

Checklist for Authority to Award

ITEMS REQUIRED FOR AUTHORITY TO AWARD

PROJECT _____

LETTING DATE _____

- All required provisions that were included during PS&E review are still included?
- LPA reviewed bids for collusion (memo)?
- Submit bid tabs to Construction & Materials for review.
- Receive comments from Construction & Materials regarding review of bid tabs?
- 04-26-90: Declaration - Limitations on Use of Federal Funds signed by Contractor?
- 08-10-66: Certification – Non-collusion and History of Debarment signed by Contractor?
- 07-19-80: DBE Contract Goals completed and signed by Contractor?
- DBE Commitment Letter signed by DBE?
- 01-01-11: Tax Clearance Certificate completed and signed by Contractor?
- Does listed DBE participation equal or exceed the established DBE goals?
- Are listed DBE contractors on the approved DBE list?

Revised 10/2014

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