ACH/WIRE payment processing for even faster convenient payments.

For ACH delivery:

Bank routing number: 028000024
Account number: 20000011141384
Account name: State of Oklahoma

For wire transfers:

Bank routing number: 021000021
SWIFT code: CHASUS33
Bank reference address: JPMorgan Chase New York, NY
Account number: 20000011141384
Account name: State of Oklahoma

For any questions, please email
AccountsReivable@omes.ok.gov
or call 405-535-6851.