

EXHIBIT 9-C

**LETTER OF TRANSMITTAL OF
CONSTRUCTION CONTRACT CHECKLIST
AND PROPOSED BID DOCUMENT**

(Date)

Montana Department of Commerce
Community Development Division
Community Development Block Grant (CDBG) Program
301 S. Park
P.O. Box 200523
Helena, MT 59620-0523

This is to certify that the bid document, prepared by _____, dated _____ for the _____ Project, under Contract MT-CDBG-0_PF-__ [or MT-CDBG-0HR-0_] contains provisions for compliance with all applicable CDBG requirements as outlined on the attached checklist.

Your review of the attached checklist and proposed bid document would be appreciated. If you have any questions or comments, please contact me at (telephone number).

Sincerely,

(_____ signature _____)
Project Manager (or Project Engineer or Project Architect)

**CHECKLIST OF REQUIRED CLAUSES
FOR CDBG CONSTRUCTION CONTRACTS**

Indicate on the line to the left of each item the page number where this clause can be found in your bid document. Except where indicated, these clauses are included in the Supplemental General Conditions of Exhibit 9-B.

IN ALL CASES:

- _____ MDOC Access to Contractor's Records
- _____ Title VII of the Civil Rights Act of 1964
- _____ Contractor Eligibility
- _____ Nondiscrimination Provision in all Public Contracts

IF OVER \$2,000:

- _____ Federal Labor Standards Provisions (*HUD-4010 form – CDBG Manual Exhibit 6-A*)
(Includes: *Davis-Bacon Act, Copeland Act, and Contract Work Hours and Safety Standards Act*)
- _____ Davis-Bacon Wage Rate Determination # _____, ¹
Modification # (if any): _____

IF OVER \$5,000:

- _____ Bid Bond
- _____ Payment Bond
- _____ Performance Bond

IF UNDER \$10,000:

- _____ Executive Order 11246² (*3 paragraph EEO Statement*)

¹ Attach and identify the current federal Davis-Bacon wage rates.

² See page 9-C.4 of this Exhibit.

IF OVER \$10,000:

- _____ Executive Order 11246 (*Paragraph 8, EEO Statement*)
- _____ Section 109 of the Housing and Community Development Act of 1974
- _____ Section 3 of the Housing and Urban Development Act of 1968

IF OVER \$100,000:

- _____ Certification of Compliance with Federal Clean Air and Water Acts
(*Includes: Clean Air Act, Clean Water Act, and EPA regulations 24 CFR, Part 15*)

IF A PUBLIC BUILDING:

- _____ Uniform Federal Accessibility Standards

Executive Order 11246 Clause³

During the performance of this contract, the contractor agrees as follows:

- (1) The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- (2) The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the City/County setting forth the provisions of this non-discrimination clause. The Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- (3) The Contractor shall incorporate the foregoing requirements in all subcontracts.

³ For construction contracts of less than \$10,000.