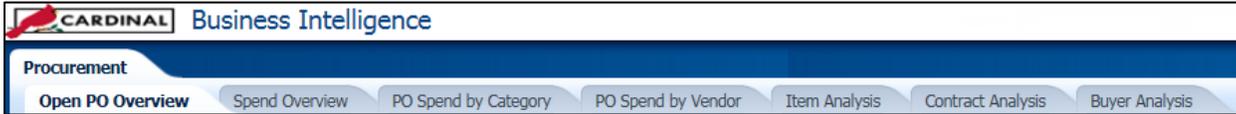




Business Intelligence

Procurement Dashboard Job Aid

DASHBOARD AND DASHBOARD PAGES:



DASHBOARD: Procurement

DATA: The data in the Procurement dashboard is from the Cardinal Financial System Procurement Module. The data represents VDOT purchase order transactions.

The Procurement dashboard contains seven dashboard pages and twenty-four reports:

1. **Open PO Overview** (dashboard page)
 1. **Open PO KPIs** (report)
 2. **Open PO Amount by Top Category** (report)
 3. **Open PO Amount by Top Vendor** (report)
 4. **Open PO Amount for all Purchasing Categories** (report) and **Open PO Amount for all Vendors** (report)
2. **Spend Overview** (dashboard page)
 5. **Spend vs Year Ago KPI** (report)
 6. **PO vs Non-PO Spend** (report)
 7. **PO Spend – Goods vs Services** (report)
 8. **PO Spend by Top Categories** (report)
 9. **Non-PO Spend by Vendor** (report)
3. **PO Spend by Category** (dashboard page)
 10. **PO Spend Trend by Top Categories** (report)
 11. **PO Spend Year over Year Trend by Top Categories** (report)
 12. **PO Spend by Category** (report)
 13. **Category PO Spend by Vendor** (report)
4. **PO Spend by Vendor** (dashboard page)
 14. **PO Spend Trend by Top Vendors** (report)
 15. **PO Spend Year over Year Trend by Top Vendors** (report)
 16. **PO Spend by Vendor** (report)
 17. **Vendor PO Spend by Category** (report)
5. **Item Analysis** (dashboard page)
 18. **Spend Details by Item** (report)
 19. **Spend Trend by Item** (report)
 20. **Vendor Spend by Item** (report)
 21. **Location Spend by Item** (report)

6. Contract Analysis (dashboard page)

22. Contract Analysis (report)

7. Buyer Analysis (dashboard page)

23. Off-Contract Spend by Buyer (report)

8. Other Reports

24. Spend Transactions (report)

25. PO Transactions (report)

DASHBOARD PAGE: Open PO Overview

- REPORTS:**
- Open PO KPIs
 - Open PO Amount by Top Category
 - Open PO Amount by Top Vendor
 - Open PO Amount for all Purchasing Categories
 - Open PO Amount for all Vendors

CARDINAL Business Intelligence
Procurement

Open PO Overview
Spend Overview
PO Spend by Category
PO Spend by Vendor
Item Analysis
Contract Analysis
Buyer Analysis

Disclaimer: At this time, only VDOT has POs. All other agencies will show not show PO metrics.

Secretariat Level Name
--Select Value--

Agency Description
--Select Value--

Select by Agency Code

Vendor Name
--Select Value--

Vendor Number
--Select Value--

Select by Category Code

Vendor Classification
--Select Value--

Purchasing Category Hierarchy 8 Name
--Select Value--

Select by Category Code

[Apply](#) [Reset](#)

41,236

of Approved POs

\$19,377,878,347

Approved PO Amount

\$3,886,344,435

PO Matched Spend

\$15,491,533,912

Open PO Amount

Open PO Amount by Top Category
ETL Run Date: 15-JUL-2016

Open PO Amount by Top Vendor
ETL Run Date: 15-JUL-2016

Purchasing Category Hierarchy 8 Name	Purchasing Category Hierarchy 8 Code	# of Approved POs	Approved PO Amount	PO Matched Spend	Open PO Amount
CONSTRUCTION SERVICES, HEAVY	913	3,410	\$10,946,760,176	\$3,093,157,480	\$7,853,602,696
ENGINEERING SERVICES, PROFESSIONAL	925	455	\$3,363,536,610	\$178,405,389	\$3,185,131,221
CONSULTING SERVICES	918	954	\$2,221,787,012	\$27,313,179	\$2,194,443,833
PUBLIC WORKS AND RELATED SERVICES	968	2,065	\$460,018,317	\$79,743,791	\$380,274,526
HIRED EQUIPMENT	975	3,657	\$280,702,717	\$47,018,746	\$233,683,971
ROAD MATERIALS ASPHALTIC	745	4,235	\$261,449,782	\$30,195,249	\$231,254,533
MISCELLANEOUS PROFESSIONAL SERVICES	961	1,386	\$150,154,660	\$10,859,820	\$139,294,839
ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	988	2,293	\$155,503,755	\$33,196,253	\$122,307,501
ROAD MATERIALS NOT ASPHALTIC	750	3,953	\$127,005,327	\$23,200,648	\$103,804,678
REAL PROPERTY RENTAL OR LEASE	971	175	\$115,099,947	\$18,995,958	\$96,103,988
Grand Total		22,583	\$18,081,988,302	\$3,542,086,514	\$14,539,901,788

Vendor Name	Vendor Number	# of Approved POs	Approved PO Amount	PO Matched Spend	Open PO Amount
0000090202	Route 460 Funding Corporation of VA	1	\$1,153,332,243	\$0	\$1,153,332,243
0000064970	Elizabeth River Crossings OPCO LLC	1	\$584,536,419	\$0	\$584,536,419
0000033049	Allen Myers VA Inc	120	\$567,688,255	\$112,563,515	\$455,124,740
0000034862	Route 28 Corridor Improvements LLC	1	\$445,526,630	\$0	\$445,526,630
0000063923	Shirley Contracting Co LLC	23	\$741,515,534	\$308,947,761	\$432,567,773
0000058165	ATCS CH2M Hill Joint Venture	2	\$365,500,000	\$0	\$365,500,000
0000010149	Serco Inc	42	\$363,498,650	\$818,094	\$362,680,556
0000027465	Branch Highways Inc	12	\$357,255,343	\$13,070,045	\$344,185,298
0000023301	Lane Construction Corp	304	\$500,879,091	\$179,783,709	\$321,095,383
0000029737	Management Consulting Inc	2	\$404,328,492	\$84,715,522	\$319,612,970
Grand Total		508	\$5,484,060,646	\$699,898,645	\$4,784,162,001

Source Purchase Order Status Description is equal to **Approved, Approved And On Hold, Dispatched, Dispatched And On Hold** and Open PO Amount is in top 10

[Print](#) [Export](#)

[Click here to view the Open PO Amount for all Purchasing Categories](#)

Source Purchase Order Status Description is equal to **Approved, Approved And On Hold, Dispatched, Dispatched And On Hold** and Open PO Amount is in top 10

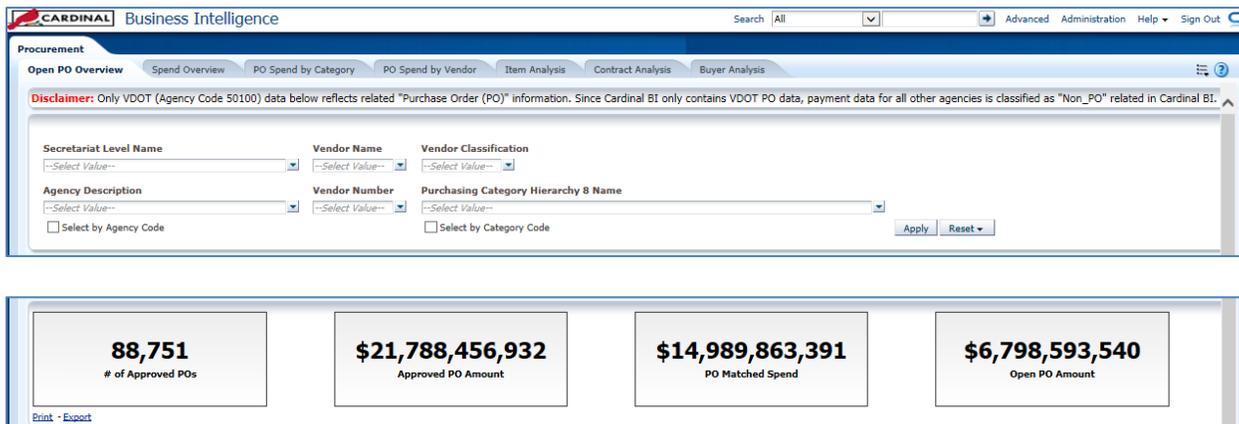
[Print](#) [Export](#)

[Click here to view the Open PO Amount for all Vendors](#)

REPORT/LINKS/VISUALIZATION: Open PO KPIs

REPORT ID: BI-R.PO.0001

LAST REVISION: 07/18/2016



DESCRIPTION:

The Open PO KPIs report summarizes the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount. Users will be able to analyze the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount based on the selection of the following prompts: Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Identify the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.

DRILLDOWNS TO:

- None

GUIDED NAVIGATION TO:

- None

LIGHT BULB NAVIGATION TO:

- None

DATA:

- The data included in this report is Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: Open PO Amount by Top Category

REPORT ID: BI-R.PO.0002

LAST REVISION: 07/18/2016

CARDINAL Business Intelligence Search All Advanced Administration Help Sign Out

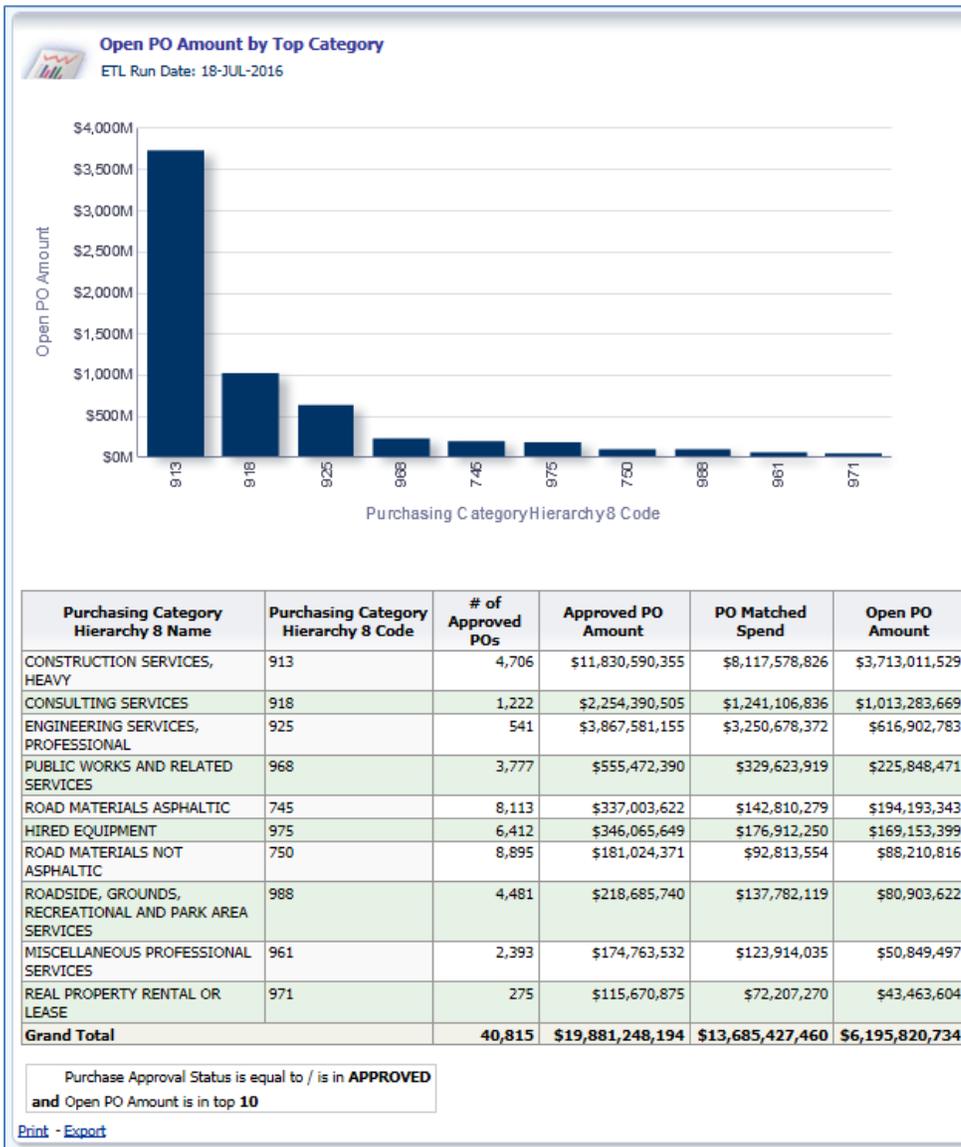
Procurement

Open PO Overview Spend Overview PO Spend by Category PO Spend by Vendor Item Analysis Contract Analysis Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name: --Select Value--
 Vendor Name: --Select Value--
 Vendor Classification: --Select Value--
 Agency Description: --Select Value--
 Vendor Number: --Select Value--
 Purchasing Category Hierarchy 8 Name: --Select Value--
 Select by Agency Code Select by Category Code

Apply Reset



DESCRIPTION:

This report summarizes the Open PO Amount by Top 10 Categories for the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount. Users will be able to analyze the Open PO Amount by Top 10 Categories based on the selection of the following prompts: Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Identify the Open PO Amount by Top 10 Categories for the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.

