

## MFH\_515\_514\_516\_EXCEPTION TO COMPETITIVE BIDDING SUBMITTAL LIST

### Applicant Use

The applicant must submit a **“Request to Negotiate”**, on letterhead, making the request and providing the following documentation:

Project Name & Location:

Applicant Name & Contact Information:

Architect Name & Contact Information:

General Contractor Legal Name:

License/EIN:

Item:
1. The contract price is competitive with other projects similar in construction and design being built in the area. (1924.13.e.1.vii.1) <b>Submit the following:</b> <b>a. Project description/scope of work and detailed cost breakdown.</b> <b>b. Project Architect’s review of costs for reasonableness.</b>
2. The proposed contractor is experienced in construction of projects of similar size, scope, and complexity, and is recognized as a reliable builder. (1924.13.e.1.vii.2) <b>Submit the following:</b> <b>a. List at least three projects of similar, size, scope, and complexity. Include project name, project location, contract amount, scope of work including the number of dwelling units and project amenities, and project delivery method (i.e., design-bid-build, negotiated, design-build, construction management)</b> <b>b. A list of references to substantiate the contractor’s experience and good standing.</b>
3. The proposed development work will meet all requirements of RD Instruction 1924-A. (1924.13.e.1.vii.3) <b>Applicant’s written request letter will include the following:</b> <b>a. A statement that the proposed development work will meet all requirements of RD Instruction 1924-A</b>
4. For nonprofit organizations and public bodies, the application provides a copy of a duly authorized resolution by its governing body requesting Rural Development to permit awarding the construction contract without formal bidding. (1924.13.e.1.vii.4) <b>Submit the following:</b> <b>a. Board Resolution</b>
5. The applicant is permitted by state law, local law and/or organizational by-laws to negotiate a construction contract. (1924.13.e.1.vii.5) <b>Submit the following:</b> <b>a. Evidence that the applicant is permitted by law to negotiate a construction contract.</b>
6. Meet additional requirements of (e) (1) (ii), (iii), (iv) & (v). (1924.13.e.1.vii.6) <b>Applicant’s written request letter will include the following:</b> <b>a. A statement that Agency forms and supplemental conditions of the contract will be included in the Contract Documents (see Contract Document Submittal packet).</b> <b>b. A statement that surety will be provided, or that an exception has been requested.</b> <b>c. Appropriate Identity of Interest (IOI) disclosure form: RD 3560-30 or RD 3560-31.</b> <b>d. A statement that final cost certification will be provided on Form RD 1924-13 and, in the case of IOI, audited in accordance with Government Auditing Standards.</b>