A&E Contract Procurement Process

DPAC
- Develop RFQ
- Evaluate Responsiveness
- Conduct Negotiations
- Finalize Contract
- Sign Contract

Selection Committee
- Initial Evaluation (SOQ Review)
- Final Evaluation (Interviews)

Consultant
- Submit SOQ by 3:00pm
- Complete Financial Documents Package
- Respond to Assessment
- Sign Contract

A&E
- Review SHR Apps
- Evaluate Financial Documents
- Most Highly Qualified Consultant Identified
- Financial Documents Package Obtained
- Final Cost Proposal Received
- Contract Executed

Contract Request Package Received
- RFQ Advertised
- SOQ Submittal Deadline (14 Day Ad)
- Short-Listed Consultants Identified
- Complete Financial Documents Package
- Review SHR Apps

NUMBER OF CALENDAR DAYS
0 5 10 15 20 25 30 35 40 45

Short-Listed Consultants Identified
Most Highly Qualified Consultant Identified
Financial Documents Package Obtained
Final Cost Proposal Received
Contract Executed