

## Contract & Contractor Procurement Checklist

<b>CDBG Grantee:</b>	<b>Grant Number:</b>	<b>Contract Amount:</b>	<b>Reviewer:</b>	<b>Date of Review:</b>			
<input type="checkbox"/> <b>Contractor/Subcontractor Affidavit</b>	(Compliance with OCGA 13-10-91) Applicable to All Contracts and Subcontracts						
<input type="checkbox"/> <b>Section 3 Clause</b>	All Contracts						
<input type="checkbox"/> <b>Provision for Remedies</b>	All Contracts						
	<b>ARCHITECTURAL &amp; ENGINEERING SERVICES</b>	<b>HOUSING REHAB</b>		<b>CONSTRUCTION CONTRACTS</b>			
		<input type="checkbox"/> Less than 8 Units	<input type="checkbox"/> 8 or More Units	<input type="checkbox"/> Over \$100,000	<input type="checkbox"/> Over \$40,000	<input type="checkbox"/> Over \$10,000	<input type="checkbox"/> Over \$2,000
<input type="checkbox"/> Provision for termination	✓ If over \$10,000	✓ If over \$10,000	✓ If over \$10,000	✓	✓	✓	
<b>Executive Orders 11246/11375</b>							
<input type="checkbox"/> EEO Clause				✓	✓	✓	
<input type="checkbox"/> EEO Specifications				✓	✓	✓	
<input type="checkbox"/> Affirmative Action Clause				✓	✓	✓	
<input type="checkbox"/> Non-Segregated Facilities				✓	✓	✓	
<b>Federal Labor Standards</b>							
<input type="checkbox"/> Copeland Anti-Kickback			✓	✓	✓	✓	✓
<input type="checkbox"/> Davis-Bacon Clause			✓	✓	✓	✓	✓
<input type="checkbox"/> Wage Rate from DCA			✓	✓	✓	✓	✓
<input type="checkbox"/> Work Hours & Safety			✓ If over \$10,000	✓			
<input type="checkbox"/> Performance Bonds				✓	✓		
<input type="checkbox"/> 5% Bid Bond				✓			
<input type="checkbox"/> Clean Air/ Water Clause				✓			
<input type="checkbox"/> Provision for Disability Accessibility (if a bldg.)	✓						
<input type="checkbox"/> Provision for GA Energy Code ( if a bldg.)	✓						