Expiring Contracts Queries

There are two queries in MyFIN to view expiring contracts: SLC_SUP_CNTRCTS_EXPIRING (for expense contracts) and SLC_CUST_CNTRCTS_EXPIRING (for revenue contracts). When you run these queries, it will prompt you to put in the "expiration date from" and the "expiration date to" so that the period is defined, so 01/01 through 12/31. These queries will bring up **all** contracts that are expiring in the identified period, not just your agency.

For expense contracts, SLC_SUP_CNTRCTS_EXPIRING: If you sort on column F, "Contract Description", you can find the contracts that belong just to your agency by looking at the 3 digit agency acronym (e.g. ORD, HEA, PAR, HR, etc.). Please note that CZ and CW contracts are countywide contracts that you may have an interest in looking over as well.

For revenue contracts, SLC_CUST_CNTRCTS_EXPIRING: If you sort on column B, "Agency Name", you will find contracts that belong to your agency. If your agency does not have a specific unit, like AGE01, it will fall under SLC Support and you can, again, look to the Description column, column E, to find your agencies contracts.

If you have any issues running these queries, please reach out to Tiggy Carlson.