DRILLDOWNS TO:

- None

GUIDED NAVIGATION TO:

- None

LIGHT BULB NAVIGATION TO:

- None

DATA:

- The data included in this report is Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: Open PO Amount by Top Vendor

REPORT ID: BI-R.PO.0003

LAST REVISION: 07/18/2016

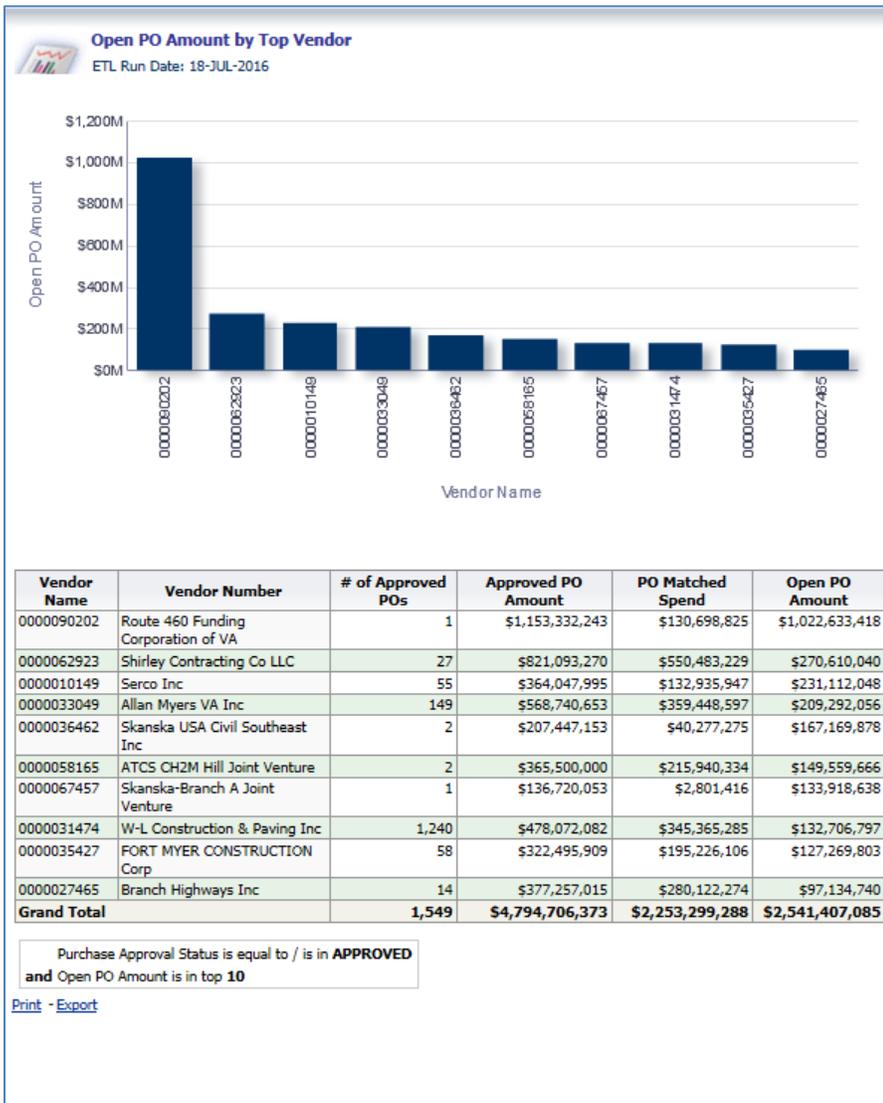
CARDINAL Business Intelligence Search All [v] [Advanced Administration Help Sign Out]

Procurement

Open PO Overview | Spend Overview | PO Spend by Category | PO Spend by Vendor | Item Analysis | Contract Analysis | Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name: [--Select Value--] | Vendor Name: [--Select Value--] | Vendor Classification: [--Select Value--]
 Agency Description: [--Select Value--] | Vendor Number: [--Select Value--] | Purchasing Category Hierarchy 8 Name: [--Select Value--]
 Select by Agency Code | Select by Category Code | [Apply] [Reset]



DESCRIPTION:

This report summarizes the Open PO Amount by Top 10 Vendors for the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount. Users will be able to analyze the Open PO Amount by Top 10 Vendors based on the selection of the following prompts: Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Identify the Open PO Amount by Top 10 Vendors for the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.

DRILLDOWNS TO:

- None

GUIDED NAVIGATION TO:

- None

LIGHT BULB NAVIGATION TO:

- None

DATA:

- The data included in this report is the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: Open PO Amount for all Purchasing Categories

REPORT ID: BI-R.PO.0004

LAST REVISION: 07/18/2016

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Procurement

Open PO Overview Spend Overview PO Spend by Category PO Spend by Vendor Item Analysis Contract Analysis Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name: [--Select Value--] Vendor Name: [--Select Value--] Vendor Classification: [--Select Value--]
 Agency Description: [--Select Value--] Vendor Number: [--Select Value--] Purchasing Category Hierarchy 8 Name: [--Select Value--]
 Select by Agency Code Select by Category Code

Apply Reset

[Click here to view the Open PO Amount for all Purchasing Categories](#)

[Click here to view the Open PO Amount for all Vendors](#)

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Procurement

Open PO Amount by Category
ETL Run Date: 18-JUL-2016

Purchasing Category Hierarchy 8 Name	Purchasing Category Hierarchy 8 Code	# of Approved POs	Approved PO Amount	PO Matched Spend	Open PO Amount
CONSTRUCTION SERVICES, HEAVY	913	4,706	\$11,830,590,355	\$8,117,578,826	\$3,713,011,529
CONSULTING SERVICES	918	1,222	\$2,254,390,505	\$1,241,106,836	\$1,013,283,669
ENGINEERING SERVICES, PROFESSIONAL	925	541	\$3,867,581,155	\$3,250,678,372	\$616,902,783
PUBLIC WORKS AND RELATED SERVICES	968	3,777	\$555,472,390	\$329,623,919	\$225,848,471
ROAD MATERIALS ASPHALTIC	745	8,113	\$337,003,622	\$142,810,279	\$194,193,343
HIRED EQUIPMENT	975	6,412	\$346,065,649	\$176,912,250	\$169,153,399
ROAD MATERIALS NOT ASPHALTIC	750	8,895	\$181,024,371	\$92,813,554	\$88,210,816
ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	988	4,481	\$218,685,740	\$137,782,119	\$80,903,622
MISCELLANEOUS PROFESSIONAL SERVICES	961	2,393	\$174,763,532	\$123,914,035	\$50,849,497
REAL PROPERTY RENTAL OR LEASE	971	275	\$115,670,875	\$72,207,270	\$43,463,604
SECURITY, FIRE, SAFETY, AND EMERGENCY SERVICES	990	241	\$57,062,368	\$13,735,458	\$43,326,910
EQUIPMENT MAINTENANCE, RECONDITIONING, AND REPAIR SERVICES	936	1,710	\$144,972,749	\$106,719,097	\$38,253,652
HUMAN SERVICES	952	122	\$47,556,863	\$9,475,095	\$38,081,768
MARKERS, PLAQUES AND TRAFFIC CONTROL DEVICES	550	1,381	\$86,024,208	\$48,593,343	\$37,430,865
SALT (SODIUM CHLORIDE) (SEE CLASS 393 FOR TABLE SALT)	775	2,861	\$213,155,551	\$175,937,299	\$37,218,252

Rows 1 - 15

Purchase Approval Status is equal to / is in **APPROVED**

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CARDINAL Business Intelligence Search All [v] [Advanced Administration Help Sign Out]

Procurement

Open PO Amount by Vendor
ETL Run Date: 18-JUL-2016

Vendor Name	Vendor Number	# of Approved POs	Approved PO Amount	PO Matched Spend	Open PO Amount
Route 460 Funding Corporation of VA	0000090202	1	\$1,153,332,243	\$130,698,825	\$1,022,633,418
Shirley Contracting Co LLC	0000062923	27	\$821,093,270	\$550,483,229	\$270,610,040
Serco Inc	0000010149	55	\$364,047,995	\$132,935,947	\$231,112,048
Allan Myers VA Inc	0000033049	149	\$568,740,653	\$359,448,597	\$209,292,056
Skanska USA Civil Southeast Inc	0000036462	2	\$207,447,153	\$40,277,275	\$167,169,878
ATCS CH2M Hill Joint Venture	0000058165	2	\$365,500,000	\$215,940,334	\$149,559,666
Skanska-Branch A Joint Venture	0000067457	1	\$136,720,053	\$2,801,416	\$133,918,638
W-L Construction & Paving Inc	0000031474	1,240	\$478,072,082	\$345,365,285	\$132,706,797
FORT MYER CONSTRUCTION Corp	0000035427	58	\$322,495,909	\$195,226,106	\$127,269,803
Branch Highways Inc	0000027465	14	\$377,257,015	\$280,122,274	\$97,134,740
TME Enterprises Inc	0000029178	62	\$169,381,778	\$72,606,541	\$96,775,236
Management Consulting Inc	0000029737	2	\$404,328,492	\$311,529,427	\$92,799,065
Wagman Heavy Civil Inc	0000051738	16	\$197,233,259	\$105,531,490	\$91,701,770
Bizzack Construction LLC	0000007991	3	\$250,248,754	\$161,963,001	\$88,285,753
Adams Construction Company	0000025845	618	\$453,952,112	\$367,066,770	\$86,885,342

Rows 1 - 15

Purchase Approval Status is equal to / is in **APPROVED**

[Return](#) - [Print](#) - [Export](#) - [Create Bookmark Link](#)

DESCRIPTION:

This report summarizes all Open PO Amounts by Category or by Vendor for the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount. Users will be able to analyze the Open PO Amount by Top 10 Categories based on the selection of the following prompts: Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Summarizes all Open PO Amounts by Category or by Vendor for the Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.

DRILLDOWNS TO:

- This report also allows user to drilldown on the **Open PO Amount for all Purchasing Categories** to get more detail within the same report. By clicking/drilling on the Purchasing Category Hierarchy 8 Code column header the same report will be displayed with Purchasing Category Hierarchy 7 detail. Users can drill down to Purchasing Category Hierarchy 6 detail.
- No drilldown on **Open PO Amount for all Vendors**.

GUIDED NAVIGATION TO:

- When user clicks on an amount in the data table/report an option to move to report BI-R.PO.0024 PO Transactions is available.

LIGHT BULB NAVIGATION TO:

- None

DATA:

- The data included in this report is Number of Approved POs, Approved PO Amount, Received Amount and Open PO Amount.

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

DASHBOARD PAGE: Spend Overview

- REPORTS:**
- Spend vs Year Ago KPI
 - PO vs Non-PO Spend
 - PO Spend – Goods vs Services
 - PO Spend by Top Categories
 - Non-PO Spend by Vendor

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Procurement
Home Catalog Favorites Dashboards New Open Signed In As: PPS_DAN.WALSH

Open PO Overview
Spend Overview
PO Spend by Category
PO Spend by Vendor
Item Analysis
Contract Analysis
Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name
--Select Value--

Agency Description
--Select Value--

Select by Agency Code

Purchasing Category Hierarchy 8 Name
--Select Value--

Select by Category Code

Vendor Name
--Select Value--

Vendor Number
--Select Value--

Vendor Classification
--Select Value--

*** Accounting Date**
Between 06/18/2016 12:00:00 - 07/18/2016 12:00:00

Apply Reset

Note: Accounting Date is a required prompt selection to execute the reports on this dashboard page. All other prompts are optional.

