

STANDARD PROTEST/GRIEVANCE PROCEDURES FOR SERVICES USED BY NEBRASKA STATE TREASURER

This standard policy is used for service purchases processed by the Nebraska State Treasurer's Office.

The Nebraska State Treasurer's Office procedures for filing grievances/protests, by a vendor, relating to an award are as follows:

1. Within ten (10) calendar days of the intent to award decision is issued, grievances/protests are to be expressed in writing to the Nebraska State Treasurer's Office, P.O. Box 94788, Lincoln, NE 68509-4788. The letter should state the bid number and specific issues that are to be addressed.
2. A response will be made by the Deputy State Treasurer.
3. If the response from its Deputy State Treasurer has not satisfied its grievance from the vendor, a meeting will be scheduled with the vendor and the Nebraska State Treasurer to discuss the issues.
4. A written response of the final decision by the Nebraska State Treasurer will be sent to the vendor.