CONTRACT CHECKLIST

I. PROJECT INFORMATION					
Date: 3/1/2022	REQUESTING DEPARTMENT Public Works				
Project Name: Water and Sewer Replacement - E Idaho Avenue. NE 3rd to 6th St					
Project Manager: Vicki Ly	Contract Amount: \$225,515				15
Contractor/Consultant/Design Engineer:	JUB Engineers, Inc				
Is this a change order? Yes No 🗸 Change Order No.					
II. BUDGET INFORMATION	(Project Manager to Complete)			III. Contract	Туре
Fund:60Department60GL Account3590Project Number:10567	Budget Available (Purchasing att Yes ✓ No FY Budget: <u>202</u> Enhancement: Yes ✓			Constructio Task Orde Professional Servic Equipmen	er 🧳
Will the project cross fiscal years? Yes 🗸	No 🗌			Gran	it
IV. GRANT INFORMATION - to be completed only on Grant funded projects					
Grant #: Wage Determination Received N/A N/A	Wage Verification 10 Days prior to bid due date N/A			Debarment Status (Federal Funded) N/A	
Print and Attach the determination Print, attach and amend bid by addendum (if changed) www.sam.gov Print and attach					
V. BASIS OF AWARD BID RFP / RFQ TASK ORDER					
Award based on Low Bid	Highest Ranked Vendor Selec	ted Master Agre		eement Category 2C	
(Bid Results Attached) Yes No	(Ratings Attached) Yes No		_	Roster Approved:	10/2/2019
Typical Award Yes No I If no please state circumstances and conclusion: N/A					
Date Award Posted: N/A	7 day protest period ends:			N/A	
VI. CONTRACTOR / CONSULTANT REQUIRED INFORMATION					
PW License N/A	Expiration Date:	N/A		Corporation Status	Active-Goodstanding
Insurance Certificates Received (Date):	3/25/2021	Exp	iration Date:	8/1/2021	Rating: A++
Payment and Performance Bonds Received (Date):	N/A			Rating:	-
Builders Risk Ins. Req'd: Yes	No 🗸	lf yes, ha	as policy been	purchased?	N/A
(Only applicabale for projects above \$1,000,000)					
VII. TASK ORDER SELECTION (Project Manager to Complete)					
Check all that apply ✓ 2 Qual ✓ 3 Avail	ormance on past projects Quality of work On Time lified Personnel lability of personnel I of personnel		I Budget curacy of Col	nstruction Est	
Description of negotiation process and fee evaluation: I reviewed the proposed design work hours and they were in line with what is needed for this project.					
Treviewed the proposed design work hours and they w	vere in line with what is needed for this pro	ject.	Ent	Clint Dolsby er Supervisor Name	3/4/2022 Date Approved
VIII. AWARD INFORMATION					
Date Submitted to Clerk for Agenda: M Purchase Order No.:	arch 29, 2022 Approval Date Date Issued:			By: WH5 submitted	
NTP Date:				(Only for PW Construction Pro	jects)