Spend vs Year Ago KPI
ETL Run Date: 18-Jul-2016

Data is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM

PO vs Non-PO Spend
ETL Run Date: 18-Jul-2016

Data is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM

PO Spend - Goods vs Services
ETL Run Date: 18-Jul-2016

Data is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM

PO Spend by Top Categories
ETL Run Date: 18-Jul-2016

Rank	Purchasing Category Hierarchy 8 Name	Purchasing Category Hierarchy 8 Code	Spend	% Spend
1	CONSTRUCTION SERVICES, HEAVY	813	\$7,296,381	64.3%
2	CONSULTING SERVICES	816	\$3,078,647	25.9%
3	ENGINEERING SERVICES, PROFESSIONAL	823	\$6,820,912	6.3%
4	ROADSIDE, GROUND, RECREATIONAL AND PARK AREA SERVICES	888	\$1,772,287	1.5%
5	INDIVIDUAL PROFESSIONAL SERVICES	891	\$1,448,064	1.3%
6	ROAD MATERIALS ASPHALTIC	743	\$1,028,119	1.0%
7	MIXED EQUIPMENT	873	\$1,974,653	1.8%
8	TRUCKS (INCLUDING DIESEL, GASOLINE, ELECTRIC, HYBRID, AND	072	\$1,381,933	1.2%
9	BUILDING CONSTRUCTION SERVICES, NEW	809	\$1,281,033	1.1%
10	AUTOMOTIVE, BOILER, ACCESSORIES, AND PARTS	082	\$1,041,033	0.9%
11	OTHERS	07-8KS	\$10,890,294	9.5%
Grand Total			\$1,205,285,300	100.0%

Data is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM

Non-PO Spend by Vendor
ETL Run Date: 18-Jul-2016

Rank	Vendor Name	Vendor Number	Vendor Classification	Spend	% Spend
1	TREASURY INVESTMENT TRANSFERS	0000204144	State Government	\$1,283,562,383	37.3%
2	DEPARTMENT OF THE TREASURY	0000056485	State Government	\$402,741,789	6.5%
3	VA Department of Medical Assistance Ser	0000100165	State Government	\$394,748,694	6.5%
4	Reactor and Visitors of the U.S.A.	0000092920	State Government	\$238,677,746	4.1%
5	Virginia Retirement System	0000099422	State Government	\$246,301,303	4.0%
6	Landrum Health Plans of Va Inc	0000036128	Supplier	\$147,718,993	2.4%
7	Director of Finance City of Fairfax VA	0000038445	Local Government	\$114,476,149	1.9%
8	VI GERM Retirement	0000048276	Supplier	\$73,660,212	1.2%
9	HAWKAWAY REGISTER - WELLS FARGO	0000113837	Non-Vendor Payee	\$72,801,136	1.2%
10	Prison Workforce County VA Government	0000033971	Supplier	\$71,080,701	1.2%
11	OTHERS	07-8KS	OTHERS	\$1,033,873,428	33.6%
Grand Total			\$4,113,644,188	100.0%	

Data is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM

Click here to view the [AP Vendor Analysis](#)

REPORT/LINKS/VISUALIZATION: Spend vs Year Ago KPI

REPORT ID: BI-R.PO.0005

LAST REVISION: 07/18/2016

Disclaimers: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

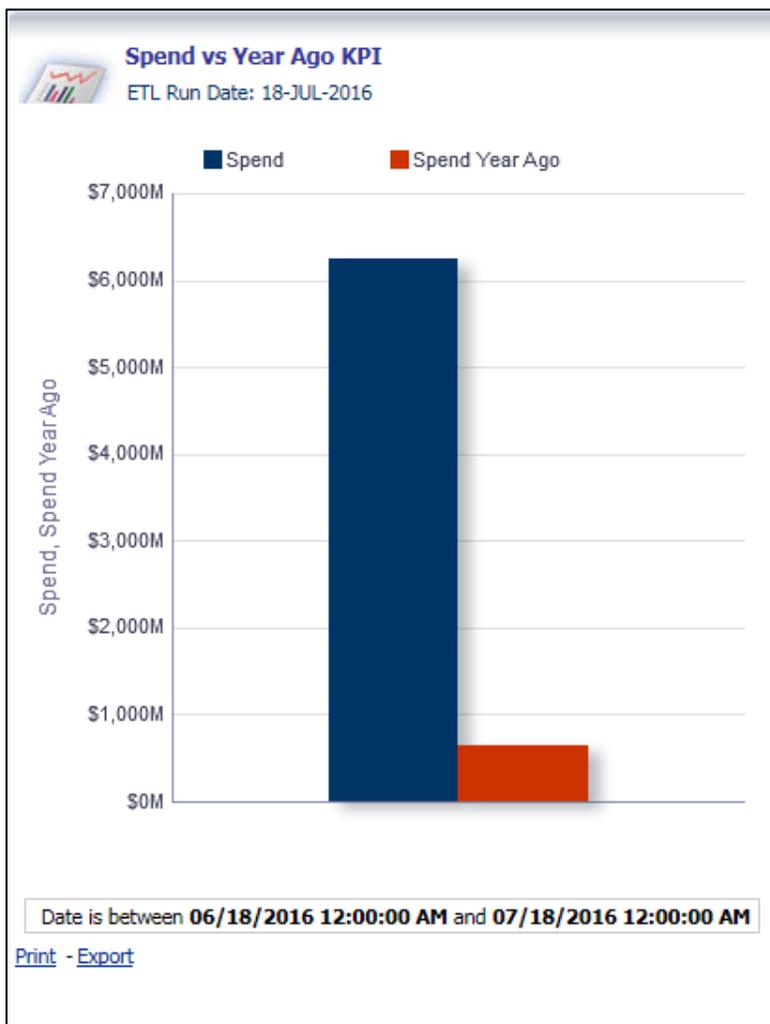
Secretariat Level Name: --Select Value--
Agency Description: --Select Value--
 Select by Agency Code
Purchasing Category Hierarchy 8 Name: --Select Value--
 Select by Category Code

Vendor Name: --Select Value--
Vendor Number: --Select Value--
Vendor Classification: --Select Value--

* Accounting Date: Between 06/18/2016 12:00:00 AM - 07/18/2016 12:00:00 AM

Apply Reset

Note: Accounting Date is a required prompt selection to execute the reports on this dashboard page. All other prompts are optional.



DESCRIPTION:

This report displays a bar chart that compares Spend amounts based on the accounting date range selected to the same date range one year earlier. Users will be able to analyze the Spend vs Year Ago KPI based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Compares Spend amounts based on the accounting date range selected to the same date range one year earlier.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.

DRILLDOWNS: None

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns

REPORT/LINKS/VISUALIZATION: PO vs Non-PO Spend

REPORT ID: BI-R.PO.0006

LAST REVISION: 07/18/2016

CARDINAL Business Intelligence Search All [v] [Advanced Administration Help Sign Out]

Procurement Home Catalog Favorites Dashboards New Open Signed In As PPS_DAN.WALSH

Open PO Overview **Spend Overview** PO Spend by Category PO Spend by Vendor Item Analysis Contract Analysis Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name: [--Select Value--] Vendor Name: [--Select Value--] * Accounting Date: Between 06/18/2016 12:00:00 - 07/18/2016 12:00:00

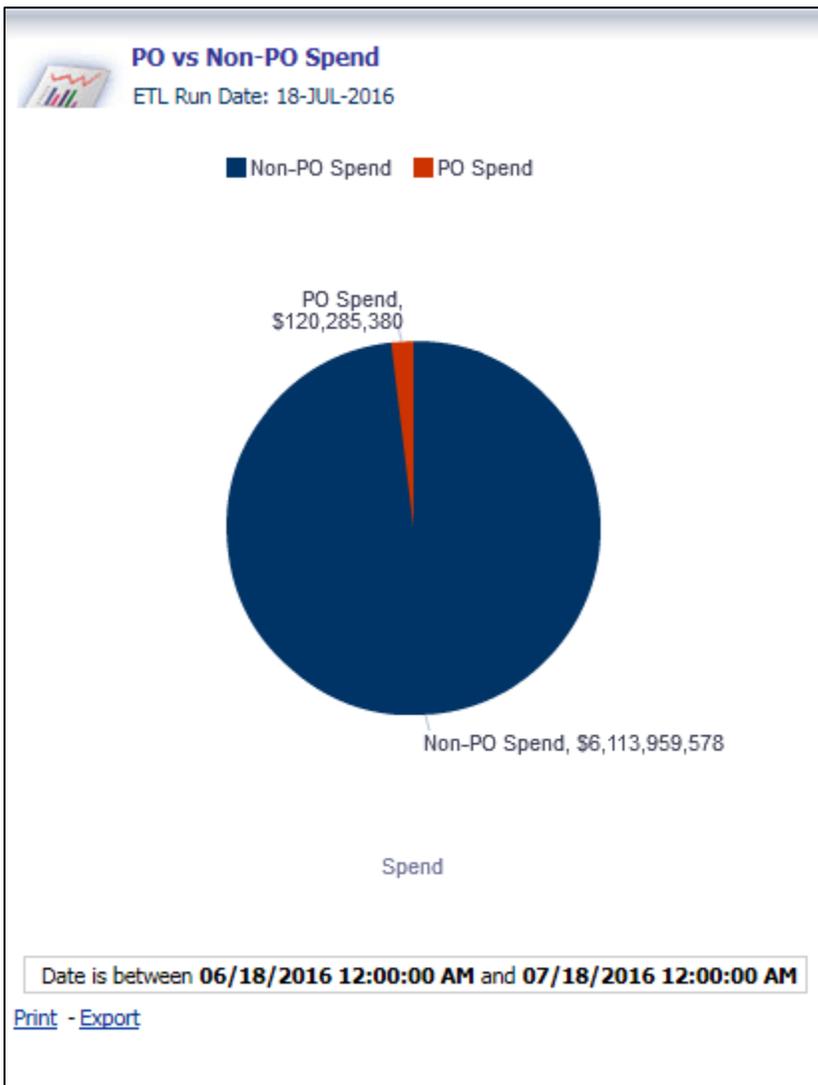
Agency Description: [--Select Value--] Vendor Number: [--Select Value--]

Select by Agency Code Vendor Classification: [--Select Value--]

Purchasing Category Hierarchy 8 Name: [--Select Value--]

Select by Category Code [Apply] [Reset]

Note: Accounting Date is a required prompt selection to execute the reports on this dashboard page. All other prompts are optional.



DESCRIPTION:

This report displays a pie chart that analyzes the PO Spend vs. Non-PO Spend. Users will be able to analyze the PO vs Non-PO Spend based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Compares the PO Spend vs. Non-PO Spend amounts.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.

DRILLDOWNS: None

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns

REPORT/LINKS/VISUALIZATION: PO Spend – Goods vs Services

REPORT ID: BI-R.PO.0007

LAST REVISION: 07/18/2016

CARDINAL Business Intelligence Search All [v] [Advanced Administration Help Sign Out]

Procurement Home Catalog Favorites Dashboards New Open Signed In As PPS_DAN.WALSH

Open PO Overview Spend Overview PO Spend by Category PO Spend by Vendor Item Analysis Contract Analysis Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name: [--Select Value--] Vendor Name: [--Select Value--] * Accounting Date: Between 06/18/2016 12:00:00 - 07/18/2016 12:00:00

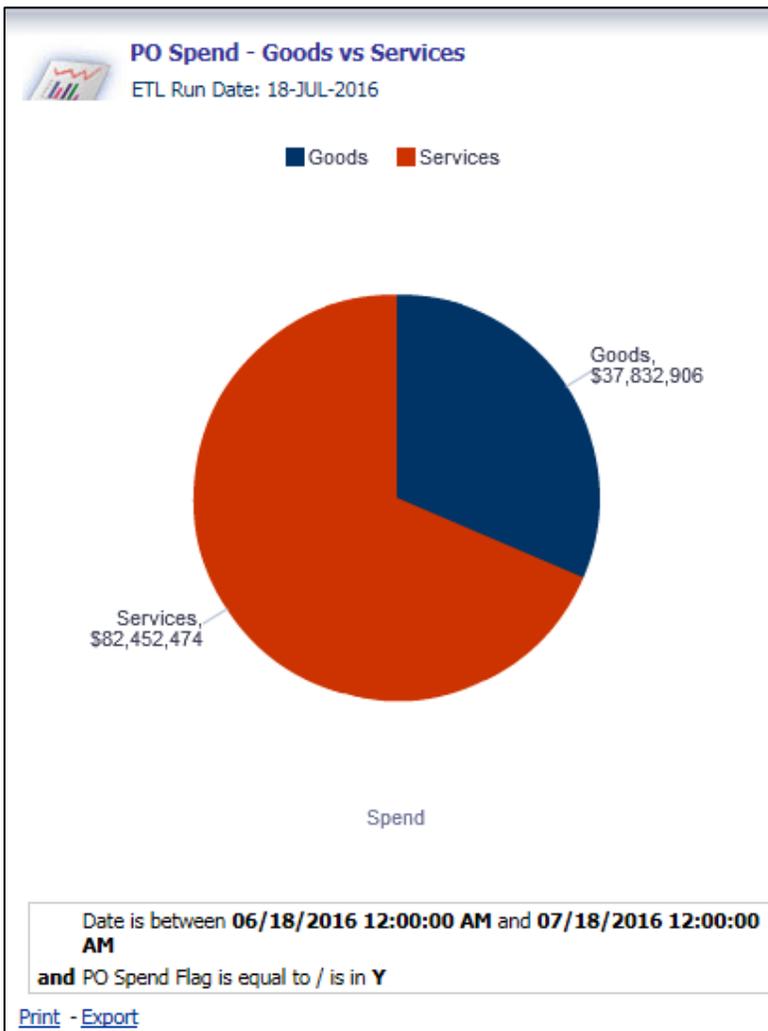
Agency Description: [--Select Value--] Vendor Number: [--Select Value--]

Select by Agency Code Vendor Classification: [--Select Value--]

Purchasing Category Hierarchy 8 Name: [--Select Value--]

Select by Category Code [Apply] [Reset]

Note: Accounting Date is a required prompt selection to execute the reports on this dashboard page. All other prompts are optional.



DESCRIPTION:

This report displays a pie chart that analyzes the PO Spend – Goods vs. Services. Users will be able to analyze the PO Spend – Goods vs. Services based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Compares PO Spend – Goods vs. Services amounts.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.

DRILLDOWNS: None

GUIDED NAVIGATION TO:

- By clicking on the PO Spend - Goods vs Services pie chart the user can move to the BI_R.PO.0013 PO Spend by Category or BI_R.PO.0017 PO Spend by Vendor.

