

PROCUREMENT & WAREHOUSING SERVICES

FINANCIAL ANALYSIS WORKSHEET

BID INFORMATION				
New Bid # (Ex: 10-004R):	N/A	Preparation Date:	September 18, 2019	
Previous Bid # (Ex: 10-004R):	17-040B	Buyer/PA:	KARLENE GRANT	
New Bid Award Total:	\$247,000	Bid Title:	DIPLOMAS AND CERTIFICATES OF COMPLETION	
Previous Award Total:	\$182,000			
Bid Type:	RENEWAL OF BID			
Previous Bid Term (Start Date):	1/1/2017	New Bid Term (In Months):	12	
Previous Bid Term (End Date):	12/31/2019	# of Months Into Bid:	32	
CREAD REPORTING				

SPEND REPORTING		
Purchase Order(s) Spend:	\$171,529	
P Card Purchases:	\$0	
Total Invoiced-to-Date Amount (PO + Pcard Purchases):	\$171,529	
Average Monthly Expenditure:	\$5,360	
Unused Authorized Spending:	\$10,471	
Est Forecasted Spand (For Entire Rid Term):		

st. Forecasted Spend (For Entire Bid Term):

VENDOR INFORMATION				
Awarded Vendors:	M/WBE Status (If applicable):	Spend:		
131210-HERFF JONES LLC - DIPLOMAS		\$ 171,529		
	PO VENDOR SPEND:	\$ 171,529		
	P-CARD SPEND:	\$ -		
	TOTAL SPEND:	\$ 171,529		

NOTES (Type Below):	:
---------------------	---

Default Funding Source*		Department/School & Sign-off Information*	
Cost Center	Various Schools	Name (First & Last)	Ralph Aiello
Fund	1000	Title	Director
Functional Area	5652000000000000	Department/School Name	School Counseling & Brace Advisement
Commitment Item	55110000	Sign-off provided by	Jose Laverde, Ph.D.

^{*}To ensure accuracy, pease type in or select from the menu for the Default Funding Source and Department Information (No hand written information)

Data Source: SAP and Works (Bank of America system)	Prepared on:	10/21/2019