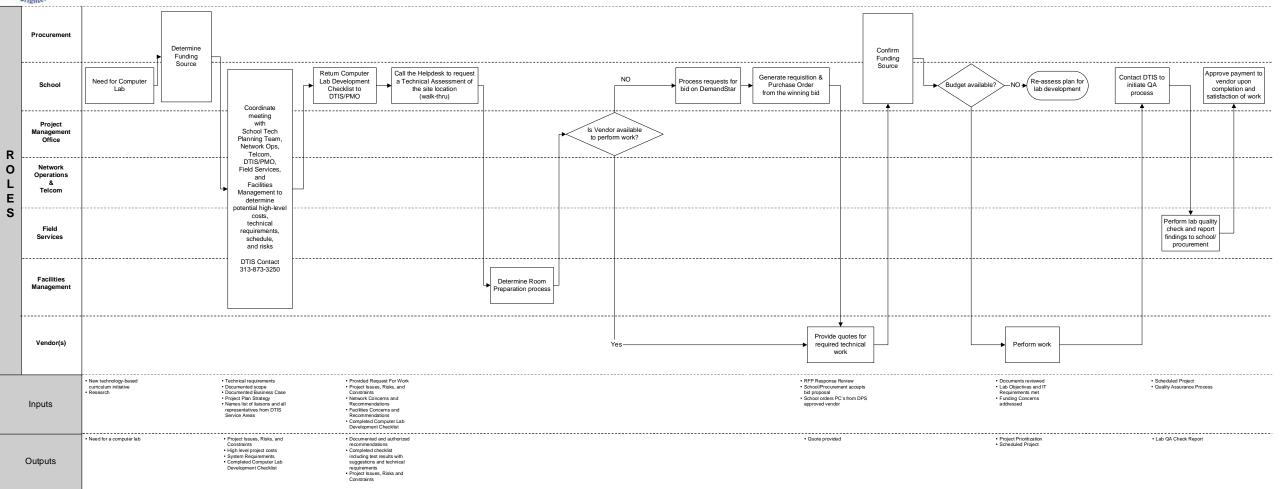


Process Definition for Detroit Public Schools Computer Lab Development



Proprietary and Confidential Business Information For Internal Use Only Proposed Computer Lab Development Process

Proposed Computer Lab Development Process

- 1. Contact the **Division of Technology and Information Systems (DTIS)** to initiate plan and receive guidelines.
- 2. RFP issued by school / procurement for lab (use **Computer Lab Development Checklist** for details)
- 3. Review RFP responses (School, DTIS, Procurement)
- 4. School / Procurement accepts bid proposal
- 5. School orders PCs from DPS approved vendor
- 6. Lab vendor begins work
- 7. Upon completion, school contacts DTIS to initiate Quality Assurance (QA) process
- 8. DTIS QAs lab and reports findings to school / procurement
- 9. School either approves payment to vendor or requests vendor to resolve issues.