

# REQUEST TO ADVERTISE

A local agency uses this form when it requests MDOT approval to "locally let" its enhancement funded project. Submit this form and completed MDOT Form 0364, "PROPOSAL CERTIFICATION", to MDOT Local Agency Program (LAP) with the final plans, bid proposal book, and construction cost estimate. Do not issue the advertisement for bids until MDOT LAP issues its approval to do so.

ELIGIBLE AGENCY (County, City, or Village)

CONTROL SECTION	MDOT JOB NO.	TRANSPORTATION ALTERNATIVE GRANT NUMBER
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I, \_\_\_\_\_, \_\_\_\_\_ on behalf of  
(Name) (Title)  
\_\_\_\_\_, request approval to advertise the subject project  
(County, City, or Village)

in accordance with the following:

1. Bids will be solicited and opened in accordance with procedures approved by MDOT on \_\_\_\_\_ (completed MDOT Form 0363).
2. The plans and proposal for the subject project will be those certified by \_\_\_\_\_ on \_\_\_\_\_.
3. The right of way for the project has been certified by "Attachment B" dated \_\_\_\_\_.
4. All permits required for the project have been issued to the local agency.
5. The proposed advertising date is \_\_\_\_\_.
6. The bid proposed opening date is \_\_\_\_\_. Location \_\_\_\_\_  
Time \_\_\_\_\_.
7. Bids for the project will be solicited using the following publications and/or websites:

In addition, the following conditions will be met:

- A. All significant changes to the plans and proposal will be made by addendum which will first be submitted to MDOT LAP for approval before being issued.
- B. Copies of all addenda issued for this project will be provided to MDOT LAP.
- C. **Do not issue the advertisement for bids until MDOT LAP issues its approval to do so.**

SIGNATURE (Authorized person, employed by the County, City, or Village)	DATE
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