ProcureAz Alert

Date: July 23, 2016

To: State Agencies

From: ProcureAZ Help Desk

Re: "Stuck" Documents Unlocked Friday 7-22-16

The list of specific documents unlocked on Friday, July 22nd, is attached with comments on the state of each one. **The Help Desk cannot remove warning messages from receipts – please try to re-process with the yellow warning still present.** The following agencies have documents that may now be processed:

Agency	Nbr of Reqs	Nbr of Rcpts
ADCS	26	
ADEQ	4	
ADES	1	
ADHS	20	
ADOA		
ASET	4	
BSD	1	
Dir Ofc	1	
EPS	1	
GSD	4	
ADOT	3	
ADPS	22	
AHCCCS	3	
ICA		1
Total	**90**	**1**

The next **scheduled** evening to unlock documents is Friday, July 29th. If significant system performance issues occur prior to that date the process will be run sooner.

- If you have the same documents showing up as locked for multiple weeks, it is likely caused by a known defect when list & approve is used by a proxy user instead of approving documents individually on the Summary tab.

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!

Agency	Dept	Req Nbr	Comment
ADCS		ADCS17-00445696	Already gone to PO in Sent status
ADCS		ADCS17-00445714	Already gone to PO in Sent status
ADCS		ADCS17-00445725	Already gone to PO in Sent status
ADCS		ADCS17-00445962	Ready for next approver
ADCS		ADCS17-00445963	Ready for next approver
ADCS		ADCS17-00445965	Ready for next approver
ADCS		ADCS17-00445966	Ready for next approver
ADCS		ADCS17-00446028	Release requisition ready to be converted to PO by a **Basic Purchasing** user
ADCS		ADCS17-00446033	Release requisition ready to be converted to PO by a **Basic Purchasing** user
ADCS		ADCS17-00446038	Already gone to PO in Sent status
ADCS		ADCS17-00448273	Already gone to PO in Sent status
ADCS		ADCS17-00448498	Release requisition ready to be converted to PO by a **Basic Purchasing** user
ADCS		ADCS17-00448517	Already gone to PO in Sent status
ADCS		ADCS17-00448580	Release requisition ready to be converted to PO by a **Basic Purchasing** user
ADCS		ADCS17-00448583	Already gone to PO in Sent status
ADCS		ADCS17-00448588	Already gone to PO in Sent status
ADCS		ADCS17-00448736	Already gone to PO in Sent status
ADCS		ADCS17-00448807	Already gone to PO in Ready to Send status
ADCS		ADCS17-00448812	Already gone to PO in Sent status
ADCS		ADCS17-00448821	Already gone to PO in Sent status
ADCS		ADCS17-00455088	Ready for next approver
ADCS		ADCS17-00455170	Ready for next approver
ADCS		ADCS17-00455180	Already gone to PO (RPA) in Complete Receipt status
ADCS		ADCS17-00455227	Ready for next approver
ADCS		ADCS17-00455244	Ready for next approver
ADCS		ADCS17-00455326	Ready for next approver
ADEQ		ADEQ17-00453507	Already gone to PO in Sent status
ADEQ		ADEQ17-00454100	Already gone to PO in Sent status
ADEQ		ADEQ17-00454244	Already gone to PO in Sent status
ADEQ		ADEQ17-00454385	Already gone to PO in Sent status
ADES		ADES17-00439818	Ready for next approver
ADHS		ADHS17-00440809	Already gone to PO in Sent status
ADHS		ADHS17-00440905	Already gone to PO in Sent status
ADHS		ADHS17-00440920	Already gone to PO in Sent status
ADHS		ADHS17-00440931	Already gone to PO in Sent status
ADHS		ADHS17-00441043	Already gone to PO in Sent status
ADHS		ADHS17-00441056	Already gone to PO in Sent status
ADHS		ADHS17-00441064	Already gone to PO in Sent status

