



GUALALA COMMUNITY CENTER

Serve. Support. Celebrate.

AGENDA SPECIAL MEETING GUALALA COMMUNITY CENTER BOARD OF DIRECTORS AND BUILD LOCAL CONSTRUCTION GROUP

THURSDAY, APRIL 16, 2026 2:30 P.M.

GUALALA COMMUNITY CENTER ANNEX CONFERENCE ROOM

1. CALL TO ORDER:

- 1.1. Directors: Janet Pierucci, Darla Buechner, Colby Bibb, Paul Cupich, Laverne Hancock, , Nancy Howard, Whyte Owen
 - 1.2. Quorum:
 - 1.3. Attendees:
 - 1.4. Scribe:
-

2. ADOPTION OF THE AGENDA:

- 2.1. Adds/Changes:
 - 2.2. Motion to Approve: _____, Second: _____ Vote: _____
-

4. NEW BUSINESS

- 4.1. [Build Local Construction Group Draft Charter](#)
 - 4.2. USDA Design, BID, Build Project
 - a. [Grant General Information](#)
 - b. [USDA Submittal list/Deliverables](#)
 - c. [USDA Status](#)
 - 4.3. Timeline Development
 - 4.4. Develop end of 2026 Fiscal Year Budget and Forecast Budget 2026-2027 Fiscal Year
-

5. UNFINISHED BUSINESS

- 5.1. Status: Remove and Replace existing drain line Quote
 - 5.2. Status: Reroute and replace waterline and meter Quote
-

6. ADJOURN

- 6.1.
-

Wednesday, April 15, 2026

#2 *Draft* Charter for The Gualala Community Center (GCC) Build Local Plan
Construction Group (BLPCG)

Purpose:

The BLPCG is charged with the task of overseeing the building of a new Community Center structure following the Build Local plan which was authorized by the GCC Membership in a ballot measure passed in September 2025.

Duties and Responsibilities:

A. Building Permit Set:

1. Seek input from community members, government agencies, and local professionals in the construction industry, to design, draw, and engineer the new building.
2. Prepare drawings for submittal to Mendocino County Building Department for the purpose of constructing the new building.
3. Respond to all plan check comments and secure all Permits.

B. Bidding:

1. Prepare a proposed advertisement for “Contractors Interested in Building the New GCC”, for GCC Board review.
2. Prepare actual Bid documents using AIA guidelines.
3. Interview and ask questions of potential General Contractors. Make recommendations to the GCC Board.
4. Encourage contractors to utilize local sub-contractors as much as possible.

C. During Construction:

1. Answer and record all General Contractor questions.
2. Assist the Project Manager in tracking progress with photos and written site visit reports.
3. Monitor and make inspection reports as required by Mendocino County Building Department and USDA Rural Development, etc. with copies to the GCC Board.
4. Review and announce any Change Orders to the GCC Board for approval.
5. Keep accurate and complete records of all communications, drawings, permits, expenses, and donations/pro bono work related to the Project.
6. Make on-going reports to the GCC Board acknowledging that the final decisions regarding the Project, rest with the Board.

**USDA RURAL DEVELOPMENT (RD)
GENERAL INFORMATION FOR PROJECT ARCHITECTS/OWNER/BORROWER
COMMUNITY FACILITIES PROJECTS**

The following information is to assist Applicants and their consultants to better understand Agency (Rural Development) requirements related to the design, bidding, and construction process. **The contents of this guidance document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.**

Note: The RD Attachments to the AIA Documents, RD Forms and Guides referenced in this general information packet are attached to the **CF_Construction Submittal List**.

