

48 hour Estimate Clock Starts 48 hour Estimate Clock Ends

N

Engineering Review

Schedule Engineering

Engineering

Engineering

Estimating

Kick Off Call

Project Review

Approvals

Submit Drawings

Review

Drafted

Schedule Drafting

Y

Is Info Complete?

Y

Estimate

Logged - Assigned

 1 Day for Process Allowed

Rep sends Quote to Customer

Quote sent to Rep

N

Estimator

10 working days

Drafting, Sales, Estimating, WTW, Engineering and Customer

Key:

Red Font = Area of Responsibility

Black Font = Activity/Process Steps

Lead-Time:

Estimates – 48 hours – unless other arrangements met

From Complete PO to Approvals – 10 working days for each approval process

Cut list/Construction Drawings – 10 working days once final approvals returned

Engineering

Y

N

Quote Engineering Fees Only

Preliminary Review (if requested)

Engineering

Pre-Review

Estimating

Sales

Quote Request Submitted

Changes

Sales

Estimator

Drafter

Cutlist sent to Customer Service for Entry– Construction Drawings sent to Customer

Engineering

Drawings and/or Calculations Sealed

Purchase Order Issued

Customer

Drafting

Drafting

Customer

