

## Design-Build Contract Documents Submittal QA Checklist

Project Name: \_\_\_\_\_ Key No: \_\_\_\_\_

Region: \_\_\_\_\_ RFP Advertisement Date: \_\_\_\_\_ Sub-Key No: \_\_\_\_\_

The purpose of this Design-Build (DB) Contract Documents Submittal Quality Assurance (QA) Checklist is to provide the ODOT Alternative Delivery Services (ADS) Program Engineer confirmation that the contractual documents for the project have been checked and verified by the Region project team and management, and all required concurrences and approvals for contractual documents have been appropriately obtained and documented.

**DB Contract Documents Submittal Prepared by:**

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Transportation Project Manager / Resident Engineer – Consultant Projects

Section 1: Draft Project Contract Documents		Completed			Format
		Yes	No	NA	
a.	Sample DB Agreement	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
b.	DB Agreement Exhibits				
	Exhibit A - Successful Proposer's Technical Proposal and Prices Proposal	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-1 - FHWA - 1273 Required Contract Provisions Federal-Aid Construction Contracts	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-2 - On-Site Workforce Affirmative Action requirements for women and minorities on federal-aid contracts	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-3 - Equal Employment Opportunity Provisions	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-4 - Equal Employment Opportunity - Aspirational Target Provisions	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-5 - Disadvantaged Business Enterprise (DBE) Supplemental Required Contract Provisions	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-6 - Disadvantaged Business Enterprise (DBE) Commitment Requirements	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-7 - Oregon Department of Transportation Policy Statement Disadvantaged Business Enterprise (DBE) Program	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-8 - Federal On-The-Job and Apprenticeship Training	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit B-9 - Minority Business Enterprise, Women Business Enterprise, Emerging Small Business, and Service Disabled Veteran Owned Business (MWESBSDV) Supplemental Aspirational Contract Provisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	Exhibit B-10 - Indian Preference in Employment Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	Exhibit C - Co-Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	Exhibit D - Design-Builder Specifications Requirements & DB Boilerplate Technical Special Provisions	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	Exhibit E - DB Special Provisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
Exhibit F - Project Wage Rates	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)	
Office of Equity and Civil Rights (OECR) approvals of contractual goals/targets/fees in the DB Agreement and Exhibits	<input type="checkbox"/>	<input type="checkbox"/>		PDF copy of goals/targets/fees email(s) from OECR	

Section 1 Continued: Draft Project Contract Documents		Completed			Format
		Yes	No	NA	
c.	General Provisions				
	DB110 – Organization, Conventions, Abbreviations, and Definitions	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB131 – Escrow Documents	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB140 – Scope of Work	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB141.00 – Performance Specification	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB141.11 – Bridges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.12 – Geotechnical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.13 – Hydraulics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.21 – Roadway Geometrics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.22 – Drainage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.23 – Guardrails and Barriers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.24 – Highway Illumination and Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.25 – Permanent Traffic Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.26 – Pavement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.27 – Landscaping and Aesthetics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.28 – Surveys and Mapping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.29 – Intelligent Transportation Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.30 – Traffic Operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.31 – Temporary Traffic Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.51 – Environmental Compliance	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
DB141.52 – Public Information and Involvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)	
DB141.55 – Workforce-Business Equity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)	

Section 1 Continued: Draft Project Contract Documents		Completed			Format
		Yes	No	NA	
c.	DB141.56 – DBE, Workforce Diversity and Mentoring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB141.57 – Maintenance During Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB150 – Control of Work	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB154 – Quality Plan Requirements	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB155 – Design Management and Design Quality Management	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB156 – Construction Workmanship and Materials Quality Management	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB160 – Sources of Material	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB165 – Quality of Materials	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB170 – Legal Relations and Responsibilities	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB174 – Utilities, Right-of-Way (ROW) and Railroads				
	• DB174.10 – Utilities	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	• DB174.20 – Right of Way	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	• DB174.30 – Railroads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Word copy (Redline)
	DB180 – Prosecution and Progress	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB190 – Pricing and Measurement of Pay Quantities	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB195 – Payment	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB196 – Payment for Extra Work	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB197 – Payment for Force Account Work	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
	DB199 – Disagreements, Protests, and Claims	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)

Section 1 Continued: Draft Project Contract Documents		Completed			Format
		Yes	No	NA	
<b>d.</b>	General Provisions Attachments				
<b>(1)</b>	Attachment A – Engineering Data				
	Table of Contents (Project team has verified: <ul style="list-style-type: none"> <li>Document names shown in the Table of Contents are consistent with the document names included in the Contract</li> </ul> All Attachment A documents referenced in the Contract are included in the Table of Contents)	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)
<b>(2)</b>	Attachment C – Reference Documents				
	Table of Contents (Project team has verified: <ul style="list-style-type: none"> <li>Document names shown in the Table of Contents are consistent with the document names included in the Contract</li> </ul> All Attachment C documents referenced in the Contract are included in the Table of Contents)	<input type="checkbox"/>	<input type="checkbox"/>		Word copy (Redline)