

# Clean Water Revolving Funds (SRF & SWQIF) Loan Application

## PART III - PROJECT INFORMATION

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

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

SRF Project Number \_\_\_\_\_ SWQIF Project Number \_\_\_\_\_

### A. Part III Submittal Attachments

For a project that includes competitively-bid construction contracts, please attach the following items:

- Attached    1.    A copy of each bid advertisement published for the project.  
 N/A
- Attached    2.    A copy of the bid tabulations for each construction contract.  
 N/A
- Attached    3.    A copy of the bid proposal of each successful bidder.  
 N/A
- Attached    4.    A copy of the applicant municipality's resolution of tentative award for each construction or trade contract that was competitively bid.  
 N/A  

*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.  
 N/A

For **all** projects, please attach the following items:

- 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 SRF or SWQIF reimbursement (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. Application Completion Information

1. Have all bidding document addenda for the project(s) been approved by the DEQ?

YES  NO  N/A      Number of SRF Project Addenda Issued \_\_\_\_\_  
Number of SWQIF Project Addenda Issued \_\_\_\_\_

*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  N/A

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

3. Please identify the authorized bonding ceiling for the project(s):

SRF Project: \$ \_\_\_\_\_      SWQIF Project: \$ \_\_\_\_\_

4. Are funds being provided for the project(s) from a source other than Michigan's Clean Water Revolving Funds (SRF and/or SWQIF)?

YES  NO

*If YES, please identify below all sources of funding for project costs which will not be financed through SRF or SWQIF loan assistance. Project costs which have been or will be covered by another source of funding, either public or private, must be excluded from the costs for which you will be requesting reimbursement.*

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

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

5. Has a final Alternative Justifiable Expenditure (AJE) been submitted for the project(s)?

YES  NO  N/A

*If NO, please enclose the final AJE or immediately contact your DEQ project manager to arrange an acceptable submittal date.*

6. Have all easements, land, and leasing arrangements necessary for SRF project construction been obtained?

YES  NO  N/A

*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.*

7. Please provide your current project implementation schedule(s):

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

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

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

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

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

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

I certify that I am the authorized representative designated by the governmental unit that will issue the bond(s) for this project and that the Part III Project Information being submitted is complete and accurate to the best of my knowledge.

\_\_\_\_\_  
Name and Title of Authorized Representative (*Please Print or Type*)

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

In accordance with the date in your executed milestone schedule, please return Part III with the specified attachments to your DEQ project manager via email or mail a hard copy to:

REVOLVING LOAN SECTION  
OFFICE OF DRINKING WATER AND MUNICIPAL ASSISTANCE  
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY  
**MAILING ADDRESS**  
PO BOX 30241  
LANSING MI 48909-7741

**DELIVERY ADDRESS**  
CONSTITUTION HALL 4<sup>th</sup> FLOOR SOUTH  
525 W ALLEGAN ST, LANSING MI 48933

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

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

**WHEREAS**, the wastewater system improvements project formally adopted on \_\_\_\_\_ (*date of final project plan adoption*) will be funded through Michigan's \_\_\_\_\_ (*SRF and/or SWQIF Programs*); 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 project 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 wastewater system improvements project to \_\_\_\_\_ (*name of the contractor*), contingent upon successful financial arrangements with the \_\_\_\_\_ (*SRF and/or SWQIF Programs*).

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