

**Virginia Department of Corrections**  
**Headquarters Procurement Unit**  
**Buyer Commodity Assignment**

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**Christopher Cole, VCO**

*Director of Procurement & Risk Mgt.*

Phone: 804-887-8332

E-mail: [christopher.cole@vadoc.virginia.gov](mailto:christopher.cole@vadoc.virginia.gov)

eVA Administrator

Professional & Nonprofessional Services

Small Purchase Charge Card Admin. (Backup)

**Peter Batley, VCO, CPPB**

*Purchasing Manager*

Phone: 804-887-8233

E-mail: [peter.batley@vadoc.virginia.gov](mailto:peter.batley@vadoc.virginia.gov)

eVA Administrator

Professional & Nonprofessional Services

Surplus Property Officer (Backup)

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**Mary Jones, VCA**

*Program Support Technician*

Phone: 804-887-8071

E-mail: [mary.jones@vadoc.virginia.gov](mailto:mary.jones@vadoc.virginia.gov)

Clothing (other than VCE)

Office Supplies

Publications/ Printed Materials

VCE Goods & Services

VDC

VIB Products & Services

eVA State-Entered Vendors

Small Purchase Charge Card Admin (Backup)

Surplus Property Officer (Backup)

**Cynthia Creed, VCO**

*Procurement Specialist Senior*

Phone: 804-887-8330

E-mail: [cynthia.creed@vadoc.virginia.gov](mailto:cynthia.creed@vadoc.virginia.gov)

Copiers

Environmental Services Support

Farmers Market/Agribusiness

Laboratory Supplies

Offender Peer Support Services

Small Purchase Charge Card Administrator

(Commodity Backup: Kimberlee Hall)

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**Vacant**

*Procurement Specialist*

Phone: 804-887-8461

E-mail:

Community Residential Services

Interpreter Services

PREA Services

Sex Offender Treatment Services

VASAVOR

(Commodity Backup: Nicole Hicks)

**Kasha Garris, VCA**

*Procurement Specialist*

Phone: 804-887-7787

E-mail: [kasha.garris@vadoc.virginia.gov](mailto:kasha.garris@vadoc.virginia.gov)

Faith-Based Services

Janitorial Services

Polygraph Services

Research Unit

Refuse & Waste Disposal Services

Vending

(Commodity Backup: Vacant)

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**Kimberlee Hall, VCO**

*Procurement Specialist Senior*

Phone: 804-887-8440

E-mail: [kimberlee.hall@vadoc.virginia.gov](mailto:kimberlee.hall@vadoc.virginia.gov)

Conference Services & Training Services

Drug Testing

Education

Food Service Goods & Services

Fuels

Mailing Systems

Temp Services

Vehicles & Vehicle Repairs

**Surplus Property Officer**

*(Commodity Backup: Cindy Creed)*

**Nicole Hicks, VCO**

*Senior IT Procurement Specialist*

Phone: 804-887-8224

E-mail: [nicole.hicks@vadoc.virginia.gov](mailto:nicole.hicks@vadoc.virginia.gov)

Information Technology Goods & Services

*(Commodity Backup: Peter Batley)*

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**Cassandra Jackson, VCO**

*Procurement Specialist Senior*

Phone: 804-887-8225

E-mail: [cassandra.jackson@vadoc.virginia.gov](mailto:cassandra.jackson@vadoc.virginia.gov)

Commissary Programs

Complex Health Services

Lab/Medical Testing

Mental Health Professional Services

Optometry Services

Pharmacy

Temporary Medical Services

*(Commodity Backup: Becky Mahone)*

**Becky Shumaker Mahone, VCO**

*Procurement Specialist Senior*

Phone: 804-887-8231

E-mail: [becky.shumaker@vadoc.virginia.gov](mailto:becky.shumaker@vadoc.virginia.gov)

Building & Grounds Goods & Services

Dental Goods & Services

Physician Services

Radios/Radio Equipment

Security & Safety Goods & Services

*(Commodity Backup: Cassandra Jackson)*

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**Vacant**

*Procurement Specialist*

Phone: 804-887-8253

E-mail:

ACA Accreditation

Inpatient Substance Use Disorder Treatment

Outpatient Substance Use Disorder Treatment

Reentry & Program Services

Satellite TV Services

*(Commodity Backup: Kasha Garris)*