

ProcureAz Alert

Date: November 12, 2016
To: State Agencies
From: ProcureAZ Help Desk
Re: "Stuck" Documents Unlocked Friday 11-11-16

The list of specific documents unlocked on Friday, November 11th, is attached with comments on the state of each one. The following agencies have documents that may now be processed:

Agency	Nbr of Reqs
TEA	1
Grand Total	8

The next **scheduled** evening to unlock documents is Friday, November 18th. 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
TEA	TEA	ADSP017-00498716	\$ 39.90	Already gone to PO in Sent status