

PROCUREMENT & WAREHOUSING SERVICES

FINANCIAL ANALYSIS WORKSHEET

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BID INFORMATION					
New Bid # (Ex: 10-004R):	FY21-010	Preparation Date:	April 15, 2020		
Previous Bid # (Ex: 10-004R):	15-038R	Buyer/PA:	MAYRA TOBAR		
New Bid Award Total:	\$16,000	Bid Title:	EMPLOYMENT/INCOME VERIFICATION		
Previous Award Total:	\$93,000		AND UNEMPLOYMENT CO		
Bid Type:	NEW BID		AND UNEMPLOTIMENT CO		
Previous Bid Term (Start Date):	2/19/2015	New Bid Term (In Months):	36		
Previous Bid Term (End Date):	6/30/2020	# of Months Into Bid:	62		
	SPEND REPOR	RTING	•		
Purchase Order(s) Spend:		\$84,000			
P Card Purchases:	\$0				
Total Invoiced-to-Date Amount (PO + Pcard Purchases):	\$84,000				
Average Monthly Expenditure:		\$1,355			
Unused Authorized Spending:	\$9,000				
Est. Forecasted Spend (For Entire Bid Term):					
	VENDOR INFOR				
Awarded Vendors:	M/WBE S	tatus (If applicable):	Spend:		
127770-CORPORATE COST CONTROL			\$ 84,000		
	PO V	ENDOR SPEND:	\$ 84,000		
	P-	CARD SPEND:	\$ -		

NOTES (Type Below):

Due to the COVID-19, the spending authority being requested covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the RFP will be requested in a future date.

TOTAL SPEND:

\$

84,000

Default Funding Source*		Department/School & Sign-of	Department/School & Sign-off Information*	
Cost Center	1200096540	Name (First & Last)	Samantha Gordon	
Fund	1000	Title	Manager	
Functional Area	7731000000	Department/School Name	HHRR Support Services	
Commitment Item	52510000	Sign-off provided by	Jose Laverde	
*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:
 5/6/2020

 All information included in this summary is based on the preparation date listed above and may change at any time beyond that date.
 5/6/2020