VECP Process

Conceptual VECP Submission - Process Flowchart

1. Contractor submits Conceptual VECP to the DCA
2. DCA forwards proposal to the Engineer, District VE Coordinator, & Central Office VECP Coordinator
3. Total Savings?
   - Savings < $50,000
     - District Review
     - District Review and Decision by District Deputy Director
     - Valid concept?
       - Yes: Concurrence of Deputy Directors
         - Planning & Engineering
         - Construction
         - Operations
         - District
         - DCA notifies Contractor of approval to submit preliminary proposal
       - No: Concept rejected
         - Response typically provided within 5 working days of receipt of Conceptual VECP
VECP Process

Preliminary VECP Submission - Process Flowchart

Contractor submits Preliminary VECP to the DCA

DCA forwards proposal to the Engineer, District VE Coordinator, & Central Office VECP Coordinator

Central Office VECP Coordinator forwards submission to FHWA if full oversight project

District/Central Office Review

District Project Manager Evaluation

Office of Estimating provides Minimum Guaranteed VECP Savings

Central Office VECP Coordinator coordinates the appropriate engineering reviews

Proposal rejected

Valid proposal?

Proposal accepted

FHWA review and concurrence (if project requires full Federal oversight or if VECP involves proprietary items on Federal-aid projects)

Response typically provided within 10 working days of receipt of Preliminary VECP or as otherwise mutually agreed by the parties

Change Order 1 is executed authorizing Contractor to proceed with design work

Oct 2019
VECP Process

Final VECP Submission - Process Flowchart

1. Contractor submits Final VECP and drawings to the DCA (within 15 working days of CO #1)
2. DCA forwards submission to the Engineer, District VE Coordinator, & Central Office VECP Coordinator
3. Engineer reviews final drawings
4. Drawings acceptable?
   - Change Order 2 is executed deducting the dollar amount of the original contract items that are to be replaced
   - Change Order 3 is executed adding the dollar amount of the new VECP items plus 50% of the net VECP savings

Central Office VECP Coordinator forwards submission to FHWA if full oversight project