



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

## REQUIRED DOCUMENTS

Federal-Aid Contracts  
(FAA)

**REQUIRED FOR BID.** Bids will not be considered if the following documents are not completely filled out and submitted at the time of bidding:

**1. Bid Forms**

- a. Bid Cover Sheet
- b. Bid Schedule
- c. Bid Attachments (as applicable)
  - Certificate of Buy American Compliance (Form 25D-151 or Form 25D-152)
- d. Addenda Acknowledgement
- e. Bidder's Acknowledgement and Certification

**2. Bid Security**

**REQUIRED FOR BID MODIFICATIONS.** Any bid revisions must be submitted by the bidder prior to bid opening. Use the following form to modify Manual (paper) bids:

**3. Bid Modification (Form 25D-16)**

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**REQUIRED AFTER NOTICE OF APPARENT LOW BIDDER.** The apparent low bidder is required to complete and submit the following documents within 5 working days after receipt of written notification:

1. Subcontractor List (Form 25D-5)
2. Summary of Good Faith Effort Documentation (Form 25A-332A), and Contact Reports (Form 25A-321A)
3. DBE Utilization Report (Form 25A-325C)
4. Prime Contractor's Written DBE Commitment (Form 25A-326) for each DBE to be used on the project.

**REQUIRED FOR BUY AMERICAN WAIVER REQUESTS.** When Certificate of Buy American Compliance (Form 25D-151 or 25D-152) indicates the bidder will request a waiver, the bidder is required to complete and submit the following documents within 5 working days after receipt of written notification:

5. Buy American Request for Type 3 Waiver (Form 25D-153)
6. Buy American Percentage (Form 25D-155)
7. Buy American Assembly Questionnaire (Form 25D-156)

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**REQUIRED FOR AWARD.** In order to be awarded the contract, the successful bidder must completely fill out and submit the following documents within the time specified in the intent to award letter:

1. Construction Contract (Form 25D-10A)
2. Payment Bond (Form 25D-12)
3. Performance Bond (Form 25D-13)
4. Contractor's Questionnaire (25D-8)
5. Certificate of Insurance (from carrier)
6. EEO-1 Certification (Form 25A-304)
7. Bidder Registration (Form 25D-6) Bidders must register annually with the Civil Rights Office in order to be eligible for award.
8. Certification Regarding Tax Delinquency and Felony Convictions (Form 25D-159)