APC001 – Suppliers

APC001 converts supplier information to support business processes in the Accounts Payable, Purchasing, and Asset Management modules, and the Custom Grants Information page.

As part of APC001 Supplier Conversion for Mock Conversion 4, a one-time crosswalk file for conversion purposes only has been generated with data as of November 8, 2025. The Supplier Crosswalk ties the legacy Vendor IDs and Sequence Numbers to the Florida PALM Supplier IDs.

NOTE: *The Supplier IDs within the Supplier Crosswalk will change with each Mock Conversion. A new Supplier Crosswalk will be shared with agencies after <u>each</u> Mock Conversion run. A final Supplier Crosswalk will be shared with agencies as part of cutover activities for Financials and Payroll wave go-live.*

There is limited information available within the Supplier Crosswalk as this file is intended to provide the unique identifiers from the legacy systems mapped to the Florida PALM Supplier ID so that agency business systems can be updated. The Legacy Supplier ID will only be used for supplier conversion purposes and will not be part of the Florida PALM supplier record. Additional information regarding the Supplier Crosswalk and the layout of the file is available in the Knowledge Center Suppliers (APC001). The Supplier Crosswalk layout has been updated to include the Alternate Payment Name 1 field that will provide the Vendor Name value from the Legacy Sequence Number.

For Mock Conversion 4, the Supplier Crosswalk layout has been updated to remove Social Security Numbers (any TIN that begins with "S") from the TIN field. In addition, it has been updated to include the supplier's Default Location code, and the existing Location Code field has been updated to show the location that is associated with the corresponding supplier address sequence number. There is a pending update that is not reflected in the current crosswalk to ensure the W9 address is not the default address assigned to the Location Code.

Recommended Agency Actions for Mock Conversions

- Review the Supplier Crosswalk, which includes the Florida PALM generated Supplier IDs and agency Supplier records. Agencies should use these Supplier IDs for User Acceptance Testing (UAT).
- Find all Supplier records in the Supplier Crosswalk that are needed for use by your agency. Consider other conversion activities where there may have been errors due to missing supplier records, such as GMC001 and POC001. Suppliers will need to have active vendor records in the Statewide Vendor File to ensure records are properly converted.