**Go/No Go Conversation Guide**

Note: Please use this document as guide during the go/no go conversation. While each question does not require an answer during the discussion, careful consideration of each pursuit topic should be reviewed prior to a final decision.

**Key Questions  
YES** to each question is central to a good Go decision:

1. Is the pursuit consistent with AECOM strategy?
2. Do we have the right project team?
3. Have we pre-positioned (client) or pre-marketed (project)?

**Client, Capabilities, and Competitive Assessment**

**Client (all questions prompt the checkbox for “client” under assessment with the exception of #4)**

1. Do we have a relationship with the client and adequate understanding of what is needed to win and execute the work?
2. Does this opportunity meet ALL of the following criteria? (If ALL of these criteria are met, you may send a “GO” recommendation directly to the District Manager and the Market Sector Lead.)
   1. The client is a Key or Regional Client or we have a strong long-term relationship as a preferred vendor with a Master Services Agreement (MSA).
   2. It is sole-source?
   3. The scope of work matches our capabilities.
   4. Are the risks fully understood and acceptable (based on previous assessment and/or experience)?
3. Is this a client with whom we want to develop a long term relationship?
4. Does this opportunity include potential for conflict of interests, including – \*this question triggers Q-dash prompt)
   1. JV Involvement
   2. Project Management
   3. RFP Development Services
   4. Staff Augmentation/Embedded Workforce
   5. Expert Witness/Litigation Support
5. Is the client financially healthy/stable; have we obtained a D&B due diligence check?
6. Does AECOM have profitable track record with the client?
7. Have the funds been allocated for the required services?
8. What is our relationship with the client and decision makers?

**Capabilities (all questions prompt the checkbox for “capabilities” in assessment)**

1. Do we have the capabilities to successfully win and execute a quality project?
2. Does the client have a well-defined brief (request for proposal)?
3. Do we understand the scope of services, schedule, budget and project delivery?
4. Are the requested services within our area of expertise, licensure/registration?
5. Is our potential team and related project experience strongly aligned with the scope of services and type of project?
6. Is a project team available and committed to prepare and execute our response?
7. If required, do we have experience with regulatory authorities governing the project?
8. Is input/teaming required form other regions, geographies, or business lines?
9. Is the location of our project team acceptable to the client?
10. Will AECOM perform a large percentage/profitable portion of the work?
11. Are all subconsultants identified and committed?
12. Are all roles and responsibilities clear?

**Competitive (all questions prompt the checkbox for “competitive position” in assessment)**

1. Do our capabilities, experience, or other quality differentiate us form the strongest competitor?
2. Is the solicitation limited to invited bidders or open to all interested parties?
3. Have we met with the decision makers prior to release of the RFP?
4. Who are the strongest competitors and why?
5. How do our capabilities, experience, location or other quality differentiate us from the competition?
6. Is there an incumbent or a favorite and what is the strength of the relationship?
7. Do we have a high probability of winning; are we one of the top two proponents?

**Cost, Contract, and Delegations of Authority**

**Cost (all questions prompt the checkbox for “cost” in assessment)**

1. Do we expect to achieve profit goal based on cost of pursuing and expected pricing strategy?
2. What is estimated cost of pursuing – positioning, proposal support, production, interviewing?
3. Is our likely fee structure competitive and commensurate with estimated cost of pursuit performance risk?
4. Does the project meet the break-even or minimally acceptable multiplier for your region?

**Contract (all questions prompt the checkbox for “contract” in assessment)**

1. Are the contract terms attached to the RFP, acceptable, and have they been reviewed by Legal? See the [Delegations of Authority](http://my.aecomnet.com/Intranet/AECOM+Corporate/Office+of+Risk+Management/Functions/Project+Approval+Process.) for further explanation**. \*should/can this trigger the legal intake form?**
2. If the answer to any of the following questions is YES, complete the appropriate RA/RFA/MPRC submittal as soon as possible. You require approval from AECOM Corporate (HUB) or the MPRC committee prior to submitting the proposal and you may want to consider a No Go. Does the contract:
   1. Include insurance types/quantities requested within our policy limits?
   2. Contain unreasonable commercial terms to consider when determining our profit margin (i.e., responsibility for liquidated damages, A/R payment terms greater than net 30, retentions greater than 10% or retentions tied to full completion, impose consequential or incidental damages, scheduled milestones and amounts for billing that are unreasonable)?
   3. Require reliance by third party on our reports or work products?
   4. Permit clients to withhold payments due to a dispute, such as a dispute over deliverables or schedule?
   5. Contain non-pay-if-paid terms for subcontractor agreements (both public and private)?
   6. Require AECOM participation in financing or equity in the project?
   7. Have international work issues, e.g., require payment in foreign currency, visas, work in dangerous countries, etc.?
   8. Contain no limitation cap on liability or one that caps liability at an amount greater than $1M
   9. Does the project deal with First Nations contracts?
   10. Is the project a Design-Build, Construction at Risk, Pre-Tender Design (used by contractor pricing tender bids), Operations & Maintenance for longer than a year?
   11. Involve hazardous materials per the AECOM DOA?
   12. Is the project alternative delivery or require other at risk mechanisms other than DB (i.e., Build-operate-transfer, build-own-operate-transfer, lump-=sum turnkey, construction procurement)?
   13. Does the project relate to Sports Arenas/Stadiums, Condominium projects?
   14. Is this an out of country project?
   15. Is this project a new line of business project (not in plan)?

**Delegations of Authority**

1. Will the pursuit trigger the Delegations of Authority approval requirements?
2. Is MPRC or Hub approval required and is there adequate time for the approval process?
3. Is the project a Design-Build, Construction at Risk, Pre-Tender Design (used by contractor pricing tender bids)?
4. Is the project alternative delivery or require other at risk mechanisms other than DB (i.e., Build-operate-transfer, build-own-operate-transfer, lump-sum turnkey, construction procurement)?
5. Does the project relate to Sports Arenas/Stadiums, Condominium projects?
6. Is the project an Operations & Maintenance agreement?
7. Is this an out of country project?
8. Is this project a new line of business project (not in plan)?

Click here to see a list of approvers: <https://aecom.my.salesforce.com/00Oa0000007voSm>