

**Project Name/Description**

**ACCS Project Number: Project #**

**for**

College

Physical Address

Date

**Prepared By:**

**College**

Name

Email Address

**PROJECT SPECIFICATIONS**

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***\*NOTE – All ACCS Forms, in their current and revised version, can be found at*** [***www.accs.edu/facilities***](http://www.accs.edu/facilities)

**BIDDING REQUIREMENTS**

* Bid Cover Sheet and Table of Contents
* Advertisement for Bids (ACCS Form 5-A)
* Instructions to Bidders (ACCS Form 5-C)
* Proposal Form (ACCS Form 5-E)
* Bid Bond (ACCS Form 5-F)
* Accounting of Sales Tax (ACCS Form 5-H) – must be submitted with ACCS Form 5-E
* Certified Tabulation of Bids (ACCS Form 5-J)

**CONTRACT FORMS & GENERAL CONDITIONS**

* Construction Contract (ACCS Form 2-A)
* General Conditions of the Contract (ACCS Form 2-B)
* Performance Bond (ACCS Form 2-C)
* Payment Bond (ACCS Form 2-D)
* Contract Change Order (ACCS Form 2-F)
* Change Order Justification (ACCS Form 2-G)
* Supply Bond (ACCS Form 2-H)
* State of Alabama – Disclosure Statement
* The E-Verify Memorandum of Understanding for Employers

**OTHER**

* Pre-Construction Conference Checklist (ACCS Form 6-A)
* Statement of Field Observations (ACCS Form 6-C)
* Application and Certificate for Payment (ACCS Form 6-D)
* Schedule of Values (ACCS Form 6-E)
* Inventory of Stored Materials (ACCS Form 6-F)
* Sample Progress Schedule and Report (ACCS Form 6-H)
* Certificate of Substantial Completion (ACCS Form 6-K)
* Sample Form of Advertisement for Completion (ACCS Form 6-M)
* Contractor’s Affidavit of Payment of Debts and Claims (ACCS Form 6-N)
* Contractor’s Affidavit of Release of Liens (ACCS Form 6-P)
* Consent of Surety to Final Payment (ACCS Form 6-Q)

**TECHNICAL SPECIFICATIONS**

* Scope of Work and Specifications

**DRAWINGS**

* Drawings

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