

**Exhibit 9 - STIMULUS**  
**SRF Bid Document Checklist – Revised August 11, 2009**



**This checklist includes the special requirements that apply only to projects funded with federal economic stimulus dollars. Please use this checklist if instructed by SRF staff.**

When bids are received and the Owner accepts a bid proposal, the Consultant prepares and submits to the SRF a packet of documents. Required documents are listed below. Please submit the completed checklist with the bid document packet. When all the information is complete, SRF issues to the Owner a letter of concurrence in award, which also explains the amount of bid that is eligible for DWSRF reimbursement.

Date: \_\_\_\_\_

From: \_\_\_\_\_

DWSRF Number: FS-\_\_\_\_\_

The following documents are enclosed for review and approval prior to contract award:

***Engineering Documents***

*Please note: DNR no longer requires the submission of as-bid plans and specs. Project managers may request them as needed.*

- Tabulation of bids
- Engineer's written recommendation of award
- Engineering Services Agreement

***Contractor Documents***

- Successful bid and/or proposal loan recipient chooses to accept
- Any addenda not previously submitted and bidder acknowledgment of all addenda
- Attachment 1: Certification of Non-Segregated Facilities Form
- Attachment 2: Certification Regarding Debarment and Suspension Form
- Attachment 3: Disadvantaged Business Enterprise Certification Form
- Attachment 4: DBE Program Subcontractor Performance Form
- Attachment 5: DBE Program Subcontractor Utilization Form
- Contract (demonstrating that Buy American contract language is included)
- Attachment 10: Buy American Certification showing percent of U.S.-made project components

- Buy American waiver if 100% of project components cannot be certified as U.S.-made
- Davis-Bacon wage determination
- Bonds (if available)
- Notice to Proceed (date must be before February 17, 2010)

All contracts for projects funded through ARRA must be executed before loan agreements can be signed. The deadline is February 17, 2010. Will there be additional phases or contracts associated with this project?

- YES                       NO

If YES, please provide the following information for each phase or contract:

Description	Anticipated Bid Date	Anticipated Date of Submittal to DNR	Anticipated Date of Notice to Proceed

***For more information, please contact Eunice Boyd at 515-725-0327 or [Eunice.boyd@dnr.iowa.gov](mailto:Eunice.boyd@dnr.iowa.gov). Send bid document packets to State Revolving Fund, 401 SW 7<sup>th</sup> Street, Suite M, Des Moines, IA 50309.***