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns

REPORT/LINKS/VISUALIZATION: PO Spend by Top Categories

REPORT ID: BI-R.PO.0008

LAST REVISION: 07/18/2016

CARDINAL Business Intelligence Search All [v] [Advanced Administration Help Sign Out]

Procurement Home Catalog Favorites Dashboards New Open Signed In As PPS_DAN.WALSH

Open PO Overview Spend Overview PO Spend by Category PO Spend by Vendor Item Analysis Contract Analysis Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name: --Select Value-- Vendor Name: --Select Value-- * Accounting Date: Between 06/18/2016 12:00:00 - 07/18/2016 12:00:00

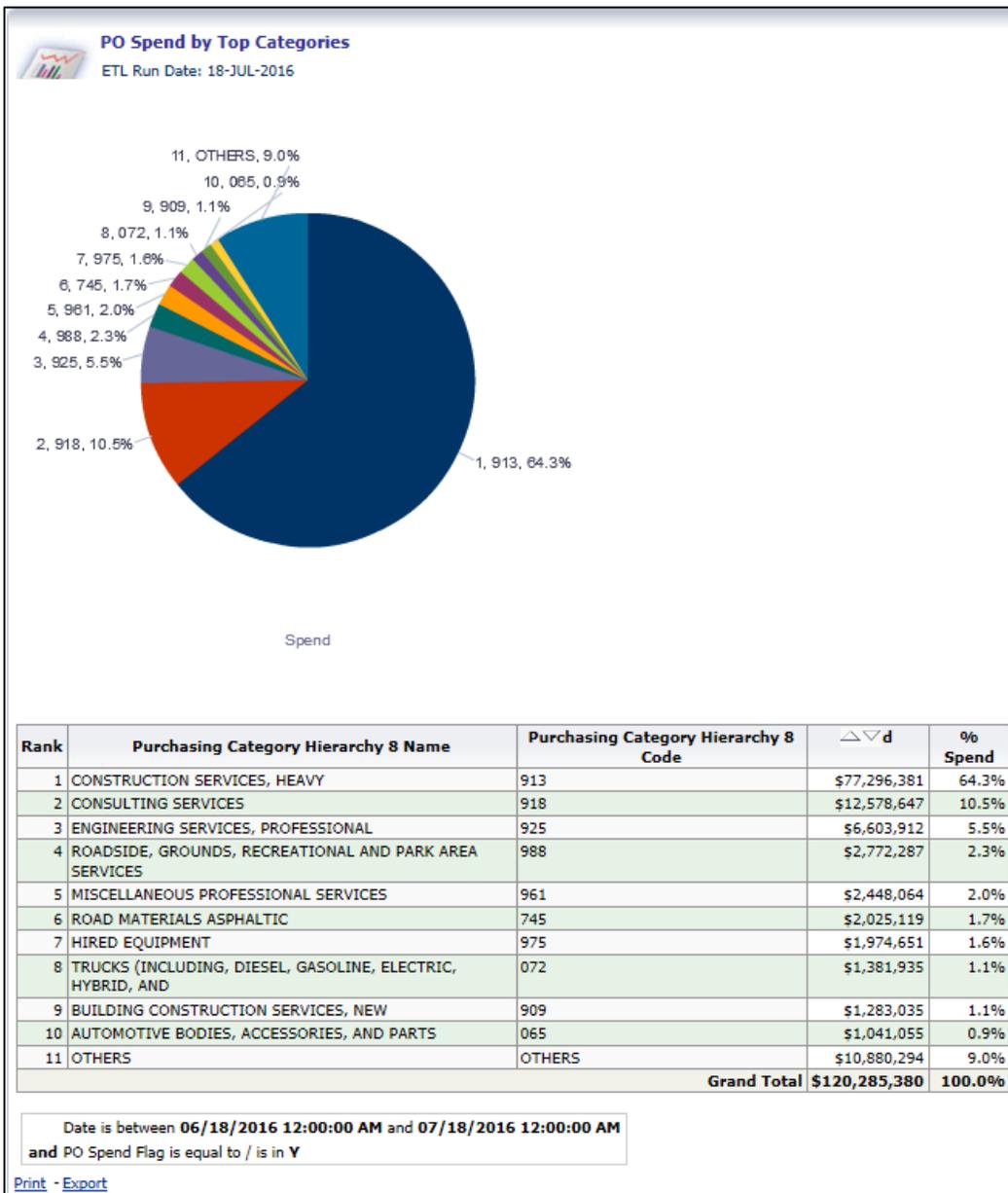
Agency Description: --Select Value-- Vendor Number: --Select Value--

Select by Agency Code Vendor Classification: --Select Value--

Purchasing Category Hierarchy 8 Name: --Select Value--

Select by Category Code [Apply] [Reset]

Note: Accounting Date is a required prompt selection to execute the reports on this dashboard page. All other prompts are optional.



DESCRIPTION:

This report analyzes the Spend by Top Categories. Users will be able to analyze the Spend by Top Categories based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Analyzes the Spend by Top Categories based on the accounting date range selected.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.

DRILLDOWNS: None

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns

REPORT/LINKS/VISUALIZATION: Non-PO Spend by Vendor

REPORT ID: BI-R.PO.0009

LAST REVISION: 07/18/2016

CARDINAL Business Intelligence Search All [v] Advanced Administration Help Sign Out

Procurement Home Catalog Favorites Dashboards New Open Signed In As PPS_DAN.WALSH

Open PO Overview Spend Overview PO Spend by Category PO Spend by Vendor Item Analysis Contract Analysis Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name: --Select Value-- Vendor Name: --Select Value-- * Accounting Date: Between 06/18/2016 12:00:00 - 07/18/2016 12:00:00

Agency Description: --Select Value-- Vendor Number: --Select Value--

Select by Agency Code Vendor Classification: --Select Value--

Purchasing Category Hierarchy 8 Name: --Select Value--

Select by Category Code [Apply] [Reset]

Note: Accounting Date is a required prompt selection to execute the reports on this dashboard page. All other prompts are optional.

Non-PO Spend by Vendor
ETL Run Date: 18-JUL-2016

Rank	Vendor Name	Vendor Number	Vendor Classification	Spend	% Spend
1	TREASURY INVESTMENT TRANSFERS	0000204144	State Government	\$2,283,062,582	37.3%
2	DEPARTMENT OF THE TREASURY	0000056459	State Government	\$400,241,759	6.5%
3	VA Department of Medical Assistance Serv	0000100165	State Government	\$394,749,694	6.5%
4	Rector and Visitors of the UVA	0000054250	State Government	\$253,677,746	4.1%
5	Virginia Retirement System	0000050422	State Government	\$246,301,308	4.0%
6	Anthem Health Plans of VA Inc	0000036128	Supplier	\$147,716,993	2.4%
7	Director of Finance City of Fairfax VA	0000056645	Local Government	\$116,476,549	1.9%
8	The Bank of New York Mellon	0000062876	Supplier	\$73,660,210	1.2%
9	WARRANT REGISTER - WELLS FARGO	0000133637	Non-Vendor Payee	\$72,801,136	1.2%
10	Prince William County VA Government	0000055571	Supplier	\$71,080,703	1.2%
11	OTHERS	OTHERS	OTHERS	\$2,053,875,428	33.6%
Grand Total				\$6,113,644,108	100.0%

Date is between **06/18/2016 12:00:00 AM** and **07/18/2016 12:00:00 AM**
and PO Spend Flag is equal to / is in **N**

[Click here to view the AP Vendor Analysis](#)

[Print](#) - [Export](#)

DESCRIPTION:

This report displays a data table and a pie chart that analyzes the Non-PO Spend by Vendor. Users will be able to analyze the Non-PO Spend by Vendor based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category and Vendor Classification.

PURPOSE / USE:

- Analyzes the Non-PO Spend by Vendor.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.

DRILLDOWNS: None

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

DASHBOARD PAGE: PO Spend by Category

**REPORTS: PO Spend Trend by Top Categories
PO Spend Year over Year Trend by Top Categories
PO Spend by Category**

CARDINAL Business Intelligence
Search [All] [v] [x] [Advanced] [Administration] [Help] [Sign Out]

Procurement
Home Catalog Favorites Dashboards New Open Signed In As PPS_DAN.WALSH

Open PO Overview Spend Overview **PO Spend by Category** PO Spend by Vendor Item Analysis Contract Analysis Buyer Analysis

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Secretariat Level Name:

Agency Description:

Select by Agency Code

Purchasing Category Hierarchy 8 Name:

Select by Category Code

Vendor Name:

Vendor Number:

Vendor Classification:

* Accounting Date: Between 06/18/2016 12:00:00 - 07/18/2016 12:00:00

Product Physical Nature:

Note: Accounting Date is a required prompt selection to execute the reports on this dashboard page. All other prompts are optional.

PO Spend Trend by Top Categories
ETL Run Date: 18-JUL-2016

View:

PO Spend Year over Year Trend by Top Categories
ETL Run Date: 18-JUL-2016

View:

PO Spend Flag is equal to / is in Y and Date is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM and SUM(Spend BY Purchasing Category Hierarchy 8 Code) is in top 10

[Print](#) [Export](#)

PO Spend Flag is equal to / is in Y and Date is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM and SUM(Spend BY Purchasing Category Hierarchy 8 Code) is in top 10

[Print](#) [Export](#)

PO Spend by Category
ETL Run Date: 18-JUL-2016

Click on to analyze PO Spend by Vendor for a specific purchasing category.

Purchasing Category Hierarchy 8 Name	Purchasing Category Hierarchy 8 Code	Spend	% Spend
CONSTRUCTION SERVICES, HEAVY	913	\$77,296,381	64.3%
CONSULTING SERVICES	918	\$12,578,647	10.5%
ENGINEERING SERVICES, PROFESSIONAL	925	\$6,603,912	5.5%
ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	988	\$2,772,287	2.3%
MISCELLANEOUS PROFESSIONAL SERVICES	961	\$2,448,064	2.0%
ROAD MATERIALS ASPHALTIC	745	\$2,025,119	1.7%
HIRED EQUIPMENT	975	\$1,974,651	1.6%
TRUCKS (INCLUDING, DIESEL, GASOLINE, ELECTRIC, HYBRID, AND	072	\$1,381,935	1.1%
BUILDING CONSTRUCTION SERVICES, NEW	909	\$1,283,035	1.1%
AUTOMOTIVE BODIES, ACCESSORIES, AND PARTS	065	\$1,041,055	0.9%

Rows 1 - 10

Date is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM and PO Spend Flag is equal to / is in Y

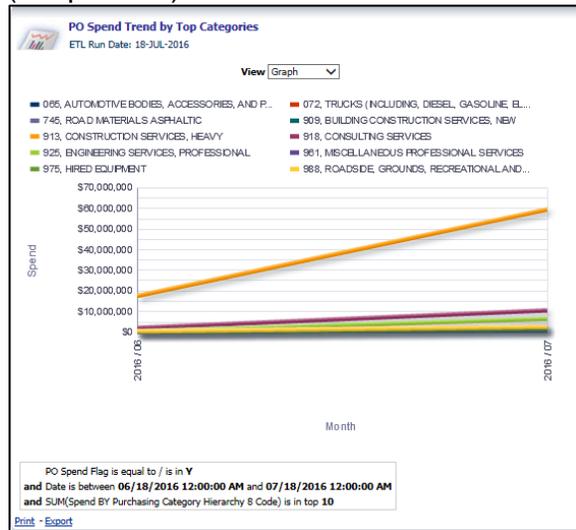
[Print](#) [Export](#)

REPORT/LINKS/VISUALIZATION: PO Spend Trend by Top Categories

REPORT ID: BI-R.PO.0010

LAST REVISION: 07/18/2016

(Graph view)



(Pivot Table view)

Month	Purchasing Category Hierarchy 8 Name	Purchasing Category Hierarchy 8 Code	Spend	% Spend
2016 / 06	CONSTRUCTION SERVICES, HEAVY	913	\$17,410,354	15.9%
2016 / 06	CONSULTING SERVICES	918	\$2,017,647	1.8%
2016 / 06	TRUCKS (INCLUDING, DIESEL, GASOLINE, ELECTRIC, HYBRID, AND	072	\$299,423	0.3%
2016 / 06	ENGINEERING SERVICES, PROFESSIONAL	925	\$261,152	0.2%
2016 / 06	ROAD MATERIALS ASPHALTIC	745	\$243,696	0.2%
2016 / 06	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	988	\$206,218	0.2%
2016 / 06	AUTOMOTIVE BODIES, ACCESSORIES, AND PARTS	065	\$161,588	0.1%
2016 / 06	HIRED EQUIPMENT	975	\$125,645	0.1%
2016 / 06	BUILDING CONSTRUCTION SERVICES, NEW	909	\$74,183	0.1%
2016 / 06	MISCELLANEOUS PROFESSIONAL SERVICES	961	\$57,039	0.1%
2016 / 06 Total			\$20,856,944	19.1%

PO Spend Flag is equal to / is in Y and Date is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM and SUM(Spend BY Purchasing Category Hierarchy 8 Code) is in top 10

Print - Export

DESCRIPTION:

This report displays a graph or a data table that analyzes the Spend Trend by Top Categories. Users will be able to analyze the Spend Trend by Top Categories based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Analyzes the PO Spend Trend by Top Categories.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.
- Physical Product Nature (optional) – Defaults to *blank* for all.

DRILLDOWNS:

- From the graph view, this report allows user to drilldown on the **PO Spend Trend by Top Categories** for a specific category to get more detail within the same report.
- From the pivot table view, this report also allows user to drilldown on the **PO Spend Trend by Top Categories** to get more detail within the same report. By clicking/drilling on the Purchasing Category Hierarchy 8 Code column header the same report will be displayed with Purchasing Category Hierarchy 7 detail. Users can drill down to Purchasing Category Hierarchy 6 detail.

