



Nathan Deal
Governor

Shawn Ryan
Commissioner

TO: CFOs, A/P Managers & APOs using TeamWorks

FROM: Kelly Dudley, Deputy State Accounting Officer
Lisa Eason, Deputy Commissioner, DOAS

DATE: December 17, 2018

RE: Virtual Payables New Vendors Added as of 12/17/2018

The State Accounting Office and the Department of Administrative Services are expanding the statewide contract supplier list for virtual payables. These new suppliers are being implemented on December 17, 2018. As a reminder, this payment method does not impact how you engage the suppliers or change the DOAS Georgia Procurement Manual (GPM) processes for procurement; it simply changes how these vendors are paid once an invoice is approved and a voucher posts to the AP module of TeamWorks. SAO has configured the payment method in TeamWorks to default to Virtual Payables with a default location of 000999. The expanded group of Statewide Contract Suppliers is listed below.

• DG Investment (Convergint Technologies) #0000197410	• Motorola Solutions #0000008244
• Visual Systems Group #0000195713	• Gulf States Distribution #0000015475
• GT Distributors Inc. #0000010762	• The Hon Company #0000008852
• OFS Brands Inc. #0000211198	• Exemplis LLC. #0000008086
• GC&E Systems Group #0000056907	• Motorola Solutions #0000008244

If you have any questions or need additional information, please refer to or contact:
TeamWorks Agency Help (SAO):

Information and FAQs: <https://sao.georgia.gov/business-process-policies#virtual>

TeamWorks Help Desk: **404-657-3956 or 888-896-7771** Select option #2, then option #3

Supplier/Vendor Help (DOAS): Ask suppliers to email virtual.payables@doas.ga.gov