

ProcureAz Alert

Date: August 21, 2016
To: State Agencies
From: ProcureAZ Help Desk
Re: "Stuck" Documents Unlocked Friday 8 - 19 - 16

The list of specific documents unlocked on Friday, August 19th, is attached with comments on the state of each one. The following agencies have documents that may now be processed:

Agency	Nbr of Reqs
ADES	1
ADOT	1
ADPS	15
ADVS	2
AHCCCS	1
Parks	4
Grand Total	24

The next **scheduled** evening to unlock documents is Friday, August 26th. 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 on the Summary tab individually.

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	Dept	Req Nbr	Est Cost	Comment
ADES	DEA5000	ADES17-00465440	\$ 311.80	Already gone to PO in Sent status
ADOT	DT2FAC	ADOT17-00467404	\$ 791.18	Direct Open Market requisition ready to be converted to PO by the requestor
ADPS	DPSASD	ADPS17-00453487	\$ 504.00	Already gone to PO in Sent status
ADPS	DPSDIR	ADPS17-00462108	\$ 851.80	Already gone to PO in Sent status
ADPS	DPSASD	ADPS17-00463552	\$ 343.03	RPA requisition ready for next approver
ADPS	DPSASD	ADPS17-00463563	\$ 116.50	RPA requisition ready for next approver
ADPS	DPSASD	ADPS17-00463955	\$ 249.03	RPA requisition ready for next approver
ADPS	DPSASD	ADPS17-00463960	\$ 949.36	RPA requisition ready for next approver
ADPS	DPSASD	ADPS17-00463969	\$ 89.99	RPA requisition ready for next approver
ADPS	DPSASD	ADPS17-00466323	\$ 560.99	Already gone to PO in Complete Receipt status
ADPS	DPSASD	ADPS17-00466414	\$ 1,685.90	Already gone to PO in Sent status
ADPS	DPSASD	ADPS17-00466489	\$ 374.26	Already gone to PO in Sent status
ADPS	DPSASD	ADPS17-00466545	\$ 555.64	Already gone to PO in Sent status
ADPS	DPSASD	ADPS17-00466915	\$ 75.00	Already gone to PO in Sent status
ADPS	DPSASD	ADPS17-00467015	\$ 4,495.88	Already gone to PO in Sent status
ADPS	DPSASD	ADPS17-00467041	\$ 1,273.18	Already gone to PO in Closed status
ADPS	DPSASD	ADPS17-00467060	\$ 49.00	Already gone to PO in Complete Receipt status
ADVS	VSD	ADVS17-00466696	\$ 86.39	Release requisition ready to be converted to PO by a BASIC PURCHASING user
ADVS	VETHOME	ADVS17-00466712	\$ 240.00	Already gone to PO in Sent status
AHCCCS	OOD	AHCCCS17-00462039	\$ 64,000.00	Already gone to PO in Complete Receipt status
Parks	ASPB	ADSP017-00467361	\$ 719.39	Already gone to PO in Sent status
Parks	ASPB	ADSP017-00467393	\$ 250.00	Direct Open Market requisition ready to be converted to PO by the requestor
Parks	ASPB	ADSP017-00467430	\$ 750.00	Direct Open Market requisition ready to be converted to PO by the requestor

Parks	ASPB	ADSP017-00467553	\$ 1,000.00	Next approver needs to either fix the accounting (an entry in the Department Object field is required) or disapprove it for the originator
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