

**Authorities Budget Office
Procurement Report for State Authorities Data Dictionary**

Variable	Data Type	Definition
Authority Name	Text	Name of the Public Authority
Fiscal Year End Date	Date	Date of Fiscal Year end for the Authority
Procurements	Text	N indicates that the authority reported having no procurement transactions that have an actual or estimated value of \$5,000 or more. All the remaining fields are blank when authorities report having no procurement transactions. This field is blank when the authority reported having procurement transactions.
Vendor Name	Text	Name of the vendor
Vendor City	Text	City of the vendor
Vendor State	Text	State of the vendor. This field is blank if vendor is from outside the United States
Vendor Postal Code	Text	Zip code of the vendor
Vendor Province/Region	Text	If the vendor is within the United States, this field is blank. If the vendor is from outside the United States, this field may provide additional location information.
Vendor Country	Text	Country of the vendor
Procurement Description	Text	Description of the goods/services procured
Type of Procurement	Text	Indicates the type of goods/services procured. Authorities may select from these options: <ul style="list-style-type: none"> • Commodities/supplies • Consulting services • Design and construction/maintenance • Financial services • Legal services • Staffing services • Technology - consulting/development or support • Technology - hardware • Technology - software • Telecommunication equipment or services • Other professional services • Other
Award Process	Text	Indicates the process by which the contract was awarded. Authorities may select from four options: <ol style="list-style-type: none"> 1. Purchased Under State Contract - The authority used a pre-approved statewide contract, or piggy-backed on an active contract through the State Office of General Services, a state or local agency, or another public authority. 2. Authority Contract – Competitive Bid - The contract or transaction was selected through a competitive process by the authority.

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		3. Authority Contract – Non-Competitive Bid - The contract or transaction was awarded by the authority without a competitive selection process. 4. Non Contract Procurement/Purchase Order - A cumulative payment of \$5,000 or more to a single vendor during the fiscal year made without contractual agreements.
Number of Bids or Proposals received	Text	Number of bids or proposals received prior to award of contract. This field is blank if the authority didn't enter any information. Specific details for any procurement transaction would need to be clarified by the reporting authority.
Vendor is a MWBE	Text	Y/N field that indicates whether the vendor awarded the contract is a minority or woman-owned business enterprise (MWBE). Y indicates that the vendor is a MWBE and N indicates that it is not a MWBE. This field may be blank if the award process is either Non Contract Procurement/Purchase Order or State Contract or if the authority didn't enter any information.
Solicited MWBE	Text	Y/N field that indicates if MBWE firms were solicited as part of the procurement process. Y indicates that MBWE vendors were solicited and N indicates that MBWE vendors were not solicited. This field may be blank if the award process is either Non Contract Procurement/Purchase Order or State Contract or if the authority didn't enter any information.
Number of MWBE proposals	Text	Indicates the number of bids or proposals received from MWBE firms. This field may be blank if the award process is either Non Contract Procurement/Purchase Order or State Contract or if the authority didn't enter any information.
Award Date	Date	Date the contract was awarded. This field is blank if the award process is either Non Contract Procurement/Purchase Order or State Contract or if the authority didn't enter any information.
Begin Date	Date	Indicates the start date of the contract. This field is blank if the award process is either Non Contract Procurement/Purchase Order or State Contract or if the authority didn't enter any information.
End Date	Date	End date of the contract. This field is blank if the contract is open ended, if the award process is either Non Contract Procurement/Purchase Order or State Contract or if the authority didn't enter any information.
Contract Amount	Text	Total value of the contract. This field may be blank if the contract is open ended, if the award process is either Non Contract Procurement/Purchase Order or State Contract or if the authority didn't enter any information.
Amount Expended For Fiscal Year	Text	Amount expended under the contract during fiscal year
Amount Expended To Date	Text	Amount expended since start of the contract to date. This field is blank if the authority didn't enter any information.

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Current or Outstanding Balance	Text	Amount from contract remaining to be expended. Current balance is negative when the amount expended to date exceeds the original contract amount. This field is blank if the authority didn't enter any information. Specific details for any procurement transaction would need to be clarified by the reporting authority.