



Owner: \_\_\_\_\_ Project: \_\_\_\_\_

**Engineering**

- \_\_\_\_\_ EJCDC E-500, Agreement Between Owner and Engineer for Professional Services with RD concurrence
- \_\_\_\_\_ Final plans, specifications and contract documents with updated cost estimate with RD concurrence
- \_\_\_\_\_ RUS Bulletin 1780-35, Exhibit B, Engineer Certification of American Iron & Steel
- \_\_\_\_\_ Rights-of-way map
- \_\_\_\_\_ Construction permit documentation (IDNR, local construction, etc.)

**Bond Counsel**

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

**Legal**

- \_\_\_\_\_ RUS Bulletin 1780-7, Legal Service Agreement (or equivalent)
- \_\_\_\_\_ Option to purchase real estate
- \_\_\_\_\_ RD 442-20, Right-of-Way Easement (or equivalent) or water/sewer user agreement
- \_\_\_\_\_ RD 442-22, Opinion of Counsel Relative to Rights-of-Way
- \_\_\_\_\_ RD 1927-9, Preliminary Title Opinion
- \_\_\_\_\_ Water purchase or sewer treatment contract
- \_\_\_\_\_ Management, 28E, 2-mile and/or franchise agreement(s)
- \_\_\_\_\_ Draft parity agreement (NP)
- \_\_\_\_\_ Other proposed agreements/ordinances/leases
- \_\_\_\_\_ Loan closing instructions obtained from RD

**Owner**

- \_\_\_\_\_ RD 442-21, Right-of-Way Certificate
- \_\_\_\_\_ Owner certification of number of users
- \_\_\_\_\_ Water and sewer accounting system separated
- \_\_\_\_\_ Confirmation of interim financing
- \_\_\_\_\_ Construction account established
- \_\_\_\_\_ Copy of commitment letters from other funding sources
- \_\_\_\_\_ RUS Bulletin 1780-27, Loan Resolution (PB) or RUS Bulletin 1780-28, Loan Resolution
- \_\_\_\_\_ Security Agreement (NP), including cost overrun, if applicable
- \_\_\_\_\_ Invoices for all project costs incurred to date
- \_\_\_\_\_ Phased Review of Environmental Report Complete (Section 106, Floodplains, Wetlands, etc.)

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).