APPENDIX A

Many of these forms can be obtained in fill-in format at http://cpd.uw.edu/business/contractors-forms

00 21 13 Instructions to Bidders
- Job Order Contract

00 42 46 Work Orders
- JOC-Work Order Authorization

00 73 20 Contractor Performance Evaluation Program
- Contractor Performance Evaluation Report

01 25 00 Substitution Procedures
- Substitution Request Form

01 26 00 Contract Modification Procedures
- Public Works Change Order Proposal (COP) (not used for JOC)
- COP Equipment Rates (not used for JOC)
- L&I Intents/Affidavits and Prevailing Wage Source (Web Sources)

01 29 76 Progress Payment Procedures (Pay Application)
- Retainage Bond
- Application and Certificate for Payment on Contract
  - Construction Invoice Voucher
  - Monthly Subcontractors List and Certifications
  - Certificate of Payment of Labor and Materials (due with Final Pay Application for each work order)

01 31 00 Project Management and Coordination
- Request for Information (RFI)
- Non-Conformance Report (NCR)

01 35 23 Owner Safety Requirements
- Contractor Declaration and Reporting Form from Department of Homeland Security (DHS)

01 32 16 Construction Schedule
- Short Interval Schedule

01 45 00 Contractor Quality Control (CQC)
- Contractor Quality Control Daily Report

01 50 00 Temporary Facilities and Controls
- Utility Shutdown Request
- Utility Shutdown Request for work at Harborview Medical Center

01 77 00 Close Out Procedures
- SustainAbility Scorecard

02 52 00 Asbestos Removal / Hazmat Abatement
- Contractor Acknowledgement of Asbestos Hazard Training, Respiratory Training and Agreement to Undertake all Required Precautions
- Certificate of Clearance Form
- JOC Abatement Design Form and Procedure