

# Bid Review Checklist

Contact: [Project Officers](#)

The loan recipient completes this form and submits it to the DEQ project officer along with:

1. a copy of the bid tabulation;
2. a copy of the apparent low bidder's bid package; and
3. proof of bid advertisement.

DEQ will review these documents before final approval of bid award.

Loan Recipient:	CWSRF Project No.
Apparent Low Bidder:	Date:
Bid Amount:	Engineer's Estimate:
Reviewer's Name and Title:	

**BIDDER FORMS:** The following signed documents from the apparent low bidder must be included for DEQ to participate in this project's funding. Documents that are not applicable should be marked "NA" and signed and dated.

Yes	No	N/A	Description
			Bidders List
			Prevailing Wage Agreement
			List of Contacted Disadvantaged Business Enterprises
			Certificate of Independent Price Determination
			Six Good Faith Efforts, Contract Administration and Contract Language

Translation or other formats

[Español](#) | [한국어](#) | [繁體中文](#) | [Русский](#) | [Tiếng Việt](#) | [العربية](#)  
800-452-4011 | TTY: 711 | [deqinfo@deq.oregon.gov](mailto:deqinfo@deq.oregon.gov)

			Certification Regarding Lobbying Activities
			Disclosure of Lobbying Activities (if any)

**LOAN RECIPIENT/BORROWER FORMS:** The following signed documents from the loan recipient must be included for DEQ to participate in this project's funding.

Yes	No	N/A	Description
			Bidders List
			BOLI Wage Determination Date:
			BOLI Wage Amendment Date:
			Six Good Faith Efforts, Contract Administration and Contract Language

Answers to the following questions must be "Yes" for DEQ to participate in this project's funding. Explain any "No" answers in the space provided under "Note."

Yes	No	Description	Note
		Have pre-bid construction documents been approved by DEQ? Date of approval? _____	
		Has a bid bond equal to at least 5 percent of the bid been included?	
		If applicable, does pre-qualified equipment meet requirements?	
		If applicable, are addenda acknowledged?	
		Is this project required to comply with Davis-Bacon?  If yes, the Department of Labor Wage Determination in effect at the time of contract award must be incorporated into the construction contract.  The wage determination in effect at the time of contract award is:	

		1. Wage Determination #: 2. Modification #: 3. Publication Date:	
		If the low bid was contested by another bidder, has the protest been resolved?	
		Is award to lowest responsive, responsible bidder justified in lieu of re-advertising?	

## Recommendation for contract award

In my determination, the lowest responsive, responsible bidder is,  
and I recommend that this entity be awarded the contract.

Reviewer's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Non-discrimination statement

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