1. **ARCHITECTURAL SERVICES:** RD Instructions require "full architectural services" for all RD Loans & Grants. Project Architects and Engineers must be licensed in the State where the facility is to be constructed.
2. **ARCHITECTURAL FEES:** RD Instructions state: "Fees for architectural services shall not exceed the fee ordinarily charged by the profession for similar work when RD financing is not involved." The Project Architect should set a reasonable fee adequate to provide the full services expected by the Owner/Borrower and RD. Fees should be negotiated between Borrower and Project Architect and shall be adjusted accordingly for repetitive work. The fees should be consistent with the RD program objectives and the basic design considerations. Architectural fees may be included in the RD loan.
3. **AGREEMENT BETWEEN BORROWER AND ARCHITECT:** A written agreement is required between the Borrower and the Project Architect. The Agreement must be submitted for review and RD concurrence. While Rural Development is interested in the proper execution of the Contract, it is not a party to the Contract, nor can RD incur any responsibility or liability thereunder. Please refer to **CF_Construction Submittal List: Application, Cited and General Notes** sections.
 - a. The fee for basic services shall be a stipulated sum.
 - b. The Agreement and any amendments to the Agreement shall not be in full force and effect until concurred with in writing by RD. Submit a clear, legible, and non-encrypted electronic document to the Agency for review and acceptance.
 - c. Submit the "AIA Additions and Deletions" report with the edited Agreement.
 - i. All blanks and bracketed areas shall be filled in with the corresponding information or N/A.
 - d. The breakdown of services shown in the Agreement should correspond with the breakdown of services shown in the Project Budget.
 - e. If a previous agreement exists between the Owner and the Architect, the AIA B101 Agreement with RD Guide 27, Attachment 1 is still preferred. The original Agreement may be listed as an Appendix referenced in the Agreement.
 - f. Amendments to the Agreement between Owner and Architect need to be reviewed and concurred in writing by the Agency.
 - i. Amendments shall be written using the appropriate AIA document or on the Project Architect's letterhead and include a detailed justification for all changes, including a breakdown of how increases were derived. The amendment will be signed by all parties.
 - ii. Architect services shall not be reimbursed and shall not be shown in the Project

Budget, until the Amendment has been concurred on by RD.

- iii. Recommend submitting a draft Amendment to the Area/Loan Specialist and RD Architect for review prior to obtaining signatures.

4. **CODES AND STANDARDS:** The Applicant and their consultants are responsible for compliance with all Federal, State and Local laws and regulations, including but not limited to Rural Development regulations, applicable building codes of the project location, and accessibility laws and standards.

- a. Helpful Links:

[U.S. Access Board – Home \(access-board.gov\)](https://www.access-board.gov/)
<https://www.ecfr.gov/current/title-7/part-1942>

5. **ENVIRONMENTAL REVIEW:** The Project Architect should confirm the Owner has completed the Environmental Review with the Agency per USDA 1970 environmental regulation and if any environmental mitigation measures were identified they are addressed in the specifications and drawings.

6. **BUILD AMERICA, BUY AMERICA ACT**

- a. Find additional information regarding BABAA at:

[Build America, Buy America Act | Rural Development \(usda.gov\)](https://www.usda.gov/build-america-buy-america-act-rural-development)

7. **SUBSURFACE SOILS INVESTIGATION:** A Subsurface Soils Investigation Report should be prepared by a Professional Soils Engineer, if applicable, for each project. The report should include foundation, compaction, and drainage recommendations. These costs may be included in the RD loan.

8. **DESIGN CRITERIA**

- a. General: The Architect is to design the facility for the site and Owner's needs. Cost containment is a prime consideration, but function, safety, aesthetics, and durability are also important.
- b. Accessibility: All facilities intended for, or accessible to, the public or in which physically disabled persons may be employed or reside must be developed in compliance with the Architectural Barriers Act (ABA) of 1968, Section 504 of the Rehabilitation Act of 1973, the Fair Housing Amendments Act of 1988 (FHAA), & the Americans with Disabilities Act (ADA).
- c. Historic Preservation: Facilities should be designed and constructed in a manner which will contribute to the preservation and enhancement of sites, structures, and objects of historical, architectural, and archaeological significance. All facilities must comply with the National Historic Preservation Act of 1966.
- d. Health Care Facilities: All such facilities must conform with applicable Codes and Standards. A statement by the responsible State regulatory agency that the facility meets current minimum standards for design and construction of health care facilities is required.
- e. Energy Conservation: Consider cost effective energy saving measures or devices in the project design.
- f. Water Conservation: Consider water conservation practices and devices into the facility's design.
- g. Lead Base Paints: Lead based paints shall not be permitted in facilities designed for human habitation.

