

EXECUTED
ASSEMBLY OF EJCDC CONTRACT DOCUMENTS
2018 Edition

Owner / Applicant: _____

Contract Name: _____

Contractor: _____

Contract Value: _____

_____ 1. Plans and specifications approved by:
State Office _____
TCEQ _____

_____ 2. Has State Office concurred in the contract award YES NO
RUS Bulletin 1780-34, Section 5.G

_____ 3. Debarment checks:

https://sam.gov/SAM/		
Contractor	OK	ISSUE EXISTS
Contractor's Agent	OK	ISSUE EXISTS
Surety Company	OK	ISSUE EXISTS
https://www.fiscal.treasury.gov/DNP/		
Contractor	OK	ISSUE EXISTS
Contractor's Agent	OK	ISSUE EXISTS
Surety Company	OK	ISSUE EXISTS

_____ 4. Certificates of Insurance
Supplementary Conditions, EJCDC C-800, Section 6.03
Standard General Conditions of the Construction Contract, EJCDC C-700, Section 9.06

Verify Information:
Issued To, Project Description, Certificate Holder

Coverage must provide for at least 10 days written notice of cancellation as required by EJCDC General Conditions, paragraph 6.02.N.

Term must cover construction time: _____ days

Automobile Liability	Expires _____
Builder's Risk	Expires _____
General Liability	Expires _____
Workmen's Compensation	Expires _____

_____ 5. Engineer's Construction Certification; dated, signed and sealed by engineer of record
RUS Bulletin 1780-26, Exhibit A, Attachment 6

_____ 6. Advertisement for Bids, EJCDC C-111 (2018)

- _____ 7. Instructions to Bidders, EJCDC C-200 (2018)
As modified by RUS Bulletin 1780-26, Exhibit B, Attachment 3
- _____ 8. General (Prime) Contractor's Certification of Compliance
RUS Bulletin 1780-26, Exhibit A, Attachment 4
- _____ 9. Manufacturer's Certification of Compliance
RUS Bulletin 1780-26, Exhibit A, Attachment 5
- _____ 10. Qualifications Statement, EJCDC C-451 (2018)
- _____ 11. Bid Form, EJCDC C-410 (2018)
As modified by RUS Bulletin 1780-26, Exhibit B, Attachment 4

Number of Addendums Acknowledged by Bidder: _____
- _____ 12. Bid Bond, EJCDC C-430 (2018)
Accompanying Power of Attorney
Accompanying Certification of Agent of Bonding Company
- _____ 13. Certification for Contracts, Grants & Loans (Required for contracts over \$100,000)
RD 1940-Q, Exhibit A-1
https://www.rd.usda.gov/files/IA_1940Q_ExhA1.pdf
- _____ 14. Notice of Award, EJCDC C-510 (2018)
- _____ 15. Agreement between Owner and Contractor, EJCDC C-520 (2018)
As modified by RUS Bulletin 1780-26, Exhibit B, Attachment 5
1.) Must be completed to include: signed, dated and title of person executing document
2.) Amount must agree with (or exceed) the amount listed on the bonds
- _____ 16. Performance Bond, EJCDC C-610 (2018), Payment Bond, EJCDC C-615 (2018)
Surety company must be listed in current Treasury Circular 570
<https://www.fiscal.treasury.gov/surety-bonds/list-certified-companies.html>

1.) Surety must be able to bond for the amount of contract.
2.) Bonds must be completed, dated and signed.
3.) Bond amount must agree with contract value.
4.) The dates of the Payment and Performance Bonds must be **on or after** the date of the Agreement.
5.) Must provide Power of Attorney for the Agent of the Bonding Company with Certificate, certifying Power of Attorney is in full force and effect, which must be dated **on or after** the date of the Bonds.
- _____ 17. Compliance Statement, Form RD 400-6
<https://forms.sc.egov.usda.gov/>
- _____ 18. Certificate Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions, Form AD 1048, (2 pages), expires 4/30/2022
<http://www.ocio.usda.gov/document/ad-1048>

- _____ 19. Certificate of Owner’s Attorney, RUS Bulletin 1780-26, Exhibit A, Attachment 1
Must be executed by the borrower’s attorney **on or after** the date of the Bonds
- _____ 20. Notice to Proceed, EJCDC C-550 (2018)
- _____ 21. Standard General Conditions, EJCDC C-700 (2018), unmodified
- _____ 22. Supplementary Conditions, EJCDC C-800 (2018)
As modified by RUS Bulletin 1780-26, Exhibit B, Attachment 6
- _____ 23. Cultural Materials Encountered During Construction
https://www.rd.usda.gov/files/TX_CulturalMaterials.pdf
- _____ 24. Construction Project Sign
https://www.rd.usda.gov/files/RDCConstructionSignLandscape_0.pdf
- _____ 25. Application for Payment, EJCDC C-620 (2018)
- _____ 26. Change Order, EJCDC C-941 (2018)
- _____ 27. Certificate of Substantial Completion, EJCDC C-625 (2018)
- _____ 28. Technical Specifications
- _____ 29. Any Change Orders executed concurrently with the contract (typically none)

FOR STATE OFFICE USE

- _____ 30. The Agreement and original Payment Bond should be filed for record in all counties where the facilities are located.
Note: This requirement is for non-profits only, it does not apply to Public Bodies