Contract Target Value
What to do?

- Determine the reason for the exceeded value
  - Has the contract been completed?
  - Has a change order been issued?
  - Has a purchase order been issued against an incorrect contract?
  - Have purchase orders been closed out incorrectly?

- Does the reason justify an increase in the contract
What to do?

• Identify the contract number and the contract line item

• If purchase orders have been closed out incorrectly, identify the amount that needs to be adjusted.
  – BW Report – PO by Contract Report

• Provide the information to the Procurement Manager for the contract