9. **DESIGN SUBMITTALS / REVIEWS**

- a. **Feasibility Report / Schematic Design:** A Preliminary Architectural Feasibility Report (PAR)

that follows RD Instruction 1942-A, Guide 6, including Schematic Design Drawings and Cost Estimates is required. When appropriate, the Project Architect should meet with the RD PSS Architect for a pre-design conference.

- b. **Design Development Phase:** Prepare design development documents based on the RD accepted schematic design concept. Agency review of Design Development documents is optional.
 - c. **Final/Construction Documents:** Prepare complete Working Drawings and Specifications, including bidding documents, for RD acceptance. Include site or architectural Mitigating Measures identified in the Environmental Review. Provide RD with copies of ALL state and local approvals. Obtain RD acceptance of the construction documents prior to bidding.
 - d. **Bid Documents and Addenda:** Must be stamped and signed by the Architect of Record.
10. **WAGE RATES:** For projects requiring compliance with the Davis-Bacon Act, wage rates paid for labor must not be less than the prevailing area wages as determined by the Secretary of Labor and these wage rates must be embodied in the construction contract. Wage Rates are not triggered by most RD Loans but may be required for other funding sources or special RD funding. Consult with RD Loan Specialist to confirm when Davis-Bacon are required based on the RD funding. It is the responsibility of the Applicant, in consultation with their Legal Counsel and Project Architect, to determine if they are subject to State Prevailing wage rates or if other funding sources require Davis Bacon.
11. **PROCUREMENT:** Publicly advertised, competitive sealed bids are required for most construction projects. When proposing an alternate contracting method, prior written approval by Rural Housing Service, National Office is required. Please indicate if Construction Manager as Constructor (CMc), Construction Manager as Advisor (CMa) or Design Build (DB) (contract methods other than design-bid-build) is being considered for this project. All procurement transactions, without regard to dollar value, shall be conducted in a manner that provides maximum open and free competition.
 - a. Extensive subcontracting should be avoided.
 - b. The Applicant will need to confirm with their legal counsel if they are subject to any State procurement laws that may govern allowable project delivery methods.
12. **MAXIMUM OPEN AND FREE COMPETITION:** Must be maintained. Technical specifications must comply 7 CFR 1942.18(j)(4):

[https://www.ecfr.gov/current/title-7/part-1942/section-1942.18#p-1942.18\(j\)\(4\)](https://www.ecfr.gov/current/title-7/part-1942/section-1942.18#p-1942.18(j)(4))
13. **SURETY:** RD Instruction 1942.18(n) (3) Surety: outlines surety requirements. The surety will normally be in the form of performance bonds and payment bonds. The use of surety other than performance bonds and payment bonds requires concurrence by the National Office after submission of a justification by the State Director together with the proposed form of escrow agreement or letter of credit.

The United States, acting through Rural Development, will be named as additional obligee on all surety unless prohibited by State law.
14. **BIDDING:** The Owner must comply with all RD regulations and meet all loan and/or grant requirements during all stages of the project. **Plans and Specifications must be concurred in by the Agency and funds must be obligated prior to Rural Development authorization to advertise the project for bid.**
 - a. All addenda issued during bidding must be acceptable to RD.
 - b. Owner must comply with the Letter of Conditions before any award of contract(s). These requirements must be coordinated with the Agency. Once the bids are received, per the

contract documents, the Owner has a limited time to Award the contracts. The RD Loan Specialist and Applicant should confirm applicable requirements are met prior to bidding the project because any issues may delay award of the contracts or issuance of the Notice to Proceed.

