

# DELIVERABLE EXPECTATIONS DOCUMENT (DED)

**CONTRACTOR NAME:** \_\_\_\_\_

**CONTRACT NUMBER:** \_\_\_\_\_ **DED NUMBER:** \_\_\_\_\_

**DELIVERABLE TITLE:** \_\_\_\_\_

**LEAD STAFF ASSIGNED TO DELIVERABLE:**

**CONTRACTOR:** \_\_\_\_\_

**STATE:** \_\_\_\_\_

## DESCRIPTION OF DELIVERABLE:

\*\* Attach full description/documentation including all requirements and specifications

## DESCRIPTION OF ACCEPTANCE CRITERIA

\*\* Attach full description/documentation of each criteria for acceptance of each requirement/specification

## FOR UNANTICIPATED TASKS:

**DELIVERABLE START DATE:** \_\_\_\_\_

**DELIVERABLE END DATE:** \_\_\_\_\_

**ESTIMATED HOURS FOR COMPLETION:** \_\_\_\_\_

The Deliverable Expectation Document (DED) has been reviewed and agreed upon, and all work associated with this DED will be performed in accordance with the provisions of Contract Number \_\_\_\_\_.

## AUTHORIZED AND APPROVED BY

**CONTRACTOR PROJECT  
MANAGER/DATE:** \_\_\_\_\_

**STATE PROJECT  
MANAGER/ DATE:** \_\_\_\_\_

**STATE PROJECT  
SPONSOR/ DATE:** \_\_\_\_\_