

BULLETIN

OAKLAND CITY COUNCIL APPROVES

REVISED PROMPT PAYMENT POLICY

PROMPT PAYMENT Now applies to grant funded agreements

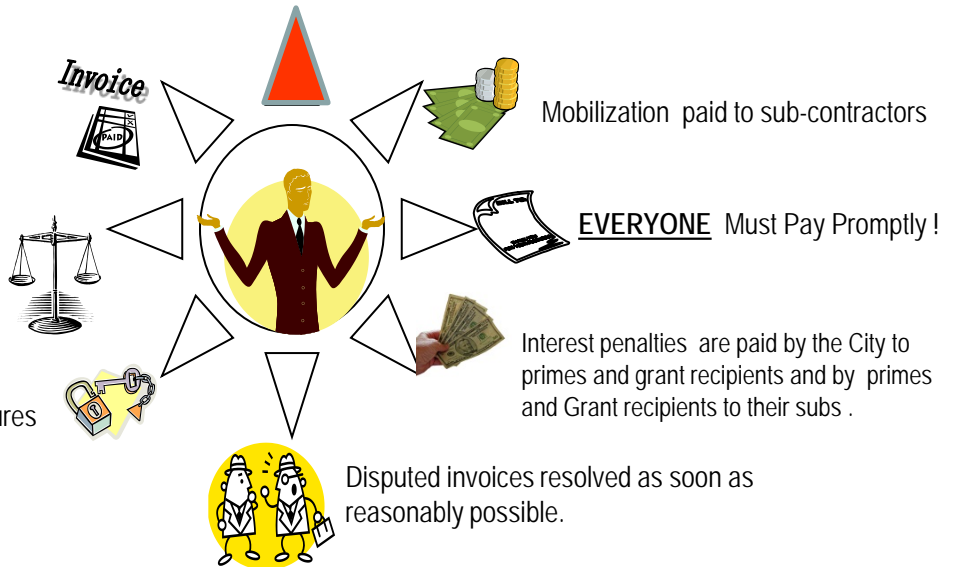
A Compliance Officer is available to expedite payments and resolve disputed invoices. See contact info below.

Now Applies to Grant Funded Agreements !

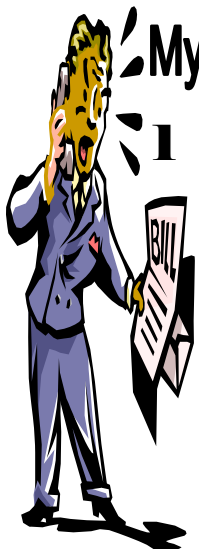
Undisputed invoices must be paid within 20 working days or interest penalties will apply.

Decisions may be appealed to the City Administrator.

The Compliance Officer ensures payment upon resolution of disputed invoice.



My cash flow has stopped ! What should I do ?



- 1** IMMEDIATELY contact the Contract Compliance Officer in the event of a DISPUTED INVOICE.
Also Complete and submit the "Prompt Payment & Investigation Form.
- 2** Submit a completed "Prompt Payment Invoice Transmittal Form and attach two copies of your invoice. Make sure to provide all information.
- 3** For final payments make sure your exit affidavit is submitted to your compliance officer.
- 4** For construction projects, make sure ALL certified payrolls have been entered into the LCP Tracker and you have had conversations with the City Inspector.
- 5** Call for assistance before an issue goes too far. Resolutions are easier if addressed right away.