- c. Following acceptance of the plans and specifications by RD and completion of Loan/Administrative requirements, the RD Loan Specialist will authorize the RD Borrower to Advertise for Bids.
 - d. No contract shall be awarded without RD authorization. Upon review of the above information RD will issue a letter authorizing the award of the contract(s).
- 15. CONTRACT REVIEW:** Complete sets of Contract Documents for construction shall be submitted to the Agency for review and concurrence. Refer to the **CF_Construction Submittal List**. The Owner/Contractor Agreement and any amendments to the Agreement shall not be in full force and effect until concurred with in writing by RD. Although Rural Development is interested in the proper execution of the Contract, it is not a party to the Contract, nor can incur any responsibility or liability thereunder.
- 16. PRE-CONSTRUCTION CONFERENCE:** Once the Agency has concurred in writing with the contracts and all the requirements of the Letter of Conditions have been met, the Owner/Project Architect are to schedule a preconstruction conference. Attendance at the preconstruction conference should, at minimum, include an Owner representative (with the authority to act for the Owner), the Project Architect, Resident Construction Inspector, Contractor's representative (with the authority to act for the Contractor), and RD representatives. Requirements for inspections and each party's responsibilities during the construction process will be discussed.
- 17. RESIDENT INSPECTION:** Full-time resident inspection is required for all construction of Community Facility projects unless a written exception is made by RD. The Resident Inspector will be employed by the Project Architect or Borrower and will work under the general supervision of the Project Architect, unless otherwise agreed and concurred in by USDA. Prior to the pre-construction conference, the Project Architect or Borrower will submit a resume of the proposed Resident Inspector's qualifications, with their recommendations, to RD for review and acceptance.
- 18. INSPECTIONS AND REPORTS:** RD will participate in periodic, pre-final and final site observation visits to monitor construction progress and the disbursement of funds. Site visits, reviews, and concurrences made by RD are solely to protect the security interests of the Government. The Owner and/or their Representatives (i.e., Project Architect, Resident Inspector) are responsible for making regular inspections and reviews to adequately protect their own interest.
- a. Field reports should list the status of the project, instructions given, upcoming change orders, nature of the deficiencies, those present at the site, and any additional information that should be recorded. Copies of field reports are to be submitted to the Agency on a timely basis.
 - b. Representatives of RD and the Borrower should be present at the Substantial Completion inspection and a copy of the Certificate of Substantial Completion with punch list items must be submitted to the Agency. Refer to the **CF_Construction Submittal List** for a list of closeout documents.
- 19. CORRESPONDENCE:** All correspondence and drawings must be identified by the name of the loan applicant and location. Provide a transmittal letter for drawings, reports, etc. sent to RD.

Attachments:

CF_Construction Submittal List

COMMUNITY FACILITIES CONSTRUCTION SUBMITTAL LIST

DESIGN/BID/BUILD PROJECTS>\$250,000

Project Name & Location:

Applicant Name & Contact Information:

