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**To:** WISDOM Kimberley \* DAS; KUMPULA Darwin \* DAS; Laughlin Barbara J; Domaschofsky, Sharon K; Curry, Julie A; RAND Shannon \* ODF; Laughlin Barbara J; CRAFT Nicole \* DCBS; HAMMITT Danae \* ODOE; CHOATE Tara \* OWEB; CORDSEN Mindy M \* WRD; AGLIETTI Miriha D \* DCBS; KAY Michelle \* WRD; VANHOOSE Kayla; CANFIELD Melissa L; MADSEN Stacy J  
**Cc:** "Phyllis Roberts"; STEIN Carter \* DAS; BRAZEAL Nicole M \* DAS; HELVEY Adam L \* DAS; KICZA Andy \* DAS; HARRIS DeAnna \* DAS; WARD Aaron \* DAS; Terri Grenda; BEDACHT Karolina \* DAS; HANNAN Jennifer S \* DAS; MILLER Travis \* DAS; PARENT Ryan \* DAS; MEDCALF Laura M \* DAS  
**Subject:** OregonBuys | OCM #10 Working with Suppliers  
**Date:** Tuesday, July 26, 2022 2:54:19 PM  
**Attachments:** [WebsiteDisclaimer.docx](#)  
[TalkingPointsForWorkingWithSuppliers.docx](#)  
**Importance:** High

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Dear OregonBuys Project Coordinators,

Today's change management message is all about how we're informing suppliers of Wave 1 changes. In that spirit, we're including the attached Website Disclaimer resource for agencies who want to post a website announcement about the switch to OregonBuys. (*Please do not distribute the Website Disclaimer to your staff*).

To get your staff up to speed, please edit the message below, copy/paste it into a new email, and send it to your affected agency staff **with the attached Talking Points for Working with Suppliers**:

As part of Go-live preparations, we want to share that DAS Procurement Services sent an email to all OregonBuys registered suppliers to make them aware of changes in how they will do business with Wave 1 agencies after August 1. Please [click here to read the supplier email](#), then take a few moments to review the attached talking points. The talking points have resources you can refer to moving forward as you work with suppliers.

This supplier outreach is another step to help ensure our agency is ready for August 1. We're excited as the countdown to Go-live has begun and look forward to working together toward a smooth transition. Please reach out if you have any questions or concerns.

Sincerely,

[Project Coordinator Name & contact info]

Thank you for your help in distributing this important information to your staff. Please reach out if I can help answer any questions for you.

Many thanks,



**AMY VELEZ**

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