



Document Review Statistics: FY 2012

P/T Contracting Staff Review Activities

During FY 2012, Professional/Technical Contracting Section of the Department of Administration's Materials Management Division approved 5,564 documents with an average turnaround time of 2.33 days. The approved documents included certifications, contracts, and amendments for Professional/Technical Services, loan agreements, income agreements, joint power agreements, master contracts, and "other" agreements that did not fall within a specific category. The statistics, by classification, for the approved documents are listed below. During FY2012, P/T Staff also reviewed and approved 72 Annual Plan Memos, which are not included in these figures.

This information is submitted pursuant to Minnesota Statutes §16C.08, subd. 4 (a) and (b) as Section D of the Professional and Technical Services Report for Fiscal Year 2012.

FY2012 Statistics:

RUSH Submittals: 416

RUSH Submittals: Documents that were submitted to Admin with a RUSH status.

Documents Approved by Admin: 5,564

Certifications Approved: 1,348

Single Source Requests (273)

Master Contract Certifications (24)

Contracts Approved: 2,677

Professional / Technical (PT) Service Contracts: 1,187

Single Source Contracts (204)

Master Contracts (176)

Loan Agreements : 49

Income Agreements: 180

Joint Powers Agreements: 890

"Other" Agreements: 374

Amendments Executed / Pre-Approved: 1,539