

**RECOMMENDATIONS FOR CONSTRUCTION CONTRACT PROJECT MANUAL CONTENT & TABLE OF CONTENTS
FOR COLORADO USDA RURAL DEVELOPMENT WATER & ENVIRONMENTAL PROGRAM (WEP) PROJECTS⁴**

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Project Manual Section No.	Description or Content Required by RUS Bulletin 1780-26, Attachment D¹	Reference/Source
	DIVISION 00 - PROCUREMENT & CONTRACTING REQUIREMENTS	RUS Bulletin 1780-26 ⁴ , EJCDC ⁵ Documents & CSI Manual of Practice
	Outside Cover w/ Professional Engineer's Seal, Date & Signature ²	Note 2
00001	Inside Title / Cover Page w/ Professional Engineer's Seal, Date & Signature ²	Note 2
00005	Engineer's Certification of EJCDC Design and Construction Related Documents	Use CO RD EJCDC certification form
00010	Table of Contents w/ Professional Engineer's Seal, Date & Signature ²	Note 2
00015	List of Drawing Sheets	
00020	List of Schedules	
00030	Engineer's Certification of EJCDC Design and Construction Related Documents	Use CO RD Certification form
00050	Addenda (Issued Prior to Receipt of Bids)	
00100	Advertisement for Bids	Use RUS 1780-26, Attachment E
00200	Instructions to Bidders	Use RUS 1780-26, Attachment F
00410	Bid Form (develop an Attached Itemized Unit Price Sheet Schedule if requesting Unit Price Bids)	Use RUS 1780-26, Attachment G
00430	Bid Bond, Penal Sum Form (Bid Attachment 7.01.A.)	Use EJCDC C-430 Bid Bond Penal Sum Form 2007
00450	Attachments to the Bid including: 7.01.B. List of Proposed Subcontractors; 7.01 C. List of Proposed Suppliers; 7.01 D. List of Project References; 7.01 E. Evidence of Authority to do Business in State of Jurisdiction; 7.01 F. Contractor's License Number; 7.01.G. Bidder's Qualification Statement; 7.01 H. RD Form 400-6; 7.01 I. USDA Form AD-1048; 7.01 J. RD Instruction 1940-Q, Exhibit A-1; and 7.01 K.-Itemized Unit Price Sheet Schedule	G. Bidder's Qualification Statement per Colorado Rural Development format K. Unit Price Bid Schedule Examples
00510	Notice of Award	Use EJCDC C-510 Notice of Award 2007
00520	Standard Form of Agreement	Use EJCDC C-520 Suggested Form of Agreement -Stipulated Price 2007
00550	Notice to Proceed	Use EJCDC C-550 Notice to Proceed 2007
00610	Construction Performance Bond	Use EJCDC C-610 Performance Bond 2007
00615	Construction Payment Bond	Use EJCDC Payment Bond C-615 2007 or C-615(A) 2008
00617	Insurance Certificates	Use ACORD form including section 00700 GC & 00800 SC terms & conditions
00620	Contractor's Application for Payment	Use EJCDC C-620 Application for Payment 2007
00625	Certificate of Substantial Completion	Use EJCDC C-625 Certificate of Substantial Completion 2007
00700	Standard General Conditions	Use EJCDC C-700 Standard General Conditions 2007
00800	Supplementary Conditions	Use RUS 1780-26, Attachment H
00940	Work Change Directive (if applicable)	Use EJCDC C-940 Work Change Directive 2007
00941	Change Orders	Use EJCDC C-941 Change Order 2007
	DIVISION 01 - GENERAL REQUIREMENTS	
01010	Summary of Work	CSI <i>MasterFormat</i> TM 1995 Edition ³ Selection of Sections to be included and adjustments thereto, are the responsibility of the Engineer.
01020	Allowances	
01025	Measurement & Payment	
01035	Modification Procedures (Change Orders, Field Orders, Directives & Instructions)	
01040	Coordination (Project, Mechanical, Electrical, Utilities & Job Site)	The General Requirements sections (01010 thru 01999) shall be fully coordinated with the terms and conditions of the Standard General Conditions (00700) & RUS Supplementary Conditions (00800)
01050	Contractor's Field Engineering	
01060	Regulatory Requirements (Federal, State, County & Local)	
01070	Identification Systems	
01090	References (Codes, Standards, Abbreviations, Symbols & Definitions)	Any and all requirements contained in Division 01 sections which propose to change or modify the terms and conditions of the Standard General Conditions shall only be made in the Supplementary Conditions Section 00800
01100	Special Project Procedures	
01200	Project Meetings	
01300	Submittals (Schedules, Shop Drawings, Samples, QC Data, Photos, etc.)	
01400	Quality Control (Testing Laboratories, Inspections, QC Procedures)	For all conflicts and inconsistencies between the General Requirements sections and the Standard General and Supplementary Conditions (Sections 00700 and 00800), the General and Supplementary Conditions shall prevail.
01500	Construction Facilities & Temporary Controls (Mobilization, Utilities, Traffic Control, RD & Other Project Signs , Field Office, Access, Security, etc.)	
01600	Material & Equipment	
01650	Facility Start-up & Commissioning	
01700	Contract Closeout (Cleanup, Records, O&M Data, Warranties, Spare Parts, Warranty Inspection)	
01800	Maintenance	

