

The Procurement Office Director and Buyers listed below are the only persons authorized to issue purchase orders and sign agreements for Fresno State.

Providing products or services without a purchase order or signed agreement from Procurement is considered an unauthorized order and may result in your company not being paid.

Fresno State Procurement & Support Services

5150 North Maple Avenue, MS JA111  
Fresno California 93740-8026  
Ph 559.278.2111  
Fx 559.278.4398

[www.fresnostate.edu/adminserv/purchasing](http://www.fresnostate.edu/adminserv/purchasing)

**Brian Cotham** Director  
bcotham@csufresno.edu

**Tom Siechert** ATI Procurement Program Manager  
tsiechert@csufresno.edu Technology

**BUYERS:**  
**Cheryl Loyko** Public Works,  
cloyko@csufresno.edu Commodities & Services

**Mary Owens** Commodities & Services  
mowens@csufresno.edu

**Andy Peterson** Commodities & Services  
apeterson@csufresno.edu

**Kevin Talozza** Commodities & Services  
ktalozza@csufresno.edu

**Lorrie Westcott** Public Works,  
lwestcot@csufresno.edu Commodities & Services

**Administrative Support**  
**Celia Gonzalez** cegonzalez@csufresno.edu

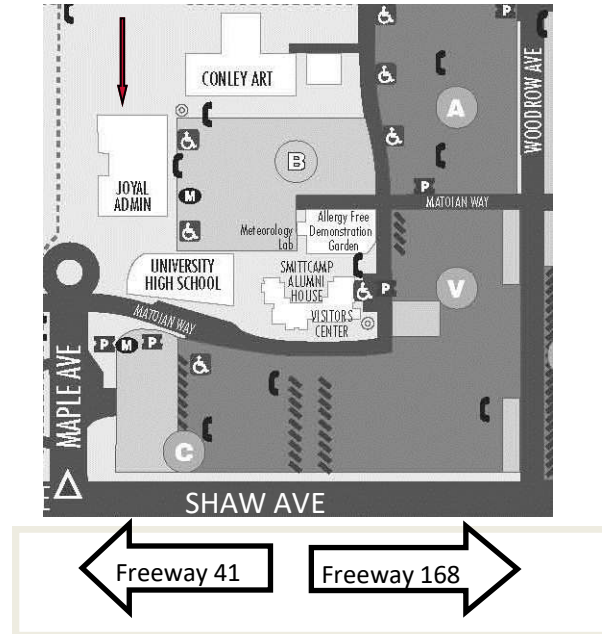
Procurement and Support Services is part of the Division of Administrative Services and is located at:

**Joyal Administration Building, Room 161**

5150 North Maple Avenue  
Mail Stop JA111  
Fresno CA 93740-8026  
ph 559.278.2111  
fx 559.278.4398

Business hours are 8:00 a.m. to 5:00 p.m. Monday through Friday except on legal and CSU holidays.

Summer Hours: 7:00 a.m. to 3:30 p.m.



Detailed color, and black & white, maps are available at [www.fresnostate.edu/map](http://www.fresnostate.edu/map)

# How To Do Business With



# FRESNO STATE

Discovery. Diversity. Distinction.

## Certified Small Businesses and Disabled Veteran Business Enterprises

As part of the CSU's continuing business opportunities and outreach program, Fresno State is actively seeking to do business with Small Businesses (SB) and Disabled Veteran Business Enterprises (DVBE). It is our policy to utilize these enterprises to the maximum extent possible.

Fresno State wants to ensure, in accordance with legislative requirements, that a fair proportion of its annual procurements are awarded to such firms offering dependable service and quality product at competitive prices.

Questions regarding SB and DVBE programs should be addressed to Fresno State's SB and DVBE Advocate:

Brian Cotham  
Small Business & DVBE Advocate  
ph 559.278.2111  
bcotham@csufresno.edu  
or  
Department of General Services  
Small Business & DVBE Service  
707 3rd Street, 1st Floor Room 400  
West Sacramento, CA 95605  
ph 916.375.4950  
[www.dgs.ca.gov/pd/home.aspx](http://www.dgs.ca.gov/pd/home.aspx)

## View Current Fresno State Bids for Commodities & Services

Visit [www.fresnostate.edu/purchasing](http://www.fresnostate.edu/purchasing) and Click the following links:

- "Purchasing" tab below blue header bar
- "Doing Business with Fresno State" in the sidebar
- "Bid Opportunities" in the sidebar
- "Click Here to Go to Online Bidding System"

You may need to complete a Free Registration, which will allow you to look up current bids, as well as be electronically notified of bids pertaining to goods or services your company may provide.



## Public Works & Professional Services Bidding

Public Works projects are divided into Major Capitol (\$656,000+) and Minor Capitol projects (<\$656,000). To compete for Major Capitol projects, your company must register with the CSU Chancellor's Office at [www.calstate.edu/cpdc/CM](http://www.calstate.edu/cpdc/CM)

Contractors interested in Minor Capital projects must prequalify with the Procurement Office at Fresno State by attending a Minor Capital Contractor Pre-Qual Orientation with a Public Works Buyer. You may call at any time to schedule your appointment.

Professional Services related to Public Works projects may include Inspectors of Record, architects, engineers, project managers, abatement/testing services, designers and consultants.

Minor capital Professional Services are selected on an as-needed basis directly by Facilities Management.

Major Capital Architects must prequalify with the CPDC Division of the CSU Chancellor's Office at: [www.calstate.edu/cpdc/ae/prequal](http://www.calstate.edu/cpdc/ae/prequal)