	Document	Form/Comment	Rec'd	Accept
101 Application				
01.	Preliminary Architectural Feasibility Report (PAR/PAFR)	RD Guide 6 including Project Budget/Construction Cost Estimate		
02.	AIA Agreement between Owner and Architect <i>With AIA Additions/Deletions Report</i>	AIA B101-2017 or approved alternate agreement- see Cited Note 1- Not to exceed (NTE) fee for reimbursable expenses included in the agreement or as an attachment. I.e., printing, travel, etc.		
03.	RD Attachment to AIA Agreement between Owner and Architect	RD Guide 27 Attachment 1- see Cited Note 4 (or RD attachment to alternate agreement-see Cited Note 1) attached to AIA Document and referenced in the AIA Agreement		
04.	Lobbying Certification for Contracts, Grants & Loans	RD 1940-Q, Exhibit A-1 (if contract amount exceeds \$100,000); <i>If lobbying activities need to be reported submit SF-LLL Disclosure of Lobbying Activities (form available on-line)</i>		
102 Prior to Bid				
05.	Project Manual including Front End Documents and Technical Specifications front cover stamped and signed by the Architect of Record	See Project Manual Front End Documents for list of documents to be given to Architect of Record and included in the front end of the Project Manual.		
06.	Construction Drawings stamped and signed by the Architect of Record			
07.	BABAA Certification Statement- see Cited Note 4	BABAA Architect sample language attached, provide on Project Architect's letterhead		
08.	Environmental Mitigation Measures	Confirm addressed in specifications/drawings		
09.	Other Regulatory Agency review/acceptance of construction documents	If applicable		
10.	CF Authorization to Release for Bid	CF Program delegee to authorize release for bid after all the requirements of the Letter of Conditions have been met.		

COMMUNITY FACILITIES CONSTRUCTION SUBMITTAL LIST

DESIGN/BID/BUILD PROJECTS>\$250,000

	Document	Form/Comment	Rec'd	Accept
11.	Any addenda issued during bidding to be submitted to the Agency			
103 Prior to Construction				
Prior To Award Contract(s) the following documents must be submitted as a complete package for review prior to authorization to award:				
12.	Advertisement for Bids and Proof of Publication	RD Instruction 1942-A, Guide 19, Attach 1- see Cited Note 4- or appropriate substitute. i.e. Notice in paper and/or on-line plan rooms		
13.	Bid Tabulation Sheet prepared by Architect of Record			
14.	Bid Form- Low bidder(s) only	RD 1942-A, Guide 19, Attach.3- see Cited Note 4- or appropriate substitute with RD verbiage including liquidated damages		
15.	Bid Bond	RD 1942-A, Guide 19, Attach. 4 or approved substitute		
16.	Architect of Record's Recommendation to the Owner of the qualified low bidder(s)	Include contract amount, bid alternates accepted (if any), recommendation needs to address the lowest responsive and responsible bidder.		
17.	Reserved			
18.	Lobbying Certification for Contracts, Grants & Loans	RD Instruction 1940-Q, Exhibit A-1 , (if contract amount exceeds \$100,000); <i>If lobbying activities need to be reported submit SF-LLL Disclosure of Lobbying Activities (form available on-line)</i>		
19.	CF Authorization to Award	CF Program delegee to authorize award		
Agency Contract Concurrence: Prior to Preconstruction Conference (or start of construction) the following documents must be submitted as a complete package for Agency review and concurrence:				
20.	Board's Resolution Awarding the Contract	If applicable		
21.	Notice of Award	RD 1942-A, Guide 19, Attachment 7 Issued by Owner to Contractor		
22.	Standard Form of Agreement between Owner and Contractor with Additions and Deletions Report	AIA Document A101-2017 or approved alternate agreement- see Cited Note 1		
23.	Attachment to Standard Form of Agreement between Owner and Contractor	RD 1942-A, Guide 27, Attachment 3- see Cited Note 4 (or RD attachment to alternate agreement- see Cited Note 1) attached to AIA Document and referenced in the AIA Agreement		

