

Contract Execution and Project Setup for Best Value Projects

- Innovative Delivery requests Contract ID from Construction Bidding and provides Construction Bidding with the following:
 - PI Number
 - DB CES File, Only DB Pay Items (File will be transferred by Engineering Services)
 - Bid Amounts for Pay Items
 - Vendor Information
 - District and Area Information
- Innovative Delivery requests concurrence from the Bid Review Committee, Chief Engineer, and Commissioner
- Innovative Delivery receives Contract ID from Construction Bidding
- Innovative Delivery receives concurrence from Bid Review Committee, Chief Engineer, and Commissioner
- Innovative Delivery provides the DB Contractor with a PDF of the DB Contract ready for Execution
- DB Contractor produces and executes 6 copies of the DB Contract
- DB Contractor returns 6 executed copies to Innovative Delivery.
- Innovative Delivery routes for remaining signatures and approvals in CATS
- Innovative Delivery receives 6 copies of the executed contract (1 for Construction Bidding, 1 for FHWA, 1 for Innovative Delivery, 1 for Accounting, 1 for DB Contractor, and 1 for the General File)
- Innovative Delivery provides DB Contractor with 1 copy of the executed contract and issues NTP 1
- Innovative Delivery provides Accounting with 1 copy of the executed contract (hand deliver to Greg Newton)
- Innovative Delivery provides the General File with 1 copy of the executed contract and NTP 1
- Innovative Delivery provides FHWA with 1 copy of the executed contract and NTP 1
- Innovative Delivery provides Construction Bidding with 1 copy of the executed contract and NTP 1 and requests the project be setup in Site Manager.
- Construction Bidding sets the project up in Site Manager.