

ProcureAz Alert

Date: April 28, 2016

To: State Agencies

From: ProcureAZ Help Desk

Re: "Stuck" Documents will be Unlocked Tonight 4-28-16

Documents locked in a pending status in ProcureAZ will be unlocked tonight after close of business. As of this morning the following agencies had locked documents (this week all are requisitions):

Agency	Nbr of Reqs
ADHS	3
ADOC	13
Grand Total	16

The list of specific documents is attached. A follow up email will be sent after the unlock process is complete. If requisitions have processed through to POs and have been sent to their respective vendors, the warning message is still present and will be removed.

The next **scheduled** evening to unlock documents is Friday, May 6th. 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

Agency	Req Nbr	Purchaser		Email
ADHS	ADHS16-00418674	Rebecca	O'Brien	obrienr@azdhs.gov
ADHS	ADHS16-00418715	Rebecca	O'Brien	obrienr@azdhs.gov
ADHS	ADHS16-00418749	Rebecca	O'Brien	obrienr@azdhs.gov
ADOC	ADOC16-00419531	Marissa	Moreno	mmoreno3@azcorrections.gov
ADOC	ADOC16-00419532	Patty	Scott	pscott@azcorrections.gov
ADOC	ADOC16-00420020	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00418153	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00418166	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00418225	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00418526	Marissa	Moreno	mmoreno3@azcorrections.gov
ADOC	ADOC16-00416299	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00416328	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00416339	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00416355	Rebecca	Campbell	RCAMPBELL@azcorrections.gov
ADOC	ADOC16-00420283	Jullie	Dominy	jdominy@azcorrections.gov
ADOC	ADOC16-00420288	Jullie	Dominy	jdominy@azcorrections.gov