#### Construction Advertisement Authorization Checklist

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| --- | --- |
| PIN: |  |
| County: |  |
| Federal Project No.: |  |
| State Project No.: |  |

The following checklist is intended to serve as a guide to assist the Local Government prior to advertising. This checklist shall be completed with the Proposal Contract and certification. The checklist must be submitted with the Proposal Contract (bid book) when it is submitted to the Local Program Development Office for review. **The bid book will not be reviewed if the completed checklist is not sent with it.**

FUNDING SOURCE: Federal     % State     % Local     % Other     %

|  | **YES** | **NO** | **Proposal Page** | **COMMENTS** |
| --- | --- | --- | --- | --- |
| PS&E approved by Local Government |  |  |  | Specifications to be used:    Standards to be used: |
| Proprietary items specified [23 CFR 635.411] |  |  |  |  |
| ALL PERMITS have been obtained:   * TDEC ARAP * TDEC §401 WQ Certification * COE §404 * TVA Section 26a * TWRA * NPDES * USCG Bridge Permit * LOCAL Permit(s) |  |  |  | Date(s): |
| NEPA document approved |  |  |  | Date: |
| Any environmental commitments |  |  |  |  |
| ALL ROW acquired or have necessary easements |  |  |  |  |
| ALL UTILITY agreements have been completed |  |  |  |  |
| ALL RAILROAD agreements have been completed |  |  |  |  |
| Does the Proposal Contract have a defined completion date |  |  |  | Date: |
| Does the Proposal Contract contain statement:   * “All work shall be completed in accordance with the most current version of the Tennessee Department of Transportation Standard Specifications….” \* * Contractors and subcontractors must be pre-qualified by TDOT (or other as allowed in the LPDO guidelines) \* * How the project will be awarded? \* |  |  |  |  |
| No contractor shall be required to obtain a license *before* submission of a bid or *before* the bid may be considered for award of a contract. Is there language about obtaining a license in the Proposal Contract for a **federally funded project**? |  |  |  |  |
| Contractors shall be required write their license number on the front page of the Proposal Contract. Is there a place for the contractor to write in their license number for a **state funded project**? |  |  |  |  |
| Does the Proposal Contract contain ALL federal requirements and provisions per 23 CFR, e.g.: |  |  |  |  |
| * Employing and Contracting with Illegal Immigrants (SP102I) \* |  |  |  |  |
| * Buy America Requirements (SP106A) \* |  |  |  |  |
| * Permits, Water Quality and Storm Water Permits (SP107FP) |  |  |  | Include copy of permits |
| * Equal Employment Opportunity (EEO) (SP1230) \* |  |  |  |  |
| * Standard Federal Equal Employment Opportunity Construction Contract Specifications ([Executive Order 11246](http://www.dol.gov/esa/regs/statutes/ofccp/eo11246.htm)) (SP1231) \* |  |  |  |  |
| * Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246) (SP1232) \* |  |  |  |  |
| * Disadvantage Business Enterprise Participation (SP1246) \* |  |  |  |  |
| * Disadvantaged Business Enterprise Contract Goal (Is this project more than $500,000.00? If so, DBE Goal) (SP1247) |  |  |  |  |
| * Required Contract Provisions Federal aid Construction Contracts) and ALL its requirements [[23 CFR 633](http://www.gpo.gov/nara/cfr/waisidx_01/23cfr633_01.html)] (SP1273) \* |  |  |  |  |
| * Federal Wage Rates \* |  |  |  |  |
| Does the Proposal Contract, if using State funds, contain ALL Special Provisions in lieu of federal requirements and provisions per 23 CFR, e.g.: |  |  |  |  |
| * Unbalanced Bids (SP102B) |  |  |  |  |
| * Employing and Contracting with Illegal Immigrants (SP102I)\* |  |  |  |  |
| * Certification regarding Debarment, Suspension, and Other Responsibility Matters Primary and Lower Tier Covered Transactions (SP1275) |  |  |  |  |
| * Non-Discrimination in Employment (SP1290) |  |  |  |  |
| Other Special Provisions: |  |  |  |  |
| * SP109A |  |  |  |  |
| * SP109B |  |  |  |  |
| * SP624 |  |  |  |  |
| * SP730SIG |  |  |  |  |

\* This language is covered in the TDOT boilerplate documents

I certify that that ALL necessary requirements have been met.

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Signature Date