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: PO Spend Year Over Year Trend by Top Categories

REPORT ID: BI-R.PO.0011

LAST REVISION: 07/18/2016

(Graph view)



(Table view)

PO Spend Year Over Year Trend by Top Categories
ETL Run Date: 18-JUL-2016

View: Table

Month	Purchasing Category Hierarchy 8 Code	Purchasing Category Hierarchy 8 Name	Spend	Spend Year Ago	Chg Spend Year Ago	Chg Spend % Year Ago
2016 / 06	913	CONSTRUCTION SERVICES, HEAVY	\$17,410,354	\$46,768,572	(\$29,358,219)	(62.77)
2016 / 06	918	CONSULTING SERVICES	\$2,017,647	\$8,515,413	(\$6,497,766)	(76.31)
2016 / 06	072	TRUCKS (INCLUDING, DIESEL, GASOLINE, ELECTRIC, HYBRID, AND	\$299,423	\$1,372,754	(\$1,073,331)	(78.19)
2016 / 06	925	ENGINEERING SERVICES, PROFESSIONAL	\$261,152	\$3,410,256	(\$3,149,105)	(92.34)
2016 / 06	745	ROAD MATERIALS ASPHALTIC	\$243,696	\$802,199	(\$558,503)	(69.62)
2016 / 06	988	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	\$206,218	\$668,897	(\$462,679)	(69.17)
2016 / 06	065	AUTOMOTIVE BODIES, ACCESSORIES, AND PARTS	\$161,588	\$84,037	\$77,551	92.28
2016 / 06	975	HIRED EQUIPMENT	\$125,645	\$400,169	(\$274,524)	(68.60)
2016 / 06	909	BUILDING CONSTRUCTION SERVICES, NEW	\$74,183	\$189,315	(\$115,131)	(60.81)
2016 / 06	961	MISCELLANEOUS PROFESSIONAL SERVICES	\$57,039	\$117,448	(\$60,409)	(51.43)

PO Spend Flag is equal to / is in Y and Date is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM and SUM(Spend BY Purchasing Category Hierarchy 8 Code) is in top 10

Print - Export

DESCRIPTION:

This report displays a graph or a data table that compares the Spend Year Over Year Trend by Top Categories. Users will be able to analyze the Spend Year Over Year Trend by Top Categories based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Compares the Spend Year Over Year Trend by Top Categories.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.
- Physical Product Nature (optional) – Defaults to *blank* for all.

DRILLDOWNS:

- From the graph view, this report allows user to drilldown from the monthly view on the **PO Spend Year Over Year Trend by Top Categories** to a daily view within the same report.
- From the pivot table view, this report also allows user to drilldown on the **PO Spend Year Over Year Trend by Top Categories** to get more detail within the same report. By clicking/drilling on the Purchasing Category Hierarchy 8 Code column header the same report will be displayed with Purchasing Category Hierarchy 7 detail. Users can drill down to Purchasing Category Hierarchy 6 detail.

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

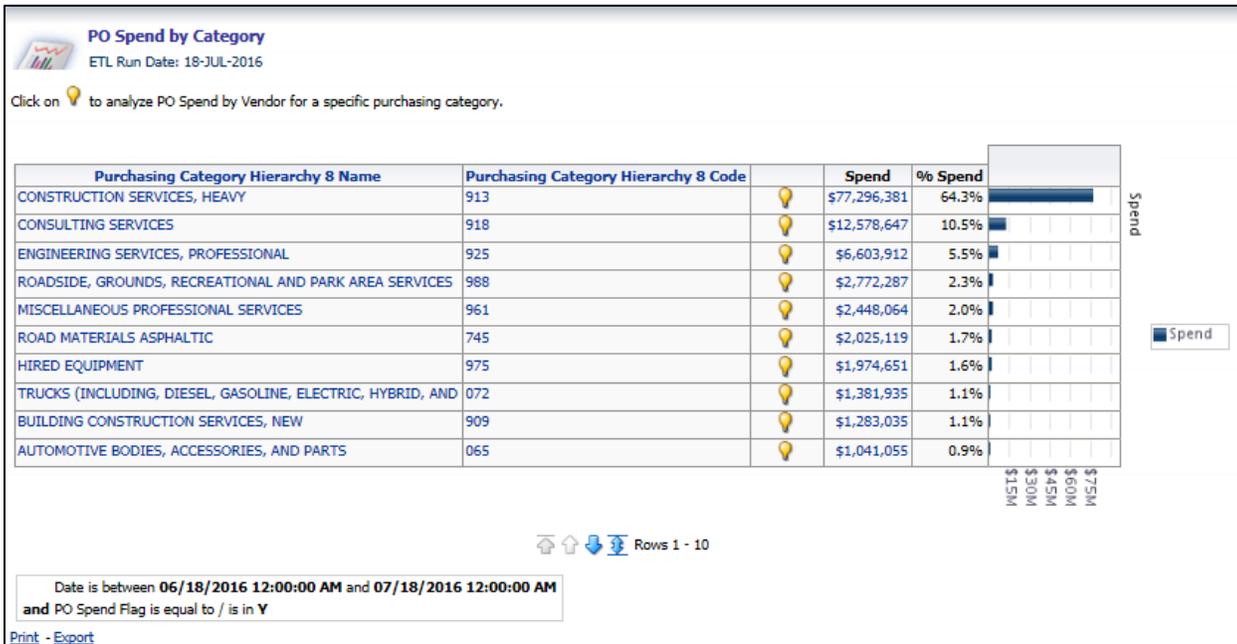
ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: PO Spend by Category

REPORT ID: BI-R.PO.0012

LAST REVISION: 07/18/2016



DESCRIPTION:

This report displays a graph and a data table that analyzes the PO Spend by Category. Users will be able to analyze the PO Spend by Category based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Analyzes the PO Spend by Category.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.
- Physical Product Nature (optional) – Defaults to *blank* for all.

DRILLDOWNS:

- This report also allows user to drilldown on the **PO Spend Year Over Year Trend by Top Categories** to get more detail within the same report. By clicking/drilling on the Purchasing Category Hierarchy 8 Code column header the same report will be displayed with Purchasing Category Hierarchy 7 detail. Users can drill down to Purchasing Category Hierarchy 6 detail.

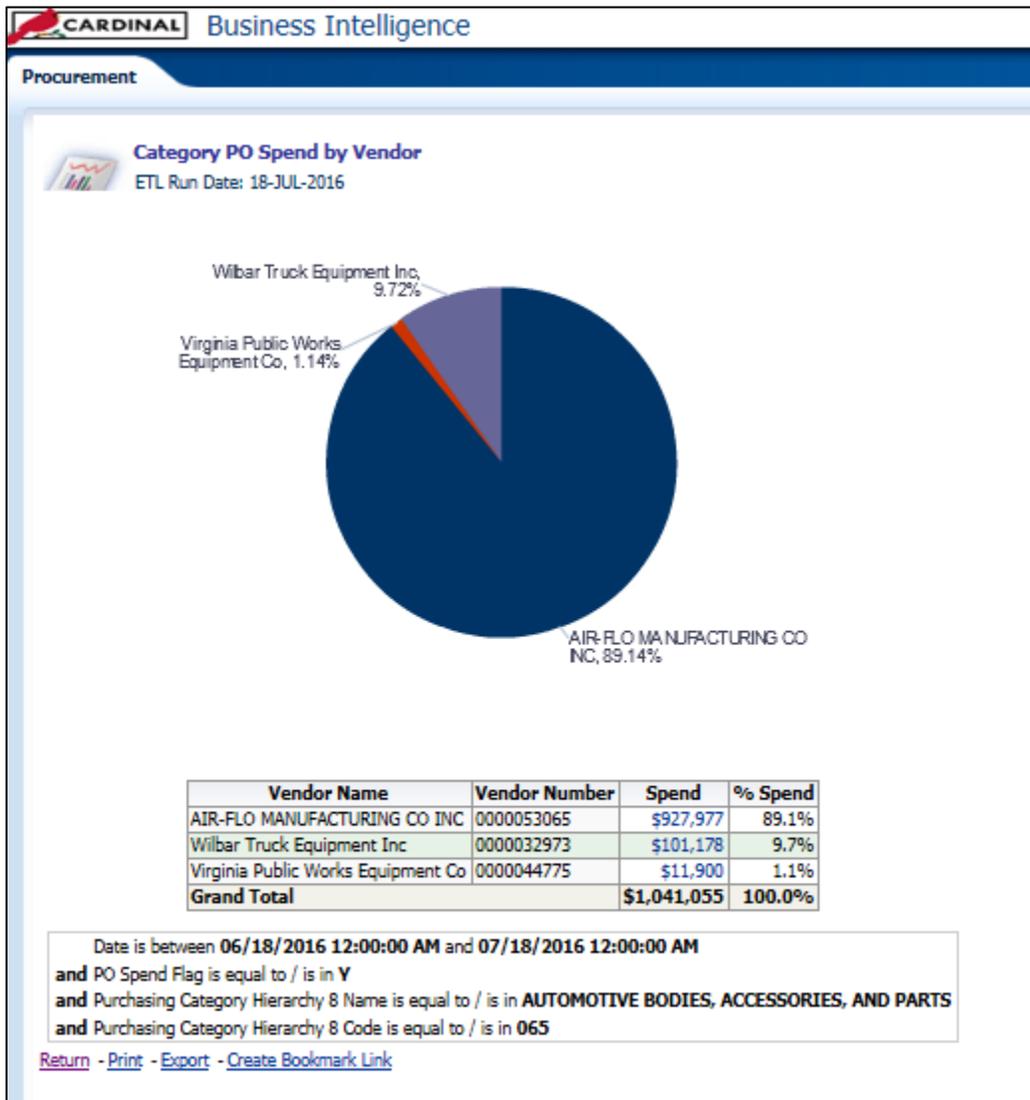
GUIDED NAVIGATION TO: User can click on an amount in the Spend column and navigate to Spend Transactions.

LIGHT BULB FROM: User can click on the light bulb and navigate to Category PO Spend by Vendor.

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.



DESCRIPTION:

This report displays a graph and a data table that analyzes the Category PO Spend by Vendor. Users will be able to analyze the Category PO Spend by Vendor based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Analyzes the Category PO Spend by Vendor.

PROMPTS:

- No prompts – the data on this report is based on the prompt values from the previous report.

DRILLDOWNS: None

GUIDED NAVIGATION TO: User can click on an amount in the Spend column and navigate to Spend Transactions.

LIGHT BULB FROM: User can click on the light bulb and navigate to Category PO Spend by Vendor.

DATA:

ADDITIONAL INFO:

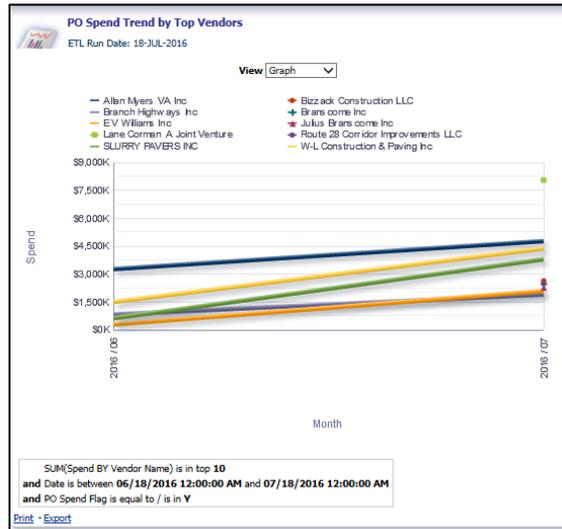
- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: PO Spend Trend by Top Vendors

REPORT ID: BI-R.PO.0014

LAST REVISION: 07/18/2016

(Graph view)



(Pivot Table view)

PO Spend Trend by Top Vendors
ETL Run Date: 18-JUL-2016

View: Pivot Table

Month	Vendor Name	Vendor Number	Spend	% Spend
2016 / 06	Allan Myers VA Inc	0000033049	\$3,264,859	7.9%
2016 / 06	W-L Construction & Paving Inc	0000031474	\$1,506,579	3.6%
2016 / 06	Branch Highways Inc	0000027465	\$845,348	2.0%
2016 / 06	SLURRY PAVERS INC	0000033433	\$650,407	1.6%
2016 / 06	E V Williams Inc	0000026154	\$281,292	0.7%
2016 / 06 Total			\$6,548,486	15.8%
2016 / 07	Lane Corman A Joint Venture	0000123243	\$8,066,152	19.5%
2016 / 07	Allan Myers VA Inc	0000033049	\$4,791,567	11.6%
2016 / 07	W-L Construction & Paving Inc	0000031474	\$4,374,578	10.6%
2016 / 07	SLURRY PAVERS INC	0000033433	\$3,793,336	9.2%
2016 / 07	Bizzack Construction LLC	0000007991	\$2,608,443	6.3%

Rows 1 - 11

SUM(Spend BY Vendor Name) is in top 10
and Date is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM
and PO Spend Flag is equal to / is in Y

Print - Export

DESCRIPTION:

This report displays a graph or a data table that analyzes the PO Spend Trend by Top Vendors. Users will be able to analyze the Spend Trend by Top Vendors based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category, Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Analyzes the PO Spend Trend by Top Vendors.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.
- Physical Product Nature (optional) – Defaults to *blank* for all.

