**LRGVDC-AAA CONTRACTOR CHECKLIST**

**DIRECT PURCHASE OF SERVICES**

**FY 2018-2019**

**CONTRACTOR:**

**NEW: RENEWAL**

|  |  |
| --- | --- |
|  | APPLICATION |
|  | W-9 REQUEST FOR TAXPAYER IDENTIFICATION NUMBER/CERTIFICATION  |
|  | NON CONFLICT OF INTEREST |
|  | CERTIFICATE OF DEBARMENT  |
|  | ASSURANCE OF COMPLIANCE* CIVIL RIGHTS ACT
* SECTION 504
 |
|  | CERTIFICATE OF SIGNATORY AUTHORITY |
|  | LICENSE |
|  | LIABILITY INSURANCE  |
|  | SAM Printed Report |
|  | DUA |
| **PROPOSED SERVICE** |  |
| **PROPOSED** **RATE** |  |
|  | **DATE APPROVED BY AAA ADVISORY COUNCIL** |
|  | **DATE APPROVED BY LRGVDC-BOARD** |
|  |  |
|  | **EXECUTED AGREEMENT** |
|  |  |
| **DATE BID OPENED** |  |
| **REVIEWED BY** |  |

**COMMENTS:**

**All of the above requirements “Must” be with the response package and current or it will be disqualified, No Exceptions.**