COMMUNITY FACILITIES CONSTRUCTION SUBMITTAL LIST

DESIGN/BID/BUILD PROJECTS>\$250,000

	Document	Form/Comment	Rec'd	Accept
24.	General Conditions of the Contract for Construction	AIA Document A201-2017		
25.	Attachment to General Conditions of the Contract for Construction	RD 1942-A, Guide 27, Attachment 4- see Cited Note 4- attached to AIA A201 and referenced in the AIA Standard Form of Agreement		
26.	Performance Bond	RD 1942-A, Guide 19, Attachment 5 (or AIA Documents with RD Rider Language- see Cited Note 2)		
27.	Payment Bond	RD 1942-A, Guide 19, Attachment 6 (or AIA Documents with RD Rider Language- see Cited Note 2)		
28.	Power of Attorney	From Contractor's Bonding Company		
29.	Contractor's Certificate of Insurance	Including Builder's Risk insurance		
30.	Certification of Owner's Attorney	RD 1942-A, Guide 18, Page 7		
31.	Resume of Proposed Resident Inspector	Borrower & Agency concurrence (and/or RD written exception to full-time requirement if granted)		
32.	CF Concurrence in contract for construction	Concurrence signed by CF Program delegee; CF Program delegee will notify the Applicant when they may schedule the Preconstruction Conference.		
33.	Reserved			
104 Construction				
Preconstruction Conference				
34.	Record of Pre-Construction Conference	Form RD 1924-16 or acceptable alternative (not attached- will be provided at contract concurrence) To be completed by the Architect of Record (Project Architect)		
35.	Applicable posters	Loan Specialist distributes applicable poster(s) at pre-construction conference		
36.	Reserved			
37.	Building Permit	Issued by Code Enforcement Official or Authority Having Jurisdiction If applicable		
38.	Any additional permits	If applicable		
39.	Notice to Proceed	RD Instruction 1942-A, Guide 19, Attachment 8		

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	Document	Form/Comment	Rec'd	Accept
		Issued by Owner to Contractor		
40.	List of Material Suppliers and Subcontractors (if available)			
41.	Project Schedule (if available)			
42.	Schedule of Values (if available)			
Monthly Payment Estimate & Application				
43.	Application Form	AIA G702 with RD Attachment or RD 1924-18		
44.	Schedule of Values	AIA G703 or RD 1924-18 continuation sheet		
45.	Reserved			
46.	Allowance documentation	i.e. invoices for any payment requested out of an allowance line item		
47.	Stored Materials documentation if payment is being requested for stored materials	On Site Stored Materials: invoices and photos of materials showing they are securely stored. Off Site Stored Materials: invoices, photos of materials showing they are clearly marked with the Project Name, Transfer of Title of Ownership (to name the Owner), Right of Owner for Entry to inspect materials, Certificate of Insurance, and Bill of Lading/Packing List		
48.	Monthly lien releases (if there are no Payment and Performance bonds)	Form RD 1924-9 Contractor Release of Liens Form RD 1924-10 Release by Claimants Not applicable if there are surety bonds on the project		
49.	Project Architect's Site Observation Report	Project Architect's meeting minutes and site observation/field report		
50.	Site Observation	RD 1924-12 Inspection Report Internal Agency use only. Document site visit or review of Project Architect's report		
Change Orders				
51.	Contract Change Order Form	Form RD 1924-7 or AIA G701 Contract Change Order Form with RD Attachment		
52.	Narrative (non-technical) describing the need for the change order and documentation of how cost increase will be funded	Including revised drawings or sketches (if applicable) stamped and signed by the architect of record		

