



Document Review Statistics: FY 2013

P/T Contracting Staff Review Activities

During FY 2013, Professional/Technical Contracting Section of the Department of Administration's Materials Management Division approved 5,891 documents with an average turnaround time of 2.54 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 FY2013, 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).

FY2013 Statistics:

RUSH Submittals: 473

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

Documents Approved by Admin: 5,891

Certifications Approved: 1,575

Single Source Requests (205)

Master Contract Certifications (81)

Contracts Approved: 2,582

Professional / Technical (PT) Service Contracts: 1,444

Single Source Contracts (175)

Master Contracts (411)

Loan Agreements : 45

Income Agreements: 211

Joint Powers Agreements: 510

"Other" Agreements: 372

Amendments Executed / Pre-Approved: 1,734