



Facilities Design & Construction

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Notice of Wake County Electronic Contracting Processes for Consultant Agreements

All Wake County contracts are executed and processed electronically. Any consultant hired by Wake County must be a registered Wake County vendor to start the electronic contract process. Any company not registered as a Wake County vendor, must register at the Self-Service Portal and enroll in EFT and be paid by direct deposit. The Vendor Registration portal may be found at:

<http://www.wakegov.com/finance/business/vendors/Pages/default.aspx>

Contracts will then be transmitted via DocuSign for signing and execution.