

B-6: NOTICE OF CONTRACT AWARD

LGR: _____ File: _____ FY _____ Labor

Notice of Contract Award

Date Received by State _____

- *Louisiana law, LA RS 38:2215, requires mutual written agreement between the parties if the time between the bid opening and contract award exceeds 45 days.*
- *If more than 90 days transpire between bid opening and contract award date, ensure that the wage decision(s) in effect on the contract award date becomes a written part of the construction contract.*
- *Send this Notice to OCD within 30 days of the contract award date.*

1. The LCDBG Contract:

Grantee Name _____

LCDBG Contract # _____

2. A prime construction contract has been awarded as follows:

Name of prime contractor _____

Type of work to be done _____

Bid Opening Date _____

Date of contract award _____

Estimated date of start of construction _____

3. Components of the above listed contract identified by source, purpose and amount:

| <u>Source</u> | <u>Purpose</u> | <u>Amount</u> |
|---------------|----------------|---------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

4. Total Amount of Contract Award (All funds—Local, LCDBG, etc.) _____

5. A copy of the certified and itemized bid tabulation is attached: Yes _____ No _____

Please do not attach unrequested documents such as: minutes of bid opening, list of attendees, LA Uniform Public work bid form, or resolution to award the contract.

6. Comments: _____

7. Signed _____

Signature of Grantee's CEO

8. Date _____

Instructions for Notice of Contract Award (Exhibit B-6)

| 1. Grantee Name Contract Number | Name of Municipality or Parish that is the recipient of grant funds. Six-digit contract number between the state and grant recipient. | | | | | | | | | | | | |
|--|---|---------------|----------------|---------------|-------|-------------|------------|------|-----------------------|------------|------------|-------------|-----------|
| 2. A prime...contract... | Name: of prime contractor. Work Description: Examples: fire station, sewer treatment plant, etc. Bid Opening Date: self-explanatory. Date of Award: official date by action of municipality or parish. Estimate: an educated guess on start date of construction. | | | | | | | | | | | | |
| 3. Components of the above listed contract...source, purpose, & amount | <p>Components of the construction contract must be identified by source, purpose and amount. Example:</p> <table border="1" data-bbox="581 701 1409 848"> <thead> <tr> <th><u>Source</u></th> <th><u>Purpose</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>LCDBG</td> <td>Sewer lines</td> <td>500,000.00</td> </tr> <tr> <td>USDA</td> <td>Sewer treatment plant</td> <td>300,000.00</td> </tr> <tr> <td>Local Gov.</td> <td>Sewer lines</td> <td>50,000.00</td> </tr> </tbody> </table> <p>Some construction contracts involve only LCDBG funds and have a single purpose. For such cases, use only a one-line entry.</p> | <u>Source</u> | <u>Purpose</u> | <u>Amount</u> | LCDBG | Sewer lines | 500,000.00 | USDA | Sewer treatment plant | 300,000.00 | Local Gov. | Sewer lines | 50,000.00 |
| <u>Source</u> | <u>Purpose</u> | <u>Amount</u> | | | | | | | | | | | |
| LCDBG | Sewer lines | 500,000.00 | | | | | | | | | | | |
| USDA | Sewer treatment plant | 300,000.00 | | | | | | | | | | | |
| Local Gov. | Sewer lines | 50,000.00 | | | | | | | | | | | |
| 4. Total amount of contract award | Components amounts added together should equal the total of the prime construction contract referred to under item "2". From the example in "3", above, the total would be \$850,000.00. Enter the original amount of the award prior to any change orders. | | | | | | | | | | | | |
| 5. Copy of the Certified and Itemized Bid Tabulation attached | A bid tabulation should be attached to this notice. Indicate whether the bid tab is attached by marking "yes" or "no". If no, explain why in the comment section of row 6. | | | | | | | | | | | | |
| 6. Comments | Enter any applicable comments. | | | | | | | | | | | | |
| 7. Signature | Signature of the grantee's Chief Elected Official. | | | | | | | | | | | | |
| 8. Date | Date on which the form is prepared (not the contract award date). It must be sent to OCD within 30 days of the award of the contract. | | | | | | | | | | | | |