CONSTRUCTION CONTRACT
FLOWCHART

Architect / Engineer
initiates Contract
(ACCS Form 2-A)

A/E works
with Contractor
on needed
changes

Contract
ready to submit
to ACCS?

A/E sends Contract
to ACCS for their
review

A/E works
with ACCS on
needed changes

Contract
ready for
signature phase?

No

Regional Facilities
Directors reviews
and initials all
pages of ACCS
Form 2-A

College
President
digitally signs
ACCS Form 2-A

Contractor
digitally signs
ACCS Form 2-A

ACCS Chief
Facilities Officer
digitally signs
ACCS Form 2-A

ACCS Chancellor
digitally signs
ACCS Form 2-A

A/E receives
completed contract
through DocuSign

Yes

Construction
Contract (ACCS
Form 2-A) with
Approvals and
Signatures

A/E sends out ACCS
Form 2-A for
signatures through
DocuSign

Document

Legend

Process
Preparation
Decision
Alternate
Process
(DocuSign)

REV 5/31/2024
CONSTRUCTION CONTRACT

1. ACCS PROJECT#: __________

2. This Construction Contract is entered into this **<dd>** day of **<month>** in the year of **<year>**.

3. between the **OWNER**, the Alabama Community College System on behalf of: **<Select Client>**

4. Address: __________

5. Email: __________ Phone: __________

4. and the **CONTRACTOR**, **__________**

5. Company Name: __________

6. Address: __________

7. Email: __________ Phone: __________

8. for the **WORK** of the Project identified as:

9. The **CONTRACT DOCUMENTS** are dated __________ and have been amended by __________

10. **ADDITIONA:**

Review/Initial of Regional Facilities Director: __________
The **ARCHITECT** is

<table>
<thead>
<tr>
<th>Firm Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
<tr>
<td>Phone:</td>
<td></td>
</tr>
</tbody>
</table>

The **CONTRACT SUM** is:

Dollars $  

and is the sum of the Contractor's Base Bid for the Work and the following

**BID ALTERNATE PRICES:**

<p>| |</p>
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
</table>

The **CONTRACT TIME** is ___ days (___) calendar days

**THE OWNER AND THE CONTRACTOR AGREE AS FOLLOWS:** The Contract Documents, as defined in the General Conditions of the Contract (ACCS Form 2-B), are incorporated herein by reference. The Contractor shall perform the Work in accordance with the Contract Documents. The Owner will pay and the Contractor will accept as full compensation for such performance of the Work, the Contract Sum subject to additions and deductions (including liquidated damages) as provided in the Contract Documents. The Work shall commence on a date to be specified in a Notice to Proceed issued by the Chief Facilities Officer, ACCS Facilities Division, and shall then be substantially completed within the Contract Time.

**LIQUIDATED DAMAGES** for which the Contractor and its Surety (if any) shall be liable and may be required to pay the Owner in accordance with the Contract Documents shall be equal to six percent interest per annum on the total Contract Sum unless a dollar amount is stipulated in the following space, in which case liquidated damages shall be determined at:

Dollars (____) per calendar day

**Review/Initial of Regional Facilities Director:** __________________________

VER:05292024
SPECIAL PROVISIONS: (Special Provisions may be inserted here, such as acceptance or rejection of unit prices. If Special Provisions are continued in an attachment, identify the attachment below).

STATE GENERAL CONTRACTOR'S LICENSE: The Contractor does hereby certify that Contractor is currently licensed by the Alabama State Licensing Board for General Contractors and that the certificate for such license bears the following:

<table>
<thead>
<tr>
<th>License No.</th>
<th>Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bid Limit</th>
<th>Classifications</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Owner and Contractor have entered into this Construction Contract as of the date first written above and have executed this Construction Contract in sufficient counterparts to enable each contracting party to have an originally executed Construction Contract each of which shall, without proof or accounting for the other counterparts, be deemed an original thereof.

The Owner does hereby certify that this Construction Contract was let in accordance with the provisions of Title 39, Code of Alabama 1975, as amended, and all other applicable provisions of law, and that the terms and commitments of this Construction Contract do not constitute a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment No. 26.

