

SPONSOR'S CERTIFICATION OF AIRPORT IMPROVEMENT PROJECT
SPONSOR CERTIFICATION #3 – Construction / Equipment and Final Acceptance

Airport: _____

Sponsor's Name: _____

State Project Number: _____ AIP Number: _____

Project Title: _____

The following list of certified items includes major requirements for construction / equipment contracts and project final acceptance. Every certified item must be marked. Each certified item with a "No" response must be fully explained in an attachment to this certification. If the item is not applicable to this project, mark the item **N/A**.

Standards for advertising and awarding equipment and construction contracts within State grant programs are described in 49 CFR 18.36. Sponsors may use their local procurement procedures provided no State and Federal laws or regulations are broken.

CONSTRUCTION / EQUIPMENT:

1. A code or standard of conduct is in effect governing the performance of the sponsor's officers, employees, or agents in soliciting and awarding procurement contracts.

Yes _____ No _____ N/A _____

2. Qualified personnel are engaged to perform contract administration, engineering supervision and construction inspection and testing.

Yes _____ No _____ N/A _____

3. The project was publicly advertised using the competitive sealed bid method of procurement.

Yes _____ No _____ N/A _____

4. The request for bids clearly and accurately describes contract requirements to include all administrative, equipment, and/or services to be provided.

Yes _____ No _____ N/A _____

5. Concurrence was obtained from the FAA in writing, prior to contract award and especially when any of the following circumstances existed:
- a. Only one qualified person/firm submits a responsive bid,
 - b. The contract is to be awarded to other than the lowest responsive and responsible bidder,
 - c. Life cycle costing is a factor in selecting the lowest responsive bidder, and
 - d. Proposed contract prices are more than 10 percent over the sponsor's cost estimate.

Yes _____ No _____ N/A _____

6. All contracts require a bid guarantee of 5 percent, a retainage or retainage bond as required by state bid laws, a performance bond of 100 percent, and a payment bond of 100 percent.

Yes _____ No _____ N/A _____

7. All Contracts contain provisions or conditions specifying administrative, contractual, and legal remedies, including contract termination, for those instances in which contractors violate or breach contract terms.

Yes _____ No _____ N/A _____

8. All construction contracts involving labor contain provisions insuring that in the employment of labor honorably discharged Vietnam era veterans and disabled veterans will be given preference.

Yes _____ No _____ N/A _____

9. All construction contracts follow all Local and State Laws, as appropriate.

Yes _____ No _____ N/A _____

10. Appropriate checks have been made to assure that contracts or subcontracts are not awarded to those individuals or firms suspended, debarred, or voluntarily excluded from doing business under DOTD's Unqualified List.

Yes _____ No _____ N/A _____

FINAL ACCEPTANCE:

The sponsor shall determine that project costs are accurate and proper in accordance with specific requirements of the City State Agreement and contract documents.

1. The personnel engaged in project administration, engineering supervision and construction inspection and testing were determined to be qualified and competent to perform the work.

Yes _____ No _____ N/A _____

2. Daily construction records were kept by the resident engineer/construction inspector, and the records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the contractor, weather, equipment use, labor requirements, safety problems, and changes required.

Yes _____ No _____ N/A _____

3. Complaints regarding the mandated State and Federal provisions set forth in the contract documents have been submitted to LADOTD Aviation.

Yes _____ No _____ N/A _____

4. All tests specified in the plans and specifications were performed and the test results documented.

Yes _____ No _____ N/A _____

5. For any test results outside allowable tolerances, appropriate corrective actions were taken, and the results were approved in writing by the FAA.

Yes _____ No _____ N/A _____

6. Payments to the contractor were made in compliance with contract provisions and verified by the sponsor's internal audit of contract records kept by the resident engineer, and if appropriate, pay reduction factors required by the specifications were applied in computing final payments and a summary of pay reductions has been submitted to LADOTD Aviation.

Yes _____ No _____ N/A _____

7. The project was accomplished without significant deviations, changes, or modifications from the approved plans and specifications, except where written approval was obtained.

Yes _____ No _____ N/A _____

8. A final project inspection was conducted with representatives of the sponsor and the contractor, and project files contain documentation of the final inspection (and LADOTD was notified prior to the final inspection of the inspection date and time).

Yes _____ No _____ N/A _____

9. All corrective actions required as a result of the final inspection have been completed to the satisfaction of the sponsor.

Yes _____ No _____ N/A _____

10. The as-built plans and specifications with final quantities, an equipment inventory if applicable, have been submitted to LADOTD Aviation on a CAD CD, and an updated Airport Layout Plan if applicable, has been submitted.

Yes _____ No _____ N/A _____

11. All remaining applicable close-out documents and Sponsor's letter of acceptance are attached along with the final pay request and the contractor's final invoice, clear lien certificate, etc, as required in the Final Inspection, Acceptance & Reimbursement article of the Sponsor State Agreement identified with this project.

Yes _____ No _____ N/A _____

CERTIFICATION:

I certify that, for the project identified herein, the responses to the foregoing items are true and correct as marked, and that the attachments, if any, are correct and complete; and

Furthermore, I understand that DOTD does not provide certification to any document nor work performed, and is not responsible for same in accordance with the Project Responsibility article of the Sponsor State Agreement identified with this project, and that it is solely the responsibility of the Sponsor to certify to the appropriate development, completion and authenticity of all work and documents required of the Sponsor by this agreement in accordance with the Certification and Compliance article of the Sponsor State Agreement identified with this project.

Signed: _____
Sponsor's Authorized Representative

Dated: _____

Typed Name and Title of Sponsor's Representative

Dated: _____