



Owner: _____ Project: _____

Architectural/Engineering

- _____ Architectural/engineering agreement with RD concurrence
- _____ Construction manager documentation
- _____ Final plans, specifications and contract documents with updated cost estimate with RD concurrence
- _____ Right-of-way map
- _____ Construction permit documentation (Fire Marshal, Dept of Health, local construction, etc.)

Bond Counsel

- _____ Bond counsel engagement letter (PB)
- _____ Draft bond resolution (PB), including cost overrun, if applicable

Legal

- _____ IA Sample C-1, Legal Service Agreement (or equivalent)
- _____ Option to purchase real estate
- _____ RD 442-20, Right-of-Way Easement (or equivalent)
- _____ RD 442-22, Opinion of Counsel Relative to Rights-of-Way
- _____ RD 1927-9, Preliminary Title Opinion
- _____ Management, Affiliation, and/or 28E Agreement
- _____ Lease
- _____ Draft parity agreement (NP)
- _____ Assured income/guarantor agreement
- _____ Other proposed agreements/ordinances submitted for review
- _____ Loan closing instructions obtained from RD

Owner

- _____ Real Estate Appraisal (NP)
- _____ RD 442-21, Right-of-Way Certificate
- _____ Confirmation of interim financing
- _____ Construction account established
- _____ Copy of commitment letters from other funding sources
- _____ RD 1942-47, Loan Resolution (PB) or RD 1942-9, Loan Resolution Security Agreement (NP), including cost overrun, if applicable
- _____ Invoices for all project costs incurred to date

Upon completion of all applicable items, written authorization to advertise for bids was provided to the Owner on _____ with a copy to bond counsel (if applicable), attorney, other funding agencies, and a copy to the project file (attach authorization to this guide).