DRILLDOWNS:

- From the graph view, this report allows user to drilldown on the **PO Spend Trend by Top Vendors** for a specific vendor to get more detail within the same report.
- From the pivot table view, this report also allows user to drilldown on the **PO Spend Trend by Top Vendors** to get the entire amount spent for that period for all vendors within the same report.

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: PO Spend Year over Year Trend by Top Vendors

REPORT ID: BI-R.PO.0015

LAST REVISION: 07/18/2016

(Graph view)



(Table view)

PO Spend Year over Year Trend by Top Vendors
ETL Run Date: 18-JUL-2016

View Table

Month	Vendor Name	Vendor Number	Spend	Spend Year Ago	Chg Spend % Year Ago
2016 / 06	Branscome Inc	0000049318		\$915,192	(100.00)
2016 / 06	Julius Branscome Inc	0000034994		\$8,388	(100.00)
2016 / 06	Allan Myers VA Inc	0000033049	\$3,264,859	\$1,960,188	66.56
2016 / 06	W-L Construction & Paving Inc	0000031474	\$1,506,579	\$802,914	87.64
2016 / 06	Branch Highways Inc	0000027465	\$845,348		100.00
2016 / 06	SLURRY PAVERS INC	0000033433	\$650,407	\$1,477,575	(55.98)
2016 / 06	E V Williams Inc	0000026154	\$281,292	\$1,245,657	(77.42)
2016 / 06 Total			\$6,548,486	\$6,409,914	2.16
2016 / 07	Lane Corman A Joint Venture	0000123243	\$8,066,152	\$1,966,050	310.27
2016 / 07	Allan Myers VA Inc	0000033049	\$4,791,567	\$4,757,715	0.71
2016 / 07	W-L Construction & Paving Inc	0000031474	\$4,374,578	\$3,507,571	24.72

Rows 1 - 11

Date is between 06/18/2016 12:00:00 AM and 07/18/2016 12:00:00 AM
and PO Spend Flag is equal to / is in Y
and SUM(Spend BY Vendor Name) is in top 10

Print - Export

DESCRIPTION:

This report displays a graph or a data table that compares the Spend Year Over Year Trend by Top Vendors. Users will be able to analyze the Spend Year Over Year Trend by Top Vendors based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category, Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Compares the Spend Year Over Year Trend by Top Vendors.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.
- Physical Product Nature (optional) – Defaults to *blank* for all.

DRILLDOWNS:

- From the graph view, this report allows user to drilldown from the monthly view on the **PO Spend Year over Year Trend by Top Vendors** to a daily view within the same report.
- From the pivot table view, this report also allows user to drilldown on the **PO Spend Year over Year Trend by Top Vendors** to get more detail within the same report. By clicking/drilling on the Purchasing Category Hierarchy 8 Code column header the same report will be displayed with Purchasing Category Hierarchy 7 detail. Users can drill down to Purchasing Category Hierarchy 6 detail.

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: PO Spend by Vendor

REPORT ID: BI-R.PO.0016

LAST REVISION: 07/18/2016

 **PO Spend by Vendor**
ETL Run Date: 18-JUL-2016

Click on  to analyze PO Spend by Purchasing Category for a specific vendor.

Vendor Name	Vendor Number	Vendor Classification	SWaM Classification		Spend	# of Invoices
Lane Corman A Joint Venture	0000123243	Supplier			\$8,066,152	1
Allan Myers VA Inc	0000033049	Supplier			\$8,056,426	10
W-L Construction & Paving Inc	0000031474	Supplier			\$5,881,157	73
SLURRY PAVERS INC	0000033433	Supplier			\$4,443,743	11
Branch Highways Inc	0000027465	Supplier			\$2,746,757	5
Bizzack Construction LLC	0000007991	Supplier			\$2,608,443	1
Branscome Inc	0000049318	Supplier			\$2,499,004	6
Route 28 Corridor Improvements LLC	0000034862	Supplier			\$2,476,994	1
E V Williams Inc	0000026154	Supplier			\$2,356,824	3
Julius Branscome Inc	0000034994	Supplier	S		\$2,310,699	3

 Rows 1 - 10

Date is between **06/18/2016 12:00:00 AM** and **07/18/2016 12:00:00 AM**
and PO Spend Flag is equal to / is in Y

[Print](#) - [Export](#)

DESCRIPTION:

This report displays a data table that analyzes the PO Spend by Vendor. Users will be able to analyze the PO Spend by Vendor based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category, Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Analyzes PO Spend by Vendor.

PROMPTS:

- Secretariat Level Name (optional) – Defaults to *blank* for all.
- Agency Description/Agency Code (optional) - Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Vendor Classification (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to last 30 days.
- Physical Product Nature (optional) – Defaults to *blank* for all.

DRILLDOWNS: None

GUIDED NAVIGATION TO: User can click on an amount in the Spend column and navigate to Spend Transactions.

LIGHT BULB FROM: User can click on the light bulb and navigate to Vendor PO Spend by Vendor.

DATA:

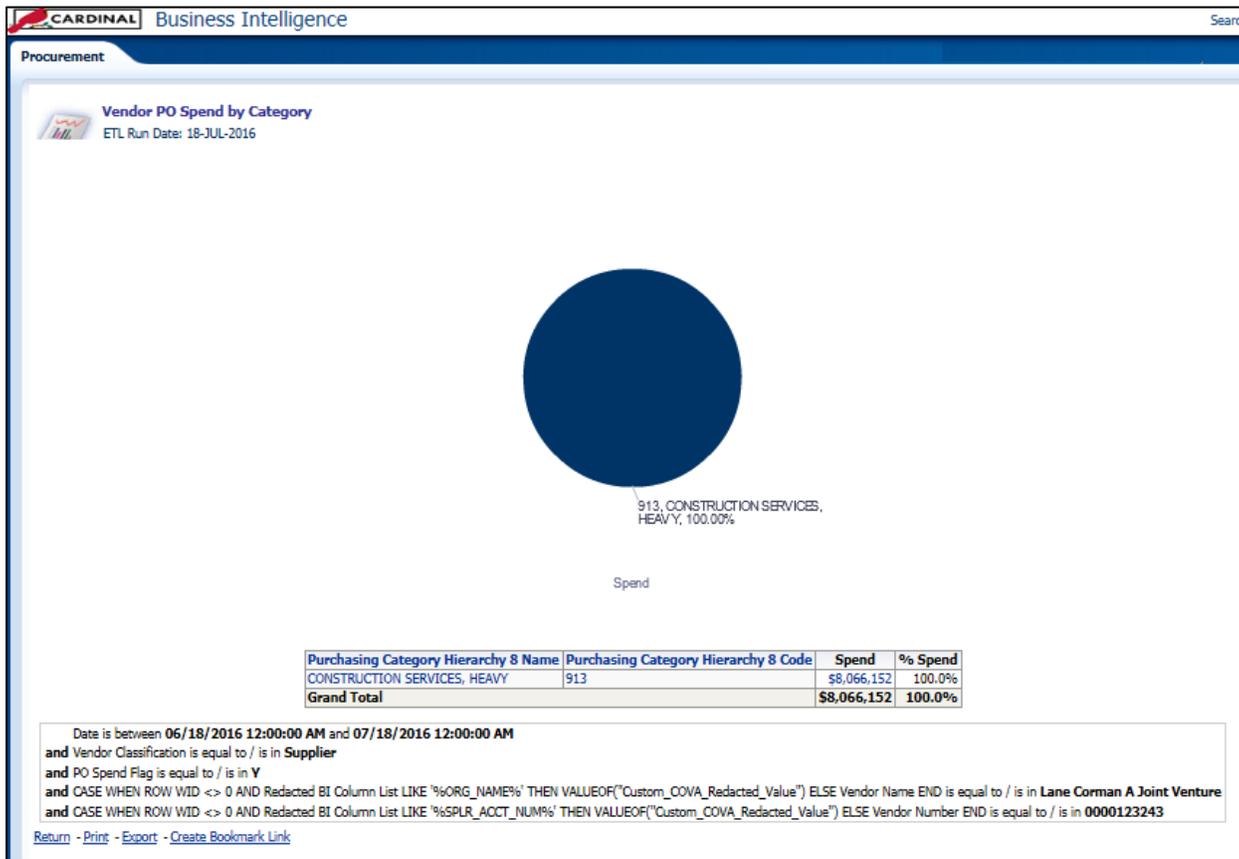
ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: Vendor PO Spend by Category

REPORT ID: BI-R.PO.0017

LAST REVISION: 07/18/2016



DESCRIPTION:

This report displays a pie chart and a data table that analyzes the Vendor PO Spend by Category. Users will be able to analyze the Vendor PO Spend by Category based on the selection of the following prompts: Accounting Date, Secretariat, Agency, Vendor Name, Vendor Number, Purchasing Category, Vendor Classification and Product Physical Nature.

PURPOSE / USE:

- Analyzes Vendor PO Spend by Category.

PROMPTS:

- No prompts – the data on this report is based on the prompt values from the previous report.

DRILLDOWNS:

- This report also allows user to drilldown on the **Vendor PO Spend by Category** to get more detail within the same report. By clicking/drilling on the Purchasing Category Hierarchy 8 Code column header the same report will be displayed with Purchasing Category Hierarchy 7 detail. Users can drill down to Purchasing Category Hierarchy 6 detail.

GUIDED NAVIGATION TO: User can click on an amount in the Spend column and navigate to Spend Transactions.

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

DASHBOARD PAGE: Item Analysis

REPORTS: Spend Details by Item

REPORT/LINKS/VISUALIZATION: Spend Details by Item

REPORT ID: BI-R.PO.0018

LAST REVISION: 07/18/2016

Disclaimer: Only VDOT (Agency Code 50100) data below reflects related "Purchase Order (PO)" information. Since Cardinal BI only contains VDOT PO data, payment data for all other agencies is classified as "Non_PO" related in Cardinal BI.

Vendor Name: --Select Value--
Product Name: SALT, SODIUM C
Accounting Date: Between 01/01/2016 12:00 AM - 07/18/2016 12:00 AM
Vendor Number: --Select Value--
Product Number: --Select Value--
Purchasing Category Hierarchy 8 Name: --Select Value--
 Select by Category Code
Apply **Reset**

Note: Please select at least one of the following three prompts to run the reports on this dashboard page: Purchasing Category Hierarchy 8 Name, Product Name or Product Number.

Spend Details by Item
ETL Run Dates: 18-JUL-2016

Click on to further analyze item spend by month, vendor, or location.

Product Name	Product Number	Spend	PO Matched Spend	Contract Purchase Rate	Off-Contract Purchase Rate	Min Invoice Unit Price	Average Invoice Unit Price	Max Invoice Unit Price	Potential Savings	Invoiced Quantity	UOM Code
SALT, SODIUM CHLORIDE, BULK	7754577327	\$32,513,789	\$32,513,837	99.70%	0.30%	(\$0.01)	\$89.89	\$196.20	\$32,517,070	361,691	LTN
SALT, SODIUM CHLORIDE, BULK	7754577327	(\$0)	\$0			\$0.00		\$0.00		0	_UNASSIGNED_
Grand Total		\$32,513,789	\$32,513,837						\$32,517,070	361,691	

Note: Contract Purchase Rate and Off-Contract Purchase Rate values are calculated as percentages of the PO Matched Spend amount.

Product Name is equal to SALT, SODIUM CHLORIDE, BULK
and Product Number is not equal to / is not in Unspecified
and Agency Description is equal to / is in VA Dept of Transportation
and Date is between 01/01/2016 12:00:00 AM and 07/18/2016 12:00:00 AM

[Print](#) [Export](#)

DESCRIPTION:

This report displays a data table that analyzes the Spend Details by Item based on total spend, on/off contract amounts, unit price, quantity purchased and potential savings. Users will be able to analyze the Spend Details by Item based on the selection of the following prompts: Accounting Date, Vendor Name, Vendor Number, Purchasing Category, Product Name and Product Number.

PURPOSE / USE:

- Analyzes the Spend Details by Item based on total spend, on/off contract amounts, unit price, quantity purchased and potential savings.

PROMPTS:

- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Product Name (optional) – Defaults to *blank* for all.
- Product Number (optional) – Defaults to *blank* for all.
- Accounting Date Range (required) – Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.

Select at least one of the following three prompts to run the reports on this dashboard page: Purchasing Category Hierarchy 8 Name, Product Name or Product Number.

DRILLDOWNS: None

GUIDED NAVIGATION TO: User can click on the Product Name or Product Number and navigate to Contract Analysis.

LIGHT BULB FROM: User can click on the light bulb and navigate to Spend Trend by Item, Vendor Spend by Item or Location Spend by Item.

