



Bureau of Water – State Revolving Fund Program

Project Construction Summary for Recycle Projects

This form will assist sponsors in compiling bidding information and documentation (the “Bid Package”), and for reporting minor changes. After taking bids for construction contracts, this complete package shall be forwarded to the SC Department of Health and Environmental Control, Water Facilities Permitting Division, SRF Section, 2600 Bull Street, Columbia, SC 29201.

SRF Project Number: _____

Project Name: _____

Project Sponsor: _____

1. Have there been any changes in the project since the plans and specifications were approved?
If yes, list below:

Addendum No. _____ Approved _____

Addendum No. _____ Approved _____

Addendum No. _____ Approved _____

2. Please list *any other sources* of funding necessary to finance this project. Are additional funds necessary to finance ineligible construction or other ineligible expenditures?

3. Bid Information: Bid Advertisement Date _____

Bid Opening Date _____

Bid Expiration Date _____

4. Submit the following (Bid Package Items):

- a. This *Project Construction Summary Form* (DHEC 1295) signed by the Project Sponsor’s Representative.
- b. A certified copy of the advertisement with date of publication.
- c. A copy of the detailed bid tabulation certified by the Project Sponsor’s engineer.
- d. Proposal of the successful bidder(s).
- e. A copy of the Bid Bond and associated Power of Attorney.

- f. A copy of the Davis-Bacon wage rate used in bidding the project.
- g. A copy of the engineer's award recommendation of low bidder(s) to the Project Sponsor listing the proposed contract amount. If award is recommended to other than low bidder(s), provide justification for this decision.
- h. A certified copy of the Project Sponsor's tentative award resolution listing the proposed contractor(s) and contract amount(s).
- i. A copy of the *Bidder's American Iron and Steel Certification* (DHEC 2556)
- j. *Certification Regarding Debarment, Suspension and Other Responsibility Matters* (DHEC 1295) signed by the proposed prime contractor(s).
- k. A signed *Project Inspection Designation Form* (DHEC 2324), with all required attachments, indicating the selected method of providing inspection during construction.

Signature of Project Sponsor's Representative

Date

Name and Title of Project Sponsor's Representative

**INSTRUCTIONS FOR COMPLETING
THE PROJECT CONSTRUCTION SUMMARY FOR RECYCLE PROJECTS**

PURPOSE: The purpose of the *Project Construction Summary for Recycle Projects* is to aid the Project Sponsor with compiling the required bidding documentation necessary for SRF review as well as for reporting minor changes.

INSTRUCTIONS: The Project Sponsor's Designated Representative should complete this form.

Please provide the Project Name, SRF Project Number and Sponsor's Name. Please answer each question, sign form and submit the requested attachments with this form.

DHEC REVIEW AND FILING: The Bureau of Water will use the above referenced form to document bidding information. The form will be kept in the Bidding file of the project name listed on the form. Under retention schedule 15795 the *Project Construction Summary for Recycle Projects* will be filed in the Bidding Subrecord of the project's Management Record and retained for three years following the final disbursement to the project from the State.