

CDBG Labor Requirements for Construction Project - Estimate Checklist

To be submitted with Pre-Application

When an estimate is to be obtained for the purpose of a CDBG application, all construction projects (Construction includes any significant alteration of lands or buildings) and the estimate, being provided by a construction service provider, needs to show proof of the open and competitive process used to procure the estimate.

- If the project estimate is provided by a general contractor, construction company, etc. (example - playground equipment) the project must be put out to bid for construction services prior to initial application submission, at applicant cost.
- Bid for Proposals (RFP) must include following information obtained from CDBG Labor Specialist (Julie- jtuimauga@utah.gov)- Current Davis Bacon Wages, HUD Form 4010, and Section 3 Construction Clause, and should include a clause that 'awarded work will continue if successfully awarded CDBG funds'.
- Before awarding, Contractor Clearance must be obtained from CDBG Labor Specialist – Julie – which will require the chosen bid provider to obtain/provide proof of active SAM registration of a Unique Entity Identifier (UEI). Ensure that bidders are advised of this requirement.
- If the project is not awarded within 90 days of obtaining Davis Bacon Wage Decisions, a new decision must be obtained from CDBG Labor Specialist – Julie- before new award (signed contract between applicant and provider) are made.
- Follow the procurement steps in the Application Policies and Procedure handbook.
- Check with Labor Specialist – Julie for current Davis Bacon Wage Decisions within 10 days of bid opening date (this is the sealed bids opening in a public meeting with the purpose of awarding a contract).

In the WebGrants3 Pre-Application “*Supporting Documentation – Other Attachments*” form, attach this completed checklist, and:

Enter the date of bid opening: _____

Signature of person completing the form: _____

Applicant or Sponsor