



# PROFESSIONAL SERVICES MANAGEMENT UNIT

NCDOT Technical Services Division



**NCDOT's Professional Services Management Unit (PSMU) manages procurement of all professional and specialty consultant talent that support NCDOT divisions, units and projects at all levels and phases.**

As the central source for consultant procurement, PSMU provides administration and management of professional service contracts plus knowledge and expertise that enable NCDOT units to secure the contract talent they need for project delivery.

PSMU's Connect site serves as a one-stop information hub for companies seeking to do business with NCDOT.

It contains tools and guidance on becoming prequalified, guidelines and forms, listings of advertised work and selection results for consultant contracts.

An online Professional Services Management Resources site provides information and tools to guide NCDOT staff through the talent procurement process.

## Contact

Email [psmu-411@ncdot.gov](mailto:psmu-411@ncdot.gov) with your talent procurement questions or schedule a consultation to discuss procuring talent for your next project.

**Find PSMU contacts, policies, procedures, templates and more on the PSMU Connect site.**

## Services

- ➔ Advertisements for consultant services
- ➔ Conflict/claim resolution
- ➔ Consultant workload tracking
- ➔ Contract, scope definition, preparation and execution
- ➔ Payment mechanism identification
- ➔ Procedural guidance
- ➔ Procurement policy development
- ➔ Qualifications-based consultant selection
- ➔ Training on procurement process

[connect.ncdot.gov/business/consultants/Pages/](https://connect.ncdot.gov/business/consultants/Pages/)





# PROJECT EXAMPLES



## CONSULTANT PROCUREMENT

PSMU procures nearly \$1 billion in contracting authority each year for consultant services to support NCDOT units and projects. The unit's online information hub markets work opportunities by listing current and upcoming advertisements and allows consultants to sign up for email alerts when new advertisements are posted.



## MODERNIZED SUBMITTAL PROCESS

Our newly revamped online submittal system streamlines the consultant procurement process.



## CONSULTANT EVALUATION MANAGEMENT

A web-based portal provides work performance evaluations of partnering firms.



## EMERGENCY RESPONSE PREPARATION

PSMU works with NCDOT units to get emergency service contracts in place before storms occur to support units responding to natural disasters such as hurricanes and ice storms.