Review/Initial of Regional Facilities Director

VER-05292024
**APPROVALS**

LOCAL COLLEGE OR TRADE SCHOOL

BY: ____________________________

AS PRESIDENT OF

<Select Client>

---

**CONTRACTING PARTIES**

CONTRACTOR COMPANY

BY: ____________________________

SIGNATURE

NAME: ____________________________

TITLE: ____________________________

---

ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS)

BY: ____________________________

CHIEF FACILITIES OFFICER

DATE: ____________________________

---

ALABAMA COMMUNITY COLLEGE SYSTEM

(AS OWNER)

BY: ____________________________

CHANCELLOR

---

**ATTACHMENTS:**

- Proposal Form (ACCS Form 5-E)
- List of all proposed major subcontractors and suppliers
- Accounting of Sales Tax (ACCS Form 5-H)
- Bid Tabulation
- Certificate of Liability Insurance
- Performance Bond (ACCS Form 2-C)
- Payment Bond (ACCS Form 2-D)
- State of Alabama Disclosure Statement
- E-Vorify Memorandum of Understanding
- W-9 (Request for Taxpayer Identification Number and Certificate)

---

Review/Initial of Regional Facilities Director ____________________________

VER: 05292024
**APPROVALS**

**LOCAL COLLEGE OR TRADE SCHOOL**

BY: ____________________________

AS PRESIDENT OF: ____________________________

<Select Client> ____________________________

**CONTRACTING PARTIES**

**CONTRACTOR COMPANY**

BY: ____________________________

SIGNATURE ____________________________

NAME: ____________________________

TITLE: ____________________________

**ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS)**

BY: ____________________________

DATE: ____________________________

CHIEF FACILITIES OFFICER ____________________________

**ALABAMA COMMUNITY COLLEGE SYSTEM (AS OWNER)**

BY: ____________________________

CHANCELLOR ____________________________

**ATTACHMENTS:**

- Proposal Form (ACCS Form 5-E)
- List of all proposed major subcontractors and suppliers
- Accounting of Sales Tax (ACCS Form 5-H)
- Bid Tabulation
- Certificate of Liability Insurance
- Performance Bond (ACCS Form 2-C)
- Payment Bond (ACCS Form 2-D)
- State of Alabama Disclosure Statement
- E-Voify Memorandum of Understanding
- W-9 (Request for Taxpayer Identification Number and Certificate)

Review/Initial of Regional Facilities Director ____________________________

VER: 05292024
## APPROVALS

**LOCAL COLLEGE OR TRADE SCHOOL**

**BY:**

**AS PRESIDENT OF**

\(<Select Client>\)

---

## CONTRACTING PARTIES

**CONTRACTOR COMPANY**

**BY:**

**SIGNATURE**

**NAME:**

**TITLE:**

---

## ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS)

**BY:**

**CHIEF FACILITIES OFFICER**

**DATE:**

---

## ALABAMA COMMUNITY COLLEGE SYSTEM (AS OWNER)

**BY:**

**CHANCELLOR**

---

### ATTACHMENTS:

- Proposal Form (ACCS Form 5-E)
- List of all proposed major subcontractors and suppliers
- Accounting of Sales Tax (ACCS Form 5-H)
- Bid Tabulation
- Certificate of Liability Insurance
- Performance Bond (ACCS Form 2-C)
- Payment Bond (ACCS Form 2-D)
- State of Alabama Disclosure Statement
- E-Vorify Memorandum of Understanding
- W-9 (Request for Taxpayer Identification Number and Certificate)
## APPROVALS

**LOCAL COLLEGE OR TRADE SCHOOL**

**BY:**

**AS PRESIDENT OF**

<Select Client>

---

## CONTRACTING PARTIES

**CONTRACTOR COMPANY**

**BY:**

**SIGNATURE**

**NAME:**

**TITLE:**

---

### ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS)

**BY:**

**DATE:**

**CHIEF FACILITIES OFFICER**

---

### ALABAMA COMMUNITY COLLEGE SYSTEM (AS OWNER)

**BY:**

**CHANCELLOR**

---

## ATTACHMENTS:

- Proposal Form (ACCS Form 5-E)
- List of all proposed major subcontractors and suppliers
- Accounting of Sales Tax (ACCS Form 5-H)
- Bid Tabulation
- Certificate of Liability Insurance
- Performance Bond (ACCS Form 2-C)
- Payment Bond (ACCS Form 2-D)
- Statement of Alabama Disclosure Statement
- E-Vorate Memorandum of Understanding
- W-9 (Request for Taxpayer Identification Number and Certificate)
ATTACHMENTS:

- Proposal Form (ACCS Form 5-E)
- List of all proposed major subcontractors and suppliers
- Accounting of Sales Tax (ACCS Form 5-H)
- Bid Tabulation
- Certificate of Liability Insurance
- Performance Bond (ACCS Form 2-C)
- Payment Bond (ACCS Form 2-D)
- Statement of Alabama Disclosure Statement
- E-VoRify Memorandum of Understanding
- W-9 (Request for Taxpayer Identification Number and Certificate)