DATA:

ADDITIONAL INFO:

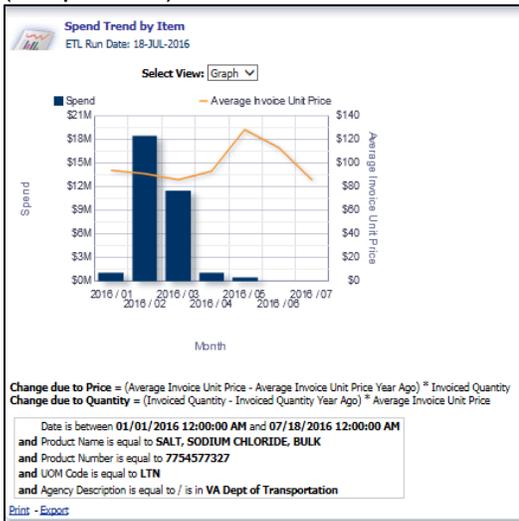
- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: Spend Trend by Item

REPORT ID: BI-R.PO.0019

LAST REVISION: 07/18/2016

(Graph view)



(Table view)

Spend Trend by Item
ETL Run Date: 18-JUL-2016

Select View:

Month	Spend	Spend Year Ago	Chg Spend Year Ago	Chg Spend % Year Ago	Change due to Price	Change due to Quantity	Average Invoice Unit Price	Average Invoice Unit Price Year Ago	Invoiced Quantity	Invoiced Quantity Year Ago
2016 / 01	\$1,052,716	\$1,587,724	(\$515,017)	(32.85)	(\$4,370)	(\$451,159)	\$94.37	\$98.38	11,155	15,936
2016 / 02	\$18,394,543	\$9,951,569	\$8,432,974	84.74	\$1,514,459	\$7,276,218	\$91.05	\$81.57	201,917	122,003
2016 / 03	\$11,518,473	\$10,276,963	\$1,241,510	12.08	(\$2,122,516)	\$2,840,589	\$96.42	\$102.34	133,291	100,420
2016 / 04	\$1,024,854	\$8,548,905	(\$7,514,042)	(87.89)	\$26,387	(\$7,737,725)	\$93.65	\$91.26	11,051	93,678
2016 / 05	\$456,165	\$5,295,593	(\$4,839,428)	(91.39)	\$167,380	(\$7,908,751)	\$129.00	\$81.66	3,536	64,847
2016 / 06	\$13,261	\$3,605,645	(\$3,592,384)	(99.63)	\$3,404	(\$4,837,761)	\$113.81	\$84.59	117	42,624
2016 / 07	\$53,768	\$2,642,959	(\$2,589,191)	(97.97)	\$2,143	(\$2,698,903)	\$86.20	\$82.77	624	31,933
Grand Total	\$32,513,789	\$41,889,368	(\$9,375,578)	(22.38)	(\$53,444)	(\$13,517,493)	\$89.89	\$88.85	361,691	471,440

Change due to Price = (Average Invoice Unit Price - Average Invoice Unit Price Year Ago) * Invoiced Quantity
Change due to Quantity = (Invoiced Quantity - Invoiced Quantity Year Ago) * Average Invoice Unit Price

Date is between 01/01/2016 12:00:00 AM and 07/18/2016 12:00:00 AM
 and Product Name is equal to SALT, SODIUM CHLORIDE, BULK
 and Product Number is equal to 7754577327
 and UOM Code is equal to LTN
 and Agency Description is equal to / is in VA Dept of Transportation

[Print](#) - [Export](#)

DESCRIPTION:

This report displays a bar chart or a data table that analyzes the Spend Trend by Item. Users will be able to analyze the Spend Trend by Item based on the selection of the following prompts: Accounting Date, Vendor Name, Vendor Number, Purchasing Category, Product Name and Product Number.

PURPOSE / USE:

- Analyzes the Spend Trend by Item.

PROMPTS:

- No prompts – the data on this report is based on the prompt values from the previous report.

DRILLDOWNS:

- From the table view, this report also allows user to drilldown on the **Month** column to get the entire amount spent by day within the same report.

GUIDED NAVIGATION TO: User can click on the Spend amount and navigate to Spend Transactions.

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

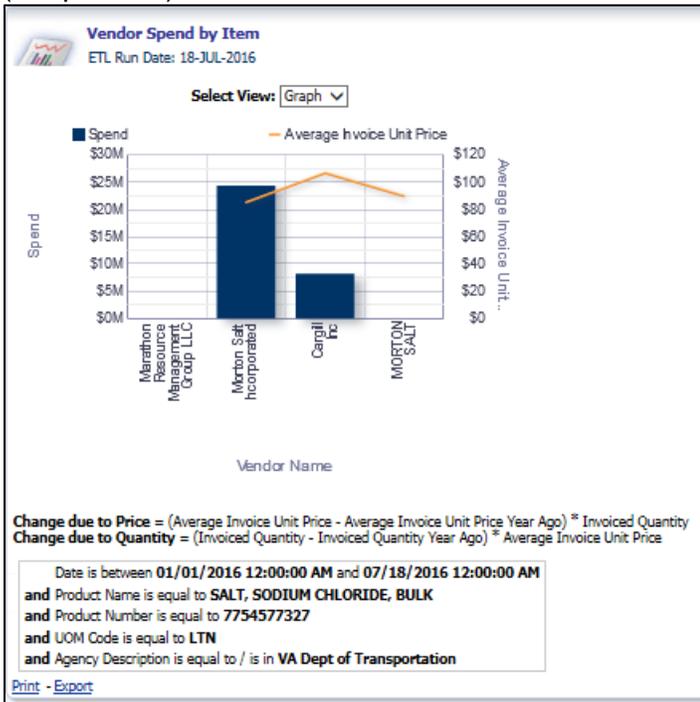
- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: Vendor Spend by Item

REPORT ID: BI-R.PO.0020

LAST REVISION: 07/18/2016

(Graph view)



(Table view)

Vendor Spend by Item
ETL Run Date: 18-JUL-2016

Select View:

Vendor Name	Spend	Spend Year Ago	Chg Spend Year Ago	Chg Spend % Year Ago	Change due to Price	Change due to Quantity	Average Invoice Unit Price	Average Invoice Unit Price Year Ago	Invoiced Quantity	Invoiced Quantity Year Ago
Marathon Resource Management Group LLC		\$64	(\$64)	(100.00)				\$255.00		0
Morton Salt Incorporated	\$24,381,529	\$1,595,708	\$22,785,822	1,427.94	\$757,053	\$22,734,687	\$85.36	\$82.71	285,645	19,294
Cargill Inc	\$8,080,923	\$11,139,339	(\$3,058,416)	(27.46)	\$12,708	(\$3,075,962)	\$107.07	\$106.90	75,475	104,205
MORTON SALT	\$51,337	\$29,154,257	(\$29,102,920)	(99.82)	\$3,569	(\$31,281,145)	\$90.05	\$83.79	570	347,941
Grand Total	\$32,513,789	\$41,889,368	(\$9,375,578)	(22.38)	\$773,331	(\$11,622,420)	\$89.89	\$88.85	361,691	471,440

Change due to Price = (Average Invoice Unit Price - Average Invoice Unit Price Year Ago) * Invoiced Quantity
 Change due to Quantity = (Invoiced Quantity - Invoiced Quantity Year Ago) * Average Invoice Unit Price

Date is between 01/01/2016 12:00:00 AM and 07/18/2016 12:00:00 AM
 and Product Name is equal to SALT, SODIUM CHLORIDE, BULK
 and Product Number is equal to 7754577327
 and UOM Code is equal to LTN
 and Agency Description is equal to / is in VA Dept of Transportation

[Print](#) - [Export](#)

DESCRIPTION:

This report displays a bar chart or a data table that analyzes the Vendor Spend by Item. Users will be able to analyze the Vendor Spend by Item based on the selection of the following prompts: Accounting Date, Vendor Name, Vendor Number, Purchasing Category, Product Name and Product Number.

PURPOSE / USE:

- Analyzes the Vendor Spend by Item.

PROMPTS:

- No prompts – the data on this report is based on the prompt values from the previous report.

DRILLDOWNS: None

GUIDED NAVIGATION TO: User can click on the Spend amount and navigate to Spend Transactions.

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

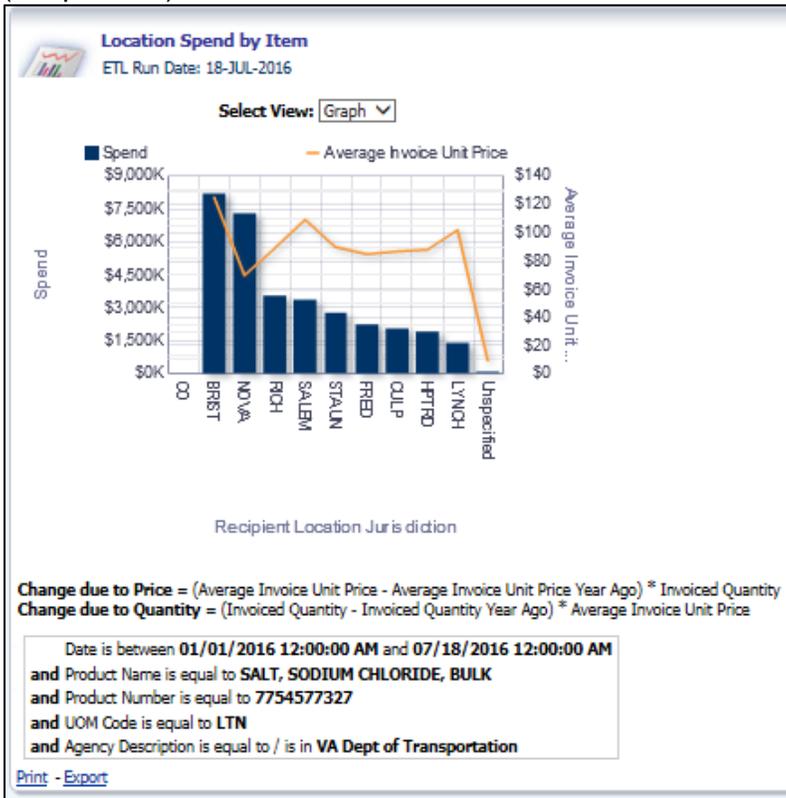
- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: Location Spend by Item

REPORT ID: BI-R.PO.0021

LAST REVISION: 07/18/2016

(Graph view)



(Table view)

Location Spend by Item
ETL Run Date: 18-JUL-2016

Select View:

Recipient Location Jurisdiction	Spend	Spend Year Ago	Chg Spend Year Ago	Chg Spend % Year Ago	Change due to Price	Change due to Quantity	Average Invoice Unit Price	Average Invoice Unit Price Year Ago	Invoiced Quantity	Invoiced Quantity Year Ago
CO		\$833,206	(\$833,206)	(100.00)				\$111.23		7,491
BRIST	\$8,162,998	\$7,994,915	\$168,084	2.10	\$468,017	(\$318,175)	\$124.32	\$117.19	65,662	68,221
NOVA	\$7,243,258	\$11,514,182	(\$4,270,923)	(37.09)	(\$413,704)	(\$3,648,814)	\$68.90	\$72.84	105,127	158,085
RICH	\$3,551,860	\$4,269,002	(\$717,142)	(16.80)	\$7,346	(\$725,989)	\$88.74	\$88.55	40,026	48,208
SALEM	\$3,332,468	\$3,277,775	\$54,693	1.67	\$12,239	\$42,611	\$109.05	\$108.65	30,559	30,168
STALIN	\$2,719,953	\$4,993,718	(\$2,273,764)	(45.53)	\$75,289	(\$2,415,926)	\$89.80	\$87.31	30,290	57,194
FRED	\$2,192,170	\$2,888,604	(\$696,434)	(24.11)	\$537	(\$697,142)	\$84.81	\$84.79	25,847	34,066
CULP	\$2,013,498	\$2,574,369	(\$560,871)	(21.79)	\$58,168	(\$637,455)	\$87.26	\$84.74	23,074	30,380
HPRD	\$1,877,629	\$1,677,102	\$200,527	11.96	(\$92,973)	\$279,652	\$87.76	\$92.11	21,395	18,208
LYNCH	\$1,362,417	\$1,337,023	\$25,393	1.90	(\$22,888)	\$47,483	\$102.46	\$104.18	13,298	12,834

Rows 1 - 10

Change due to Price = (Average Invoice Unit Price - Average Invoice Unit Price Year Ago) * Invoiced Quantity
Change due to Quantity = (Invoiced Quantity - Invoiced Quantity Year Ago) * Average Invoice Unit Price

Date is between **01/01/2016 12:00:00 AM** and **07/18/2016 12:00:00 AM**
 and Product Name is equal to **SALT, SODIUM CHLORIDE, BULK**
 and Product Number is equal to **7754577327**
 and UOM Code is equal to **LTN**
 and Agency Description is equal to / is in **VA Dept of Transportation**

[Print](#) - [Export](#)

DESCRIPTION:

This report displays a bar chart or a data table that analyzes the Location Spend by Item. Users will be able to analyze the Location Spend by Item based on the selection of the following prompts: Accounting Date, Vendor Name, Vendor Number, Purchasing Category, Product Name and Product Number.

PURPOSE / USE:

- Analyzes the Location Spend by Item.

PROMPTS:

- No prompts – the data on this report is based on the prompt values from the previous report.

DRILLDOWNS: None

GUIDED NAVIGATION TO: User can click on the Spend amount and navigate to Spend Transactions.

