

Division of Accounting
OFFICE OF COMMODITY AND CONTRACT PAYABLES
DIRECTORY OF CONTACTS
July 2021

OFFICE CHIEF	Vacant	(916) 227-9279
Service Payables Branch		
BRANCH CHIEF	Sandy Si	Phone (279) 234-2842 FAX (916) 227-9736
Processing Vendor Payments : Contracts, Leases, Legal Claims, Damage Claims, Construction-Major/Minor, Advances, CO-OP's, Training, Freight, Board of Control and Miscellaneous		
Section	Section Chief	Phone #
Service Payables I	Teresa Naraval	(279) 234-2934
Service Payables II	Loretta Wong	(279) 234-2964
Service Payables III	Yu Sum Wong	(279) 234-2871

Alpha Service Contract Distribution	Accountant	Phone #	Section
A			
Aa – Ad	Jaime Navarrete	(279) 234-2952	Service Payables III
Ae – Az	Chester Yu	(279) 234-2959	Service Payables III
AECOM	Patricia Valencia	(279) 234-2732	Service Payables III
Administrative Hearings, Office of	Jaime Navarrete	(279) 234-2952	Service Payables III
Alta Vista (District 4)	Allan Harlow	(279) 234-2972	Service Payables III
Alta Vista (District 7)	Chester Yu	(279) 234-2959	Service Payables III
Alta Vista Solutions (HQ)	Lisa Simpson	(279) 234-2809	Service Payables III
American Express	Lisa Simpson	(279) 234-2809	Service Payables III
AT & T	Chester Yu	(279) 234-2959	Service Payables III
A - Lease	Debbie Jee	(279) 234-2783	Service Payables III
B			
B Acronyms	Trin Widjaja	(279) 234-2923	Service Payables I
Ba	Gabiella Bowers	(279) 234-2772	Service Payables I
Be	Katherine Oda	(279) 234-2987	Service Payables I

Alpha Service Contract Distribution	Accountant	Phone #	Section
Bi & Bl	Kala Jajoor	(279) 234-2876	Service Payables I
Bo	Ame Cruz	(279) 234-2745	Service Payables I
Br	Penny Lee	(279) 234-2870	Service Payables I
Bu	Penny Lee	(279) 234-2870	Service Payables I
B - Lease	Katherine Oda	(279) 234-2987	Service Payables I
Branch Production Reports	Lisa Simpson	(279) 234-2809	Service Payables III
C			
Ca – Cn	Allan Harlow	(279) 234-2972	Service Payables III
Co	Debbie Jee	(279) 234-2783	Service Payables III
Cp – Cz	Patricia Valencia	(279) 234-2732	Service Payables III
Ca-Ci – Lease	Debbie Jee	(279) 234-2783	Service Payables III
Cj- Cz – Lease	Alilliana Wong	(279) 234-2877	Service Payables III
CCC – California Conservation Corps	Allan Harlow	(279) 234-2972	Service Payables III
CHP – California Highway Patrol	Linda Procida	(279) 234-2973	Service Payables I
D			
D	Patricia Valencia	(279) 234-2732	Service Payables III
D - Lease	Debbie Jee	(279) 234-2783	Service Payables III
DPO	Kimberly Nguyen	(279) 234-2947	Service Payables II
E			
E	Jacey Low	(279) 234-2750	Service Payables I
E – Lease	Ame Cruz	(279) 234-2745	Service Payables I
EDD – Employment Development Dept. Invoices	Jacey Low	(279) 234-2750	Service Payables I
EFT – Lease	Alilliana Wong	(279) 234-2877	Service Payables III
EFT – Enrollment –Service Contracts	Lisa Simpson	(279) 234-2809	Service Payables III
EFT – Enrollment - Major Construction Contracts	Kala Jajoor	(279) 234-2876	Service Payables I
Escrow Accounts	Kala Jajoor	(279) 234-2876	Service Payables I
F			
F	Penny Lee	(279) 234-2870	Service Payables I
F – Lease	Katherine Oda	(279) 234-2987	Service Payables I
FTB – Franchise Tax Board -Back up Withholdings (7%)	Ame Cruz	(279) 234-2745	Service Payables I
Freight	Vacant (Please mail Invoices to Loretta Wong, or MS25)	(279) 234-2964	Service Payables II

