


MODULE 6
CONTRACT & PROJECT MANAGEMENT

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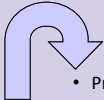
After Execution of Contract



- In some cases, issue a Notice to Proceed
- Ensure contractor compliance with start-up obligations
- Administration transferred from procurement officer to contract manager
- Contract manager works in coordination with Project Manager

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Importance of Follow-Up



- Procurement evolves into contracting and contract administration
- Compliance during performance
- Enforcement during performance through periodic work inspections
- Coordination between procurement and program staff to ensure proper payment

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Overlap of Contract Management and Project Management

- Contract management ensures fulfilment of contract requirements of all contractor obligations and payment for work or service delivered
- Project management is the process of completing the project by the contractor in meeting the Recipient's objectives and assuring work being done accordingly and within the contracted amount & timeline
- Contract Manager or Contract Officer works in coordination with Project Manager throughout contract to closeout

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Post-Award Procedures

1. Hold post-award conference
2. Issue notice to proceed, if applicable
3. Monitor contractor performance/compliance
4. Receipt of supplies, services, or construction.
5. Monitoring Inspection of supplies, services, or construction.
6. Acceptance of supplies, services, or construction.
7. Payment for work completed and accepted.
8. Exercise any applicable options for additional quantity or time period.
9. Project and Contract completion.
10. Project and Contract closeout.

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Q & A Session

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