

DIA PROMPT PAYMENT TIMELINE

PROFESSIONAL SERVICES

Application for Payment Submitted electronically to Contract Administration In-Box CONTRACTADMININVOICES@FLYDENVER.COM

START

Contract Management reviews the Payment Application

8 DAYS

Project Manager reviews the Payment Application

8 DAYS

CONSTRUCTION

Application for Payment Submitted electronically to Contract Administration In-Box CONTRACTADMININVOICES@FLYDENVER.COM

START

Project Manager reviews the Payment Application

8 DAYS

Contract Management reviews the Payment Application

Contract Administration Final Review

1 DAY

Contract Accounting Review forwards to Controller's Office

4 DAYS

DOWNTOWN - Controller's Office Prevailing Wage

15 DAYS

REJECTED - Payment withheld until Prevailing Wage documentation is satisfied

- DAYS AT DIA = 21
- DAYS DOWNTOWN = 15
- DAYS ALLOTTED BY PROMPT PAY = 36

15 DAY

APPROVED -
Check issued