Alpha Service Contract Distribution	Accountant	Phone #	Section
G			
G	Vacant (Please mail Invoices to Loretta Wong, or MS25)	(279) 234-2964	Service Payables II
G – Lease	Vacant (Please mail Invoices to Loretta Wong, or MS25)	(279) 234-2964	Service Payables II
H			
H	Trin Widjaja	(279) 234-2923	Service Payables I
H – Lease	Linda Procida	(279) 234-2973	Service Payables I
I			
I	Kala Jajoor	(279) 234-2876	Service Payables I
I – Lease	Ame Cruz	(279) 234-2745	Service Payables I
J			
J	Trin Widjaja	(279) 234-2923	Service Payables I
J – Lease	Kala Jajoor	(279) 234-2876	Service Payables I
K			
K	Ame Cruz	(279) 234-2745	Service Payables I
K – Lease	Kala Jajoor	(279) 234-2876	Service Payables I
L			
L	Vacant (Please mail Invoices to Loretta Wong, or MS25)	(279) 234-2964	Service Payables II
L – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
Labor Compliance – Major Construction Contracts	Katherine Oda	(279) 234-2987	Service Payables I
Legal (Settlements, Tort)	Maggie Martinez	(279) 234-2991	Service Payables II

Alpha Service Contract Distribution	Accountant	Phone #	Section
Legislative Bills	Katherine Oda	(279) 234-2987	Service Payables I
Levies	Katherine Oda	(279) 234-2987	Service Payables I
Liens	Katherine Oda	(279) 234-2987	Service Payables I
L (MGAX)	Tiffany Loke	(279) 234-2832	Service Payables II
M			
M	George Onut	(279) 234-2998	Service Payables II
M – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
Minor B (all alphas)	Kimberly Nguyen	(279) 234-2947	Service Payables II
N			
N	Christina Jimenez	(279) 234-2968	Service Payables II
N – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
N (MGAX)	Vealeta Zhuk	(279) 234-2770	Service Payables II
O			
O	Ame Cruz	(279) 234-2745	Service Payables I
O – Lease	Ame Cruz	(279) 234-2745	Service Payables I
Office of Administrative Hearings	Jaime Navarrete	(279) 234-2952	Service Payables III
ORF Reimbursement (Fund 048)	Vacant (Please mail Invoices to Loretta Wong, or MS25)	(279) 234-2964	Service Payables II
OWP PL Funds	Lisa Simpson	(279) 234-2809	Service Payables III
P			
P	Vealeta Zhuk	(279) 234-2770	Service Payables II
P – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
Personal Property Claims	Vacant (Please mail Invoices to Loretta Wong, or MS25)	(279) 234-2964	Service Payables II
PISA Payments	Linda Procida	(279) 234-2973	Service Payables I
Q			
Q	Kimberly Nguyen	(279) 234-2947	Service Payables II
Q – Lease	Kimberly Nguyen	(279) 234-2947	Service Payables II

Alpha Service Contract Distribution	Accountant	Phone #	Section
R			
R	Jacey Low	(279) 234-2750	Service Payables I
R – Lease	Linda Procida	(279) 234-2973	Service Payables I
Railroad (all alphas)	George Onut	(279) 234-2998	Service Payables II
Recology	Gabriella Bowers	(279) 234-2772	Service Payables I
Republic Service	Gabriella Bowers	(279) 234-2772	Service Payables I
S			
S – Sa (excluding Safety Kleen)	Lisa Simpson	(279) 234-2809	Service Payables III
Safety Kleen	Debbie Jee	(279) 234-2783	Service Payables III
Sales and Use Tax	Kimberly Nguyen	(279) 234-2947	Service Payables II
Sb – Sh	Patricia Valencia	(279) 234-2732	Service Payables III
Si-St	Richard Lam	(279) 234-2889	Service Payables III
Su- Sz	Patricia Valencia	(279) 234-2732	Service Payables III
S – Lease	Allan Harlow	(279) 234-2972	Service Payables III
Separation of Duties Report	Alilliana Wong	(279) 234-2877	Service Payables III
Stipend Payments	Kala Jajoor	(279) 234-2876	Service Payables I
Stop Notices	Katherine Oda	(279) 234-2987	Service Payables I
Student Assistant Contract (CCF & University Enterprises)	Debbie Jee	(279) 234-2783	Service Payables III
T			
T	Maggie Martinez	(279) 234-2991	Service Payables II
T - Lease	Maggie Martinez	(279) 234-2991	Service Payables II
Tax and Fee Administration	Maggie Martinez	(279) 234-2991	Service Payables II
1099 Caltrans Inquiry Line	Alilliana Wong	(866)250-2086	Service Payables III
1099 Desk	Alilliana Wong	(279) 234-2877	Service Payables III
27A – ORF Deficiency Claims	Vacant (Please mail Invoices to Loretta Wong, or MS25)	(279) 234-2964	Service Payables II
U			
U	Richard Lam	(279) 234-2889	Service Payables III
U – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
Uniform Cleaning	Gabriella Bowers	(279) 234-2772	Service Payables I