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Project Manual Section No.	Description or Content Required by RUS Bulletin 1780-26, Attachment D ¹	Reference/Source
	DIVISION 02 - SITE WORK	
02 000 - 999	Technical Specifications to suit the project	
	DIVISION 03 - CONCRETE	
03 000 - 999	Technical Specifications to suit the project	
	DIVISION 04 - MASONRY	
04 000- 999	Technical Specifications to suit the project	
	DIVISION 05 - METALS	
05 000 - 999	Technical Specifications to suit the project	
	DIVISION 06 - WOOD & PLASTICS	
06 000 - 999	Technical Specifications to suit the project	
	DIVISION 07 - THERMAL & MOISTURE PROTECTION	
07 000 - 999	Technical Specifications to suit the project	
	DIVISION 08 - DOORS & WINDOWS	
08 000 - 999	Technical Specifications to suit the project	
	DIVISION 09 - FINISHES	
09 000 - 999	Technical Specifications to suit the project	
	DIVISION 10 - SPECIALTIES	
10 000 - 999	Technical Specifications to suit the project	
	DIVISION 11 - EQUIPMENT	
11 000 - 999	Technical Specifications to suit the project	
	DIVISION 12 - FURNISHINGS	
12 000 - 999	Technical Specifications to suit the project	
	DIVISION 13 - SPECIAL CONSTRUCTION	
13 000 - 999	Technical Specifications to suit the project	
	DIVISION 14 - CONVEYING SYSTEMS	
14 000 - 999	Technical Specifications to suit the project	
	DIVISION 15 - MECHANICAL SYSTEMS	
15 000 - 999	Technical Specifications to suit the project	
	DIVISION 16 - ELECTRICAL SYSTEM	
16 000 - 999	Technical Specifications to suit the project	
	APPENDICES (Examples)	
Appendix {#}	TYPICAL CONSTRUCTION DETAILS & SCHEDULES (If not included on drawings) Table of Contents (listing Details and Schedules bound & included in the Project Manual with Professional Engineer's Seal, Date & Signature ³)	Note 2
Detail No.	Detail Drawings	
{#}	Title {Detail Drawing Name or Identification}	
{#}	Title (etc.)	
Schedule No.	Schedules	
{#}	Title {Schedule Name or Identification}	
{#}	Title (etc.)	
Appendix {#}	Permits	
Appendix {#}	Subsurface & Geotechnical Investigation Reports	
	Notes:	
1.	USDA/RUS Bulletin 1780-26 (10/2009) is the current primary reference for all Rural Development Contract Document requirements.	

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Project Manual Section No.	Description or Content Required by RUS Bulletin 1780-26, Attachment D¹	Reference/Source
2.	Colorado - Bylaws and Rules Of The State Board of Licensure for Professional Engineers and Professional Land Surveyors, Article 5.1, Sealing Requirements for Professional Engineers	
3.	CSI's <i>MasterFormat™ 2004 Edition: Numbers & Titles</i> can also be used, however, significant changes to the numbering system indicated herein will require the Engineer to become familiar with the new format and adjust the Section Number recommendations accordingly.	
4.	USDA RUS/Rural Development documents can be accessed from the USDA web site links at: http://www.usda.gov/rus/water/ees/englib/index.htm	
5.	EJCDC (Engineers Joint Contract Documents Committee) documents are available from sponsoring organizations: NSPE, ASCE or ACEC	