

Contract Performance Info Page

Challenges for Change is a plan to make Vermont government and services more effective so that better results are delivered at lower cost to taxpayers. Challenges for Change was authorized by Act 68 (the Challenges Bill) of the 2009- 2010 legislative session. As a result of the Challenges for Change initiative, a new page called “Performance Info” has been added to the contracts section of the Purchasing module. This page is a mandatory page that must be filled in and approved before new contracts added to the financial system can be approved. The performance info page provides a mechanism to track performance contracts and compliance with performance measures. Contracts with a start date \geq 7-1-10 are automatically designated as challenges for change contracts. The performance info page must be filled out and approved before the contract can be approved.

On the **VT Performance Info** page:

The screenshot shows the 'VT Performance Info' page for a contract. The top section contains contract details: Agency/Dept: CPS Central Purch Political SubDiv, Contract ID: 000000000000000000009514, Vendor Name: W.B. Mason Co., Inc., Supplier ID: 0000283240, Address: PO Box 981101, City, State, Zip: Boston, MA 02298, Start Date: 01/01/2020, Expire Date: 12/31/2022, Description: CPS KITCHEN SUPPLIES/PAPER, Maximum Payable: \$300,000.00, C4C Contract: , and Approved: . Below this is the 'Financial Information' section with a question 'Does this agreement include performance measures tied to outcomes and/or funding?' and radio buttons for 'Yes' and 'No'. It also shows an 'Estimated Funding Split' table with columns for G-Fund, F-Fund, S-Funds, GC-Fund, and Other, with a total of 100% and an 'Explain' field containing 'DEPT DEPENDENT'. The 'General Procurement Information' section includes dropdown menus for 'Process used' (Standard bid or RFP) and 'Agreement type' (Commodity).

The information in the dotted area above will fill in from the Contract page

1. The C4C (challenges for change) box is checked and grayed out as will be the default for all contracts entered with a start date \geq 7-1-10
2. “Yes” or “No” must be selected for the question of ‘Does this agreement include performance measures tied to outcomes and/or funding?’
3. **Estimated Funding Split** - A percentage must be entered for how the contract money will be spent. The total funding splits must equal 100%. These splits will automatically calculate the dollar amount based on the percentages entered per each fund:
 - G-Fund = general fund
 - F-Fund = federal fund
 - S-Fund = special fund
 - GC-Fund = global commitment fund

- Other (If “Other” is chosen, a text box will open and a description of the funding source must be entered) Note: For contracts that can be used throughout the state, such as Purchasing and Contract Administration contracts with an origin code of CP or CPS or master contracts such as those for Marketing and DII, if the funding source cannot be determined then use 100% “Other”. A suggested description of the funding source would be “Central Purchasing” or “Master”
4. The **Process used** and the **Agreement type** must be selected based on information gathered from the AA-14 form
 5. **Approved Checkbox** - This box must be checked if the C4C box is checked. Only users with security to approve a contract will be able to approve the Performance Info page. A contract that is a C4C contract must have the Performance Info page approved before the contract can be approved