Alpha Service Contract Distribution	Accountant	Phone #	Section
V			
V	Christina Jimenez	(279) 234-2968	Service Payables II
V – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
V (MGAX)	Vealeta Zhuk	(279) 234-2770	Service Payables II
W			
W	Tiphany Loke	(279) 234-2832	Service Payables II
W – Lease	Debbie Jee	(279) 234-2783	Service Payables III
W (MGAX)	Lisa Simpson	(279) 234-2809	Service Payables III
X			
X	Tiphany Loke	(279) 234-2832	Service Payables II
X – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
Y			
Y	Tiphany Loke	(279) 234-2832	Service Payables II
Y – Lease	Maggie Martinez	(279) 234-2991	Service Payables II
Z			
Z	Tiphany Loke	(279) 234-2832	Service Payables II
Z – Lease	Maggie Martinez	(279) 234-2991	Service Payables II

*Service Payables Alpha Determination

Commodity & CAL-Card Payments Branch		
BRANCH CHIEF	<u>Lupe Vallejo</u>	(279) 234-2734 FAX (916) 227-8881
<i><u>Processing Vendor Payments:</u> CAL-Card, Purchase Orders & Support Encumbrance Policy</i>		
Commodity Payments - Section Chief	<u>Lenka Johnson</u>	(279) 234-2811 Fax (916) 227-4198
Commodity Payments (DPAC POs)		
Support Encumbrance Policy	<u>Saim Kayani</u>	(279) 234-2839
Lead Person	<u>Vera Bool</u>	(279) 234-2882
Payment Approving Sr. AO	<u>Anwar Ali</u>	(279) 234-2874
District 1, 5, 7, 11, & 12	<u>Sergei Pavlov</u>	(279) 234-2812
District 4, 9, 16, & 99 (Signs)	<u>Ludov (Luba) Fedorov</u>	(279) 234-2771
District 2, 6, & 8	<u>Gary Myrick</u>	(279) 234-2853
District 10 & HQ (D20-D95), & GSPOs	<u>Marialena Vang</u>	(279) 234-2757
District 3	<u>Koua Thao</u>	(279) 234-2827
Shop Payments - Section Chief	<u>Xiaoli Jin</u>	(916) 227-9324 Fax (916) 227-8881
Shop Payments (Division of Equipment POs)		
Lead Person – POs	<u>Gwinny Chan</u>	(916) 639-8772
Lead Person – POs	<u>Maria Mercado</u>	(916) 639-8656
A, J, P, & W	<u>Priti Suthar</u>	(916) 698-7331
E, I, M, N, & U	<u>Jade Xie</u>	(279) 234-2843
B, F, L, Q, R, & V	<u>Vyacheslav (Slava) Zhuk</u>	(279) 234-2739
H, K, S, & T	<u>Trang Le</u>	(916) 639-9838
C, D, & Riverview	<u>Robert Moctezuma</u>	(279) 234-2852
G, Napa, O, X, Y, & Z	<u>Veronica Sandoval</u>	(279) 234-2990

CAL-Card Payments – Section Chief	<u>Cindy Buhagiar</u>	(279) 234-2748 Fax (916) 227-8881
CAL-Card, Courier, and Bulk Fuel Payments		
Lead Person - District 9, 10, & 12	<u>Koua Thao</u>	(279) 234-2827
Lead Person – District 2	<u>Kawai (Wayne) Tsang</u>	(279) 234-2913
Lead Person - (SHOP District 1-12 & HQ)	<u>Regina Sanchez</u>	(279) 234-2760
District – 4 & 7	<u>Harry Lam</u>	(279) 234-2847
District – 5, 6, & 11	<u>Oksana Pavlov</u>	(279) 234-2861
District – 3 & 8	<u>Geraldine Briones</u>	(279) 234-2866
District – 1 & HQ Levels	<u>Lisa Ma</u>	(279) 234-2888
District – Out on Special Assignment	<u>Clair Cook</u>	(279) 234-2800

***Service Payables Alpha Determination**

1. For invoices beginning with State, California State or other references to State; see [State of California Agency directory](#) for alpha determination.
Example: State of California, Department of Insurance. This is an "I".
2. For invoices beginning with City, County or other reference to a City or County, the name of the City or County will be used for alpha determination.
Example: City of Sacramento, Sacramento City. These are "S".
Example: County of Los Angeles, Los Angeles County. These are "L".
3. For invoices which contain a last name in the title, the last name will be used for alpha determination. Example: Robert James, Company. This is "J".
Example: William Smith. This is "S".
4. For invoices with no last name in the company title, the first name or reference will be used for alpha determination. Example: Ace Hardware. This is an "A".
5. For invoices with all last names, use first last name for alpha determination. Example: Boster, Kobayashi & Associates. This is a "Bo".
Example: Brown & Caldwell. This is a "Br".
6. For invoices with University and U.C. Regents, use the City for alpha determination.
Example: University of California, Berkley. This is "Be". Example:
U.C. Regent, Irvine. This is "I".
Example: California State University, Sacramento. This is "S".