

Exhibit 15-L: Contract Award Checklist

Local Public Agency (LPA): _____ Federal Project No. _____

Project: _____ Contractor Name: _____

Advertise Date: _____ Bid Opening Date: _____ Engineer's Estimate: _____ DBE Goal(%): _____

Award Date: _____ Award Amount: _____ DBE Commitment (%): _____

- 1. LPA received an "Authorization to Proceed" (E-76) for construction YES NO
- 2. Addendum procedures adhered to YES NO
- 3. Addendum issued for updated federal wage rate determination 10 days prior to bid opening YES NO N/A
- 4. Federal wage rate determinations monitored up until bid opening (addendum issued if necessary, or documentation in project files that reasonable time was not available to issue addendum) YES NO
- 5. Bid opening procedures adhered to YES NO
- 6. Project was awarded to the apparent low bidder YES NO
- 7. Submit Exhibit 12-F: Cost Effectiveness / Public Interest Finding / A&E Noncompetitive to the DLAE if only one bid received YES NO N/A
- 8. Copy of low bidder's proposal attached YES NO
- 9. Construction Contract DBE Commitment (Exhibit 15-G) attached YES NO
- 10. Contractor Good Faith Effort (Exhibit 15-H) in project files YES NO N/A
- 11. Evaluation of Good Faith Effort (Exhibit 9-E) attached YES NO N/A
- 12. Results of Administrative Reconsideration in project files YES NO N/A
- 13. Exhibit 12-B: Bidder's List of Subcontractors attached for each bidder YES NO
- 14. Itemized Bid Summary attached YES NO
- 15. Bid Analysis in project files (required for projects on the National Highway System) YES NO N/A
- 16. Low bidder and subcontractors properly licensed (verification in project files) YES NO
- 17. Low bidder and subcontractors have not been debarred (verification in project files) YES NO
- 18. RE's Construction Contract Administration Checklist (Exhibit 15-B) attached YES NO
- 19. LAPM 3-A attached (only needed for funding changes) YES N/A

NOTE: If the answer is "no" to any of the above questions, a letter of explanation is required. The DLAE must review the explanation and determine if the LPA is eligible for federal funds.

Prepared by (LPA Representative Signature)

Name

Title

Date