

# Drinking Water Revolving Fund (DWRF) Loan Application

## PART III - BID INFORMATION

Questions about Part III should be directed to your DEQ project manager.

DWRF Project Name \_\_\_\_\_

DWRF Project No. \_\_\_\_\_

### A. Part III Submittal Attachments

*Please attach the following items to your Part III submittal.*

- Attached 1. A copy of each bid advertisement published for this project.
- Attached 2. A copy of the bid tabulations for each construction contract.
- Attached 3. A copy of the bid proposal of each successful bidder.
- Attached 4. A copy of the applicant municipality's resolution of tentative award for each construction contract.

*A model resolution is attached at the end of Part III for your use.*

- Attached 5. Where competitive bidding is not required (construction work valued at LESS than \$50,000), attach a copy of the proposal or quote received from each subcontractor selected. This applies to subcontractors directly procured by the applicant or subcontractors procured by a construction manager under contract with the applicant.

- Attached 6. A completed and signed debarment certification form ("Required Standard Contract Language: Clean Water State Revolving Fund and Drinking Water Revolving Fund") from the applicant municipality **and** from each contractor who has or will provide a service of \$25,000 or more for which the applicant will be requesting DWRF reimbursement.

*The applicant must submit a signed debarment certification form for itself and for every prime contractor providing a service of \$25,000 or more for the project (e.g., each successful bidder, the consulting engineer, the financial advisor, the bond counsel, etc.).*

- Attached 7. A completed Disadvantaged Business Enterprises (DBE) Good Faith Efforts Worksheet along with applicable attachments.

*Consult the DBE FAQ document (Attachment 2 of the Design Phase Guidance) for further detail regarding the completion of this form which appears in "Required Standard Contract Language: Clean Water State Revolving Fund and Drinking Water Revolving Fund." Examples of items this package may include are fax confirmation sheets, copies of solicitation letters/e-mails, printouts of online solicitations, printouts of online search results and affidavits of publication in newspapers.*

### B. Contract Bidding and Award Information

- 1. Have all bidding document addenda been approved by the DEQ?  YES  NO

*If NO, please enclose two copies of each addendum which has not been submitted for DEQ review and approval.*

- 2. Have there been any bid protests?  YES  NO

If YES, please attach a separate sheet detailing the bid protest(s). If a bid protest arises **after** you submit this part of your DWRF application, you must **immediately** alert your DEQ project manager.

3. Have all easements, land, and leasing arrangements necessary for project construction been obtained?  YES  NO

If NO, please attach a separate sheet detailing your schedule for the completion of this activity. Please note that major building sites must be under ownership or lease before the Order of Approval can be issued. If minor easements still need to be obtained, the schedule must provide for resolution within 60-days of loan closing.

C. Application Completion Information

1. Please identify your authorized bonding ceiling for this project: \$\_\_\_\_\_

2. Are funds being provided for this project from a financing source other than the Drinking Water Revolving Fund?  YES  NO

Project costs which will be covered by another source of funding, either public or private, must be excluded from the costs for which you will be requesting DWRF reimbursement. Please identify all sources of funding for costs which will not be financed through DWRF loan assistance.

<u>Source of Non-DWRF Funding</u>	<u>Amount of Funding</u>
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_____	_____
_____	_____
_____	_____
_____	_____

3. Has a final Alternative Justifiable Expenditure (AJE) been submitted for this project?  
 YES  NO  N/A

If NO, please enclose the final AJE or immediately contact your DEQ project manager to arrange an acceptable submittal date, if you have not already done so.

4. Please provide your current project implementation schedule:

Construction Start Target Date \_\_\_\_\_

Initiation of Operation Target Date \_\_\_\_\_

Completion of Construction Target Date \_\_\_\_\_

D. Estimated Schedule of Disbursements

Please identify your estimated schedule for receiving disbursements from the Drinking Water Revolving Fund. The first disbursement should include all DWRF-eligible costs incurred prior to the loan closing date. Please attempt to accurately estimate the monthly disbursements rather than simply subdivide the loan into equal draws. **Please note that the estimates you provide will not limit the amount of funds you may receive in a given month.**

Please use the dollar amount provided by your DEQ project manager to calculate your estimated schedule of disbursements. If circumstance do not allow your DEQ project manager to provide a figure, the dollar amount you use to calculate this schedule should include all eligible project costs plus a 6% contingency but not capitalized interest (if any).

Please attach an additional schedule sheet if disbursements will be requested over a period that is longer than two years.





**A RESOLUTION TO TENTATIVELY AWARD  
A CONSTRUCTION CONTRACT FOR WATER SYSTEM IMPROVEMENTS**

**WHEREAS**, the \_\_\_\_\_ (*legal name of applicant*) wishes to construct improvements to its existing water treatment and distribution system; and

**WHEREAS**, the water system improvements project formally adopted on \_\_\_\_\_ (*date of final project plan adoption*) will be funded through the state of Michigan's Drinking Water Revolving Loan Fund (DWRf) program; and

**WHEREAS**, the \_\_\_\_\_ (*legal name of applicant*) has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \_\_\_\_\_ from \_\_\_\_\_ (*name of the contractor*); and

**WHEREAS**, the (*Village's/City's/Township's/County's*) engineer, \_\_\_\_\_ has recommended awarding the contract to the low bidder.

**NOW THEREFORE BE IT RESOLVED**, that the \_\_\_\_\_ (*legal name of applicant*) tentatively awards the contract for construction of the proposed water system improvements project to \_\_\_\_\_ (*name of the contractor*), contingent upon successful financial arrangements with the DWRf.

- Yeas:
- Nays:
- Abstain:
- Absent:

I certify that the above Resolution was adopted by \_\_\_\_\_ (*the governing body of the applicant*) on \_\_\_\_\_.

BY: \_\_\_\_\_  
Name and Title (*please print or type*)

\_\_\_\_\_  
Signature Date