



General Services Dep. Use Only

Date Rec/d by GSD:	
Fund:	
Department:	
Account:	
Returned to Dep. For:	
Date Full Delegation Issued:	
Signed:	
Printed:	

Public Project Departmental Full Delegation Delivery Certification Form

County Department:
Project Name:
Project Address:
Project Description:
Date Submitted:

Project Manager:
Total Project Budget Estimate:

Safety

Staff and Job-Site	On-Site Staff have been trained on maintaining a safe job site.	Yes No N/A
Contractor Program	The construction contractors Safety Program has been reviewed.	Yes No N/A
Hazardous Material	Staff has been trained on Hazardous Material identification.	Yes No N/A
Hazardous Material	A clear Hazardous Material report is On-Site.	Yes No N/A
Department Comments:		

General Services Department Maintenance

Service Request.	Work Order # _____
Department Comments:	

Solicitation for Professional Consultant Services

Project Manager certified in solicitation and the estimate for professional services is less than \$100,000.	Yes No N/A
Department Comments:	

Solicitation for Construction Contractor

Project Manager certified in solicitation and the estimate for the total construction contract is less than \$100,000.	Yes No N/A
Department Comments:	

Insurance and Bonding

Contractor complies with insurance requirements and bonding (payment and performance) or Risk Management has approved.	Yes No N/A
Department Comments:	

Information Systems Division

The County Network Infrastructure is not modified in any way, or Information Systems Division has approved the project.	Yes No N/A
Department Comments:	

Purchasing and Support Services

Coordination by the County Department with the Purchasing and Support Services is an obligation for all agreements and contracts and associated Purchase Orders.	Yes No N/A
Department Comments:	

County Counsel

Coordination by the County Department with County Counsel is an obligation for all agreements and contracts.	Yes No N/A
Department Comments:	

County Risk Management

Coordination by the County Department with Risk Management is an obligation for Safety, Accident Prevention, and Reporting.	Yes No N/A
Department Comments:	

Permits or Regulatory Approvals

Permits or regulatory approvals are not necessary for this type of work.	Yes No N/A
Department Comments:	

ADA/Accessibility

The project does not require ADA/Accessibility consideration.	Yes No N/A
Department Comments:	

Real Property Rights

County owned facility or the department has written approval from property owner.	Yes No N/A
Department Comments:	

Prevailing Wage and Department of Industrial Relations (DIR) Certification

Prevailing Wage and DIR Certification (only construction contracts) is a contractual obligation in all contracts for the project.	Yes No N/A
Department Comments:	

Worker Class

Project Manager is not working out of class	Yes No N/A
Department Comments:	

County Department Head Signature

Date

Printed Name