

**NOTICE TO PROCEED CHECKLIST**

LOCATION: \_\_\_\_\_

PROJECT ID #: \_\_\_\_\_

**Document Checklist Required for Notice to Proceed**

**Transmitted**

- |   |              |
|---|--------------|
| <p><b>1. Construction Agreement Executed</b></p>  | <p>_____</p> |
| <p><b>2. Performance Bond</b> (District Form) ( 1 required)</p>   | <p>_____</p> |
| <p><b>3. Labor and Material Bond</b> (District Form) ( 1 required)</p>  | <p>_____</p> |
| <p><b>4. Insurance Certificates;</b> Workers Comp., Liability, Auto<br/>(District to be listed as "Additional Insured" or listed as "Certificate Holder")</p> | <p>_____</p> |
| <p><b>5. Preliminary Construction Schedule</b></p>  | <p>_____</p> |
| <p><b>6. Request for Approval of Subcontractors / Vendors</b> (District Form)<br/>( 1 required) ( Remember to Sign)</p>                                       | <p>_____</p> |
| <p><b>7. Schedule of Values For Contractor Payments Detailed Estimate</b><br/>AIA G703 ( 1 required) (Remember to sign)</p>                                   | <p>_____</p> |
| <p><b>8. Asbestos Sign Off Sheet</b> ( District Form) (Remember to Sign)</p>  | <p>_____</p> |
| <p><b>9. Job Site Information Sheet</b> (District Form)</p>   | <p>_____</p> |
| <p><b>10. Criminal Records Check Certification</b> (District Form)</p>  | <p>_____</p> |
| <p><b>11. Contractor Illicit Discharge Reporting Form</b> (District Form)</p>   | <p>_____</p> |

District Project Manager Sign-Off: \_\_\_\_\_

Signature

Date All Documents Received: \_\_\_\_\_