Clear Form

APPLICATION FOR STATE REVOLVING FUND LOAN

for the Construction of Drinking Water Facilities

NOTICE TO APPLICANTS

After this application is filled and signed, the first page may be submitted either:

1. **Electronically to Michael Miyahira at Michael.Miyahira@doh.hawaii.gov and Joanna Seto at Joanna.Seto@doh.hawaii.gov**; or
2. A hardcopy submitted to the Safe Drinking Water Branch (SDWB).

A **COMPLETE** application package includes, but not necessarily limited to, all the applicable information and forms requested in this document. Only when an application package is **COMPLETE** and approved, will a Final Loan Agreement be executed.

Please refer to the Applicant Guidance for more information or contact SDWB.

APPLICANT INFORMATION		
Organization Name:		
Address:		
City:	County:	ZIP Code:
Contact Person:		Phone:

PROJECT INFORMATION	
Project Name:	
Water System Name:	Water System Number:
Description:	
Need:	
Related Project(s) - List all related projects which must be constructed in order to fully utilize this project. Also, list the anticipated dates these projects will be constructed:	

ESTIMATED PROJECT COSTS		ESTIMATED PROJECT TIMELINE	
Construction		Date FLA is Needed	
Contingency (10% of Construction)		Bid Advertisement	
Design (Architectural Engineering Fees)		Bid Opening	
Construction Management (CM)		CM Contract(s)	
Other Costs (Specify):		Award Contract(s)	
Total Project Costs	$ 0.00	Issue Notice to Proceed	
Funding Sources other than Drinking Water SRF (specify source and amount)		Complete Construction	
•		**DO YOU REQUIRE A COMMITMENT