

ProcureAz Alert

Date: February 26, 2016

To: State Agencies

From: ProcureAZ Help Desk

Re: "Stuck" Documents will be Unlocked Tonight 2-26-16

Documents locked in a pending status in ProcureAZ will be unlocked tonight after close of business. As of this morning requisitions are the only documents found in a locked status:

Agency	Nbr of Reqs
ADES	2
ADHS	2
ADOC	21
ADOT	5
ADPS	7
ADSPO (Lottery)	1
Grand Total	38

The list of specific documents is attached. A follow up email will be sent after the unlock process is complete.

The next **scheduled** evening to unlock documents is Friday, March 4th. If significant system performance issues occur prior to that date the process will be run sooner.

If you have any questions or concerns, please contact the Help Desk at 602-542-7600, option 3, or email procure@azdoa.gov.

Thank you!

PROCUREAZ HELP DESK
602-542-7600
procure@azdoa.gov