Contractor Pay on projects funded by the TSSBA

Campus Planning/Construction Administration

Progress Meeting

1. Contractor submits pay request to Designer and CA
2. Designer and CA reviews and certifies

CPCA Construction Representative
1. Reviews content and log it into PITS
2. Makes pre-list call to TSSBA

Business Office
1. Acknowledges adjustments
2. Audits
3. Makes entry into Edison (if part non-SB)
4. Makes entry into PITS
5. Sends notice of pay to payee
6. Sends pay app to TSSBA for disbursement

TSSBA
1. Evaluates
2. Consummates funding acquisition
3. Makes deposit into state Treasury
4. Sends warrant to Treasury for disbursement

Treasury
1. Makes automated deposit to Contractor’s account

Contractor’s Bank

Contractor