

Vermont Department of Environmental Conservation

Agency of Natural Resources
EC7
Facilities Engineering Division
Construction Section
1 National Life Drive, Main 1
Montpelier VT 05620-3510
Telephone: (802)-760-8135
Fax: (802)-828-1552

Award Concurrence Checklist

Project:	Owner:		
Engineer:	FED Representative:		
Funding Source:	Loan #:	Contract #:	Date:
Low Bidder:	Construction Cost:	Eligible Cost:	

The following items must be submitted to FED Construction for concurrence prior to the execution of the contract:

1.	Owner's Letter Requesting Authorization to Award which states intent to award contract to the low Bidder	Complete	N/A
2.	Letter From Engineer to Owner Recommending Award of Contract	Complete	N/A
3.	Completed Bid Schedule	Complete	N/A
4.	Bid Bond	Complete	N/A
5.	Updated Project Cost Summary	Complete	N/A
6.	Certified Tabulation of All Bids	Complete	N/A
7.	Copy of Legal Advertisement of Contract	Complete	N/A
8.	Certification as to Rights-of-Way and Easements for Construction Engineer's Lines	Complete	N/A
9.	DBE Effort Package Approved by VT DEC	Complete	N/A
10.	Executed Engineering Agreements	Complete	N/A
11.	Low Bidder's Acknowledgement of all Addenda	Complete	N/A
12.	Proof of Bidder Insurance	Complete	N/A
13.	Confirm Surety is Listed in the Current Treasury Circular #570	Complete	N/A
14.	Bond Bank Approval	Complete	N/A
15.	Certification of Non-Segregated Facilities	Complete	N/A
16.	References of previous work completed by the Bidder	Complete	N/A