

APP Report List

This document is a quick reference guide for users wishing to understand the contents of each report in the Arizona Procurement Portal (APP). If you have any questions, please contact the APP Help Desk at app@azdoa.gov. Additional resources are also available on the SPO website: <https://spo.az.gov/>.

The 41 APP queries that are currently available in the Analytics tab are listed below. This document provides the user with an idea of what the report will contain when it has been extracted. *Please use the following link to view an example of the report you are interested in: [APP Report List](#)

APP Report List

1. _AZ_Report - 01 PO Spend by Contract in date range
2. _AZ_Report - 02 Spend by Commodity per Fiscal Year
3. _AZ_Report - 03 PO Spend by Commodity
4. _AZ_Report - 04 PO Line Item Spend (with Contract Info)
5. _AZ_Report - 05 Change Orders by Division, Contract & Vendor
6. _AZ_Report - 06 POs with Receiver - No Invoice
7. _AZ_Report - 07 POs with Invoice - No Receiver
8. _AZ_Report - 08 Off-Contract Purchase Report
9. _AZ_Report_v2 - 09 Outstanding PO's_1
10. _AZ_Report - 10 Receipt to Invoice Cycle Time
11. _AZ_Report - 11 PO to Receipt Cycle Time
12. _AZ_Report - 12 PR to PO Creation Cycle Time
13. _AZ_Report - 13 PO Liquidation Status
14. _AZ_Report - 14 Invoice Payment Report
15. _AZ_Report - 15 Encumbered Expenditures
16. _AZ_Report - 16 Spend by Vendor by Contract
17. _AZ_Report - 17 POs not paid out
18. _AZ_Report - 18 Open PO Report
19. _AZ_Report - 19 Milestone/Subscription PO Report
20. _AZ_Report - 20 Spend by Purchase Type
21. _AZ_Report - 21 Rejected Invoices from AFIS
22. _AZ_Report - 22 PO's with Encumbrance Error
23. _AZ_Report - 23 Budget Validation Rejections from AFIS
24. _AZ_Report - 24 Set-Aside Spend
25. _AZ_Report - 25 Requisition Status Report
26. _AZ_Report - 26 Invoice Status Report
27. _AZ_Report - 27 Invoice Aging Report
28. _AZ_Report - 28 PO Status Report
29. _AZ_Report - 29 PO to Invoice Payment Cycle Time
30. _AZ_Report - 30 Expiring Contracts
31. _AZ_Report - 30 Expiring Contracts (With more fields)
32. _AZ_Report - 31 Co-op Contracts
33. _AZ_Report - 32 Contracts by Status

34. _AZ_Report - 32 Contracts by Status_1
 35. _AZ_Report - 32 Contracts by Status with division
 36. _AZ_Report - 33 Certificate of Insurance Expiration
 37. _AZ_Report - 34 Contract Nearing Max End Date
 38. _AZ_Report - 35 Registered Veteran Owned Businesses
 39. _AZ_Report - 36 Registered M/WBE Suppliers
 40. _AZ_Report - 36 Registered M/WBE Suppliers_ContactInfo
 41. _AZ_Report - 36 Registered M/WBE Suppliers_1
 42. _AZ_Report - 37 Contracts with Federal Expenditures
 43. _AZ_Report - 38 Purchase Order Report by Agency
 44. _AZ_Report - 39 SPO Website
 45. _AZ_Report - 40 Receipt Status
 46. _AZ_Report - 41 Supplier List
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Resources

Click the link below for more information on reporting in APP:

<https://spointra.az.gov/arizona-procurement-portal/app-support/quick-reference-guides-176-upgrade/quick-reference-guides-176#overlay-context=file/1355>