ADHS	ADHS17-00441070	Already gone to PO in Sent status
ADHS	ADHS17-00455142	Already gone to PO in Sent status
ADHS	ADHS17-00455147	Already gone to PO in Sent status
ADHS	ADHS17-00455153	Release requisition ready to be converted to PO by a **Basic Purchasing** user
ADHS	ADHS17-00455160	Already gone to PO in Sent status
ADHS	ADHS17-00455167	Release requisition ready to be converted to PO by a **Basic Purchasing** user
ADHS	ADHS17-00455173	Already gone to PO in Sent status
ADHS	ADHS17-00455176	Already gone to PO in Sent status
ADHS	ADHS17-00455184	Already gone to PO in Sent status
ADHS	ADHS17-00455194	Already gone to PO in Sent status
ADHS	ADHS17-00455198	Already gone to PO in Sent status
ADHS	ADHS17-00455203	Already gone to PO in Sent status
ADHS	ADHS17-00455231	Already gone to PO in Sent status
ADOT	ADOT17-00453196	Ready for next approver
ADOT	ADOT17-00453260	Already gone to PO in Sent status
ADOT	ADOT17-00455790	Ready for next approver
ADPS	ADPS17-00450771	Ready for next approver
ADPS	ADPS17-00450868	Ready for next approver
ADPS	ADPS17-00450961	Ready for next approver
ADPS	ADPS17-00451032	Ready for next approver
ADPS	ADPS17-00451122	Ready for next approver
ADPS	ADPS17-00451167	Ready for next approver
ADPS	ADPS17-00451213	Ready for next approver
ADPS	ADPS17-00451407	Ready for next approver
ADPS	ADPS17-00451981	Ready for next approver
ADPS	ADPS17-00451990	Ready for next approver
ADPS	ADPS17-00452038	Ready for next approver
ADPS	ADPS17-00452064	Ready for next approver
ADPS	ADPS17-00453446	Ready for next approver
ADPS	ADPS17-00453914	Already gone to PO in Ready to Send status; please try sending the PO again and if it fails, contact your budget office to make sure the function being used is correct.
ADPS	ADPS17-00453943	Already gone to PO in Sent status
ADPS	ADPS17-00454188	Already gone to PO in Ready to Send status
ADPS	ADPS17-00454262	Already gone to PO; please contact the Help Desk for assistance changing the line item causing the red error message
ADPS	ADPS17-00455037	Ready for next approver
ADPS	ADPS17-00450504	Ready for next approver
ADPS	ADPS17-00450507	Ready for next approver
ADPS	ADPS17-00450515	Ready for next approver

ADPS		ADPS17-00450541	Ready for next approver
ADOA	ASET	ADSPO17-00451719	Open Market req ready to be converted to PO by a Basic Purchasing user
ADOA	ASET	ADSPO17-00452331	Already gone to PO in Sent status
ADOA	ASET	ADSPO17-00452402	Already gone to PO in Sent status
ADOA	ASET	ADSPO17-00454783	Already gone to PO in Sent status
ADOA	BSD	ADSPO17-00445857	Open Market req ready to be converted to PO by a Basic Purchasing user
ADOA	Director's (	ADSPO17-00452563	Ready for next approver
ADOA	EPS	ADSPO17-00455856	Already gone to PO in Partial Receipt status
ADOA	GSD	ADSPO17-00455867	Already gone to PO in Ready to Send status
ADOA	GSD	ADSPO17-00455897	Already gone to PO in Ready to Send status
ADOA	GSD	ADSPO17-00455949	Already gone to PO in Sent status
ADOA	GSD	ADSPO17-00456011	Open Market req ready to be converted to PO by a Basic Purchasing user
AHCCCS		AHCCCS17-00456188	Release requisition ready to be converted to PO by a **Basic Purchasing** user
AHCCCS		AHCCCS17-00456324	Release requisition ready to be converted to PO by a **Basic Purchasing** user
AHCCCS		AHCCCS17-00456423	Release requisition ready to be converted to PO by a **Basic Purchasing** user