COMMUNITY FACILITIES CONSTRUCTION SUBMITTAL LIST

DESIGN/BID/BUILD PROJECTS>\$250,000

	Document	Form/Comment	Rec'd	Accept
53.	Back-up documentation	i.e., Detailed cost estimate, labor and material costs, quotes from subcontractors and/or material suppliers, etc.		
Closeout Documents				
54.	Architect of Record Field Report and Punchlist	At Substantial Completion		
55.	Certificate of Substantial Completion	AIA Document G704 Form - Amount held back from retainage for punchlist items listed on the document		
56.	Agency Substantial Completion	Form RD 1924-12 Inspection Report Internal Agency use only		
57.	Certificate of Occupancy or Certificate of Compliance	or required approvals from municipal and governmental authorities having jurisdiction over the project. If Applicable		
58.	Builder's Warranty	Form RD 1924-19 and/or any other warranty information, with dates signed by the Owner.		
59.	Agency's Final Inspection	Form RD 1924-12 Inspection Report Internal Agency use only -completed by appropriate agency representative		
60.	Verification Owner has received As-Builts, O & M manuals, attic stock, etc. including manufacturer's BABAA Certification statements	on transmittal from Project Architect, or email from Owner BABAA Manufacturer sample language provided in Project Manual and submitted with each submittal/shop drawing- see Cited Note 4.		
61.	Consent of Surety	AIA G707 Consent of Surety Company to Final Payment if performance and payment bonds		
62.	BABAA Certification Statement Contractor- see Cited Note 4	On Contractor's letterhead, language per sample certification statement, BABAA Contractor sample language provided in Project Manual.		
63.	Final Acceptance Letter from State Regulatory or Funding agency (if applicable)			
64.	Contractor Release of Liens from Prime and All Sub Contractors	Contractor Release of Liens from Prime and All Sub Contractors- see Cited Note 3: Form RD 1924-9 Contractor Release of Liens see 1924-9 FMI for instructions. Form RD 1924-10 Release by Claimants		
65.	Contractor's Application for Final Payment			
66.	11th Month Warranty Inspection	Schedule Inspection: CF LS, Architect of Record and Contractor, typically between 9-11 month		

COMMUNITY FACILITIES CONSTRUCTION SUBMITTAL LIST

DESIGN/BID/BUILD PROJECTS>\$250,000

Cited Notes:

1. If applicable, please consult with the PSS RD Architect when alternate AIA agreements other than the AIA agreement listed in the submittal list are insisted to be used. Only those alternate AIA Agreements that are discussed with PSS ahead of time which are consistent with the AIA agreement listed in the submittal list should be included along with the corresponding RD Attachment provided by PSS.
2. Use of most recent version AIA bond forms additionally requires a bond rider to be included behind each bond listing Agency as co-obligee. Specifically, RD Instruction 1942-A 1942.18(n)(3) requires *“The United States, acting through Rural Development, will be named as co-obligee on all surety unless prohibited by state law.”* Bond rider language reviewed and approved by USDA RD Office of General Counsel (OGC) is attached to the **CF Construction Submittal List**. If anything, other than the above is provided, then the bonds with power of attorney and rider must be reviewed and approved by USDA RD Office of General Counsel (OGC).
3. Release of liens required, if no surety bonds have been provided. IF AIA Documents below are used, a release of liens must be attached:
 - a. AIA Document G706 – Contractor’s Affidavit of Payment of Debts and Claims AIA Document G706A – Contractor’s Affidavit of Release of Liens
 - b. AIA Document G706A – Contractor’s Affidavit of Release of Liens from all subcontractors and material suppliers
4. Build America, Buy America Act (BABAA): Agency Guide Attachments- When the project is not subject to BABAA, the provisions in bold do not apply. BABAA certification statements are only required when the project is subject to the Build America, Buy America Act.

General Notes:

- A. Agency documents listed herein and in the **Project Manual Front End Documents** are attached to this PDF where available. Subsequently issued versions of documents listed herein and/or attached within this PDF where available should be used. The PDF attachments listed in this submittal list are numbered to correspond to the numbering in this list.
- B. To facilitate the most efficient review process, simply reference the applicable RD Attachment within each AIA document and place the RD attachment document immediately behind the AIA document instead of inserting RD Attachment verbiage within the AIA documents. Include the AIA Addition and Deletion report.
- C. Use of alternate documents and/or edits to RD pre-approved standard documents listed herein may require USDA RD OGC review with an uncertain review timeframe and uncertain result.

Wednesday, April 15, 2026

Janet and Adrian had a conference call with Reef Atwell-Smith today.

Discussion Items:

- 1 Environmental Report (NEPA)
Reef stated that he was going to work on it today and tomorrow.
- 2 Preliminary Architect Report (PAR)
State Architect, Ed Pais is reviewing all PAR documents.
- 3 Federal Review
Once Reef has everything he needs, he will send the packet off to Washington, DC for a final review. He said it could take some time but didn't specify how much time.