

Contractor Documents

Contracts

Requirements and Guidelines

- [Bid Opening Guidelines](#)
- [Minority Business Participation Guidelines](#)
- [Informal Contract and General Conditions](#)

Prequalification:

- [State of NC Prequalification Policy](#)
- [General Contractor Prequalification Form](#)
- [General Contractor Prequalification Matrix](#)

Bidding & Contract Forms

- [Advertisement for Bids](#)
- [Bid Bond Form](#)
- [Bid Summary Sheet](#)
- [Draft Request for Award Letter](#)
- [Construction Contract Forms & Bonds](#)
- [Construction Contract Checklist](#)
- [County Sales & Use Tax Report Summary Totals](#)
- [Minority Business Participation Form](#)
- [Notice to Bidders 2010](#)
- [Proposal Form 2006 \(Revised 10/2013\)](#)

[Construction Administration](#)

Requirements and Guidelines

- [Preconstruction Conference Meeting Requirements & Agenda](#)
- [Site Preparation & Grading Criteria](#)
- [Dispute Resolution](#)
- [Change Orders Manual \(Electronic Ed.\)](#)
- [Construction Administration List of Required Documents](#)
- [Items Covered at Monthly Meetings](#)

Forms

- [Change Order](#)
- [Vendor Payment Form \(Electronic Ed.\)](#)
- [Field Order](#)

- [Fire Alarm System Checklist](#)
- [Monthly Construction Progress Report](#)
- [Project Schedule Summary](#)
- [Weekly Inspection Form](#)
- [Blank W-9](#)
- [OSC Electronic Pay Form](#)
- [Designer Invoice Form](#)
- [Certificate of Compliance and Certificate of Completion](#)
- [Consent of Surety to Final Payment](#)
- [Completion Agreement Form](#)
- [Final Inspection for Owner Occupancy](#)
- [Final Inspection for Beneficial Occupancy \(Partial Utilization\)](#)