

DATE: February 3, 2016

TO: Agency Addressed (No. 20, 15-16)

FROM: Christina Smith, Director  
Division of Accounting and Auditing  
Department of Financial Services

SUBJECT: ENHANCEMENTS TO THE FLORIDA ACCOUNTABILITY CONTRACT TRACKING SYSTEM (FACTS)

Several enhancements have been made to the Florida Accountability Contract Tracking System (FACTS) and became effective January 27, 2016. Additional details on the enhancements are included in the FACTS Manual posted online and described below.

1. FACTS users sometimes need to delete, change, or add vendors to an agreement. Prior to this enhancement, if a user deleted one vendor, added a new vendor, and the new vendor was inactive in FLAIR, FACTS would return an error message and the vendor field would remain blank. This would cause agreements to exist in FACTS with a blank vendor field. With this enhancement, rather than return an error message, FACTS will default to the previous vendor. This validation will also occur whenever an agency attempts to reactivate a closed record.
2. The Main Search and Advanced Search functions have been modified:
  - The Fiscal Year field title description was modified to read: "Fiscal Year of Execution".
  - Users will see more descriptive language for the "Fiscal Year of Execution" field when they move the mouse over this field. The new language reads: "To view all contracts, grant awards or purchase orders that were executed during a specific fiscal year, select one of the options available by clicking the drop down arrow in the entry field. Please note that an agreement may be active for multiple fiscal years after it is executed; this search is based only on the fiscal year in which the agreement was executed."
  - All system standard codes and descriptions were modified to allow users to select multiple search criteria to enhance the Advanced Search's flexibility. To search for multiple selections, hold the CTRL key down while selecting multiple parameters.
  - The Commodity/Service Type field description was modified to correct a spelling error in the description when the user moves the mouse over this field.
  - Historical records have been partitioned to another table to significantly increase the speed of search results.

3. The Audit Findings criteria for contracts in FACTS now display in correct sequential order under the major headings (i. e. Scope, Deliverables, etc.).
4. The Account Code validation process was amended to verify account codes for the current and previous fiscal year only.

All enhancements and or changes to FACTS are documented and communicated through the FACTS Release Notes located on the FACTS Project Website at <http://www.myfloridacfo.com/division/AA/FACTSReporting/AAM2016FACTSReleasenotes.xls>  
[x](#)

Please contact [FACTS.Info@MyFloridaCFO.com](mailto:FACTS.Info@MyFloridaCFO.com) if you have questions about these changes.