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

DASHBOARD PAGE: Contract Analysis

REPORTS: Contract Analysis

REPORT/LINKS/VISUALIZATION: Location Spend by Item

REPORT ID: BI-R.PO.0022

LAST REVISION: 07/18/2016

Contract Analysis
ETL Run Date: 18-JUL-2016

Product Name	Product Number	Vendor Name	Vendor Number	Source Agreement Status	Agreement Number	Line Number	Contract Category	Contract Description	Line Agreed Amount	Consumed Line Amount	Remaining Line Amount	Line Expiring Days
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--1	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--10	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--11	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--12	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--13	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--14	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--15	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--16	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--17	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	
SALT, SODIUM CHLORIDE, BULK	7754577327	MORTON SALT	0000052644	Approved	STATE--0000000000000000000000043081	ITEM--18	REQUIREMENTS	Sodium Chl (Road Salt) Re-Bid	\$0	\$0	\$0	

DESCRIPTION:

This report displays a data table that analyzes contract information by item or vendor. Users will be able to analyze contract information based on the selection of the following prompts: Vendor Name, Vendor Number, Purchasing Category, Product Name and Product Number.

PURPOSE / USE:

- Analyzes contract information by item or vendor.

PROMPTS:

- Vendor Name (optional) – Defaults to *blank* for all.
- Vendor Number (optional) – Defaults to *blank* for all.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Product Name (optional) – Defaults to *blank* for all.
- Product Number (optional) – Defaults to *blank* for all.

At least one prompt selection is required to run this report.

DRILLDOWNS: None

GUIDED NAVIGATION TO: None

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

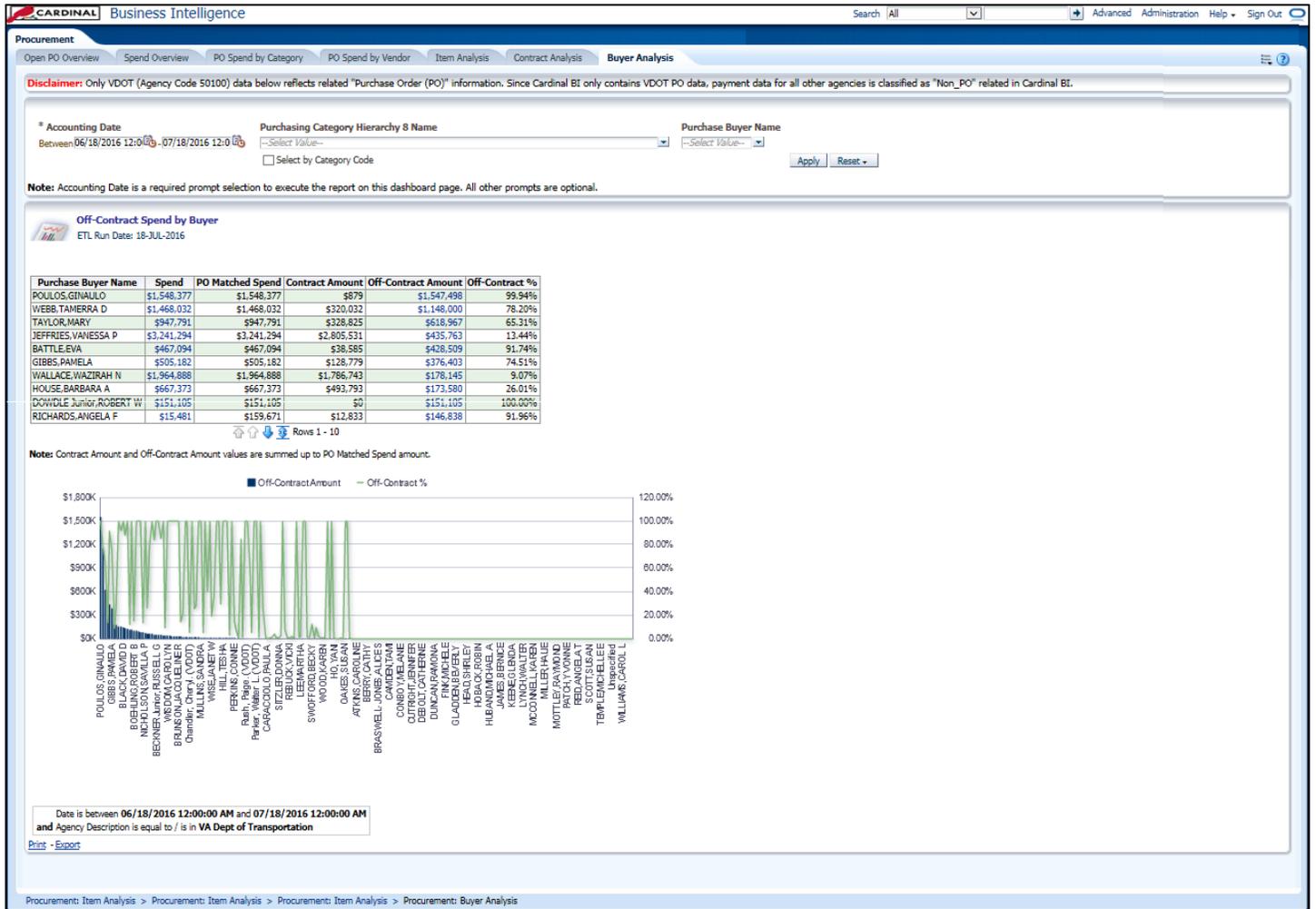
DASHBOARD PAGE: Buyer Analysis

REPORTS: Off-Contract Spend by Buyer

REPORT/LINKS/VISUALIZATION: Off-Contract Spend by Buyer

REPORT ID: BI-R.PO.0023

LAST REVISION: 07/18/2016



DESCRIPTION:

This report displays a graph and a data table that analyzes Off-Contract Spend by Buyer. Users will be able to analyze Off-Contract Spend by Buyer based on the selection of the following prompts: Accounting Date, Purchasing Category, and Buyer Name.

PURPOSE / USE:

- Analyzes Off-Contract Spend by Buyer.

PROMPTS:

- Accounting Date Range (required) – Defaults to last 30 days.
- Purchasing Category (optional) – Defaults to *blank* for all.
- Purchase Buyer Name (optional) – Defaults to *blank* for all.

Accounting Date is a required prompt selection to execute the report on this dashboard page. All other prompts are optional.

DRILLDOWNS: None

GUIDED NAVIGATION TO: User can click on the Spend amount or Off-Contract amount and navigate to Spend Transactions. User can also click on the graph and navigate to Spend Transactions.

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

**Other REPORTS: Spend Transaction
PO Transactions**

REPORT/LINKS/VISUALIZATION: Spend Transactions

REPORT ID: BI-R.PO.0024

LAST REVISION: 07/18/2016

Date	Invoice Number	Invoice Line Number	Voucher ID	Vendor Name	Product Number	Product Name	Invoice Item Description	Invoice Type	Invoice Distribution Type	Invoiced Amount	Contract Spend	Off-Contract Spend	Contract Leakage	PO Matched Spend	Invoiced Quantity	UOM Code	Purchase Order Number
6/20/2016	2229934	1	00619134	NORFOLK WIRE - RICHMOND INC	23836	TESTING EQ	FLUKE TESTER-VERNON™ EP2400664	REG	INVDIST-DST	\$21,264	\$0	\$21,264	\$0	\$21,264	0	EA	50100~0001139672
6/21/2016	6665011882	1	00619570	SAP Public Services	9204501000	SOFTWARE MAINTENANCE/SUPPORT	(160421174728)SAP BUS08) NTCE	REG	INVDIST-DST	\$42,184	\$0	\$42,184	\$42,184	\$42,184	1	EA	50100~0001138113
6/21/2016	804649120	1	00619573	SHI International Corp	25451	All Catego	MICROSOFT EAzure-VDOOT MS EA RE	REG	INVDIST-DST	\$405,538	\$0	\$405,538	\$0	\$405,538	1	EA	50100~0001140670
6/22/2016	AR157405	1	00620021	Computer Aid Inc	9182923000	CONSULTING, SOFTWARE, PER VIRG	VDOOT TOC ATMS SUPPORT FOR MAY	REG	INVDIST-DST	\$71,710	\$0	\$71,710	\$0	\$71,710	0	EA	50100~0001134386
7/1/2016	1915	1	00621651	3D Communication Inc	7307255000	PARTS AND ACCESSORIES, TELECOM	MOVEPHONE LINES FOR NEW OFFICE	REG	INVDIST-DST	\$488	\$0	\$488	\$0	\$488	7	EA	50100~0001138623
7/1/2016	20543	1	00621278	SOUTHEASTERN INSTITUTE OF RESEARCH INC	25451	All Catego	SIR's Professional Services du	REG	INVDIST-DST	\$63	\$63	\$0	\$0	\$63	0	HUR	50100~0001121434
7/1/2016	20543	2	00621278	SOUTHEASTERN INSTITUTE OF RESEARCH INC	25451	All Catego	SIR's Professional Services du	REG	INVDIST-DST	\$846	\$0	\$846	\$0	\$846	0	HUR	50100~0001121434
7/1/2016	20600	1	00620780	SOUTHEASTERN INSTITUTE OF RESEARCH INC	25451	All Catego	TO#25 SIR'S PROFESSIONAL SERVI	REG	INVDIST-DST	\$816	\$816	\$0	\$0	\$816	0	HUR	50100~0001121434
7/1/2016	20601	1	00620820	SOUTHEASTERN INSTITUTE OF RESEARCH INC	25451	All Catego	TO#22 SIR'S PROFESSIONAL SERVI	REG	INVDIST-DST	\$1,913	\$0	\$1,913	\$0	\$1,913	0	HUR	50100~0001121434
7/1/2016	3764	1	00621510	Triad Technology Partners LLC	25451	All Catego	IBM Urban Code Deploy server	REG	INVDIST-DST	\$74,174	\$0	\$74,174	\$0	\$74,174	0	EA	50100~0001140458

DESCRIPTION:

This report displays a data table that analyzes Spend Transactions by voucher line detail. Users will be able to navigate to this report from one of the following reports: BI-R.PO.0012 – PO Spend by Category, BI-R.PO.0013 – Category PO Spend by Vendor, BI-R.PO.0016 – PO Spend by Vendor, BI-R.PO.0017 – Vendor PO Spend by Category, BI-R.PO.0019 – Spend Trend by Item, BI-R.PO.0020 – Vendor Spend by Item, BI-R.PO.0021 – Location Spend by Item, BI-R.PO.0023 - Off-Contract Spend by Buyer or BI-R.PO.0025 - PO Transactions.

PURPOSE / USE:

- Analyzes Spend Transactions by voucher line detail.

PROMPTS:

- No prompts – the data on this report is based on the prompt values from the previous report.

DRILLDOWNS: None

GUIDED NAVIGATION FROM: User can click an amount and navigate from one of the following reports:

- BI-R.PO.0012 – PO Spend by Category
- BI-R.PO.0013 – Category PO Spend by Vendor
- BI-R.PO.0016 – PO Spend by Vendor
- BI-R.PO.0017 – Vendor PO Spend by Category
- BI-R.PO.0019 – Spend Trend by Item
- BI-R.PO.0020 – Vendor Spend by Item
- BI-R.PO.0021 – Location Spend by Item
- BI-R.PO.0023 - Off-Contract Spend by Buyer
- BI-R.PO.0025 - PO Transactions.

GUIDED NAVIGATION TO: User can click on the Purchase Order Number and navigate to PO Transactions.

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.

REPORT/LINKS/VISUALIZATION: PO Transactions

REPORT ID: BI-R.PO.0025

LAST REVISION: 07/18/2016

Purchase Order Entered Date	Contract Reference Number	Blanket Agreement Num	Agreement Type	PO Number	PO Line Number	Vendor Name	Product Number	Product Name	PO Item Description	PO Amount	Contract Amount	Off-Contract Amount	Contract Leakage Amount	PO Quantity	Avg PO Unit Price
5/4/2016			Non-Agreement	50100-0001138113	1	SAP Public Services	9204501000	SOFTWARE MAINTENANCE/SUPPORT	4 UN SAP BusObj Integration f. ESRI GIS (CPU) 5 UN SAP BusObj Explorer (USR) 5 UN SAP BusObj Xcelsius Ent. Int.View.(USR) 5 UN SAP BusObj Xcelsius Enterprise Electronic Software Download&c	\$42,184	\$0	\$42,184	\$42,184	1	\$42,184.17
Grand Total										\$42,184	\$0	\$42,184	\$42,184	1	\$42,184.17

Product Name is equal to / is in SOFTWARE MAINTENANCE/SUPPORT
and Purchase Order Number is equal to / is in 50100-0001138113
and Product Number is equal to / is in 9204501000
and CASE WHEN ROW WID <-> 0 AND Redacted BI Column List LIKE '%ORG_NAME%' THEN VALUEOF("Custom_COVA_Redacted_Value") ELSE Vendor Name END is equal to / is in SAP Public Services
and Agency Description is equal to / is in VA Dept of Transportation

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DESCRIPTION:

This report displays a data table that analyzes PO Transactions by PO line detail. Users will be able to navigate to this report from one of the following reports: BI-R.PO.0024 – Spend Transactions or BI-R.PO.0004 – Open PO Amount by Category or Vendor.

PURPOSE / USE:

- Analyzes PO Transactions by PO line detail.

PROMPTS:

- No prompts – the data on this report is based on the prompt values from the previous report.

DRILLDOWNS: None

GUIDED NAVIGATION FROM: User can click an amount and navigate from one of the following reports:
BI-R.PO.0024 – Spend Transactions
BI-R.PO.0004 – Open PO Amount by Category or Vendor

LIGHT BULB FROM: None

DATA:

ADDITIONAL INFO:

- Vendor Name and Vendor Number will be redacted if the transaction is sensitive and if the Vendor name and number fields are defined in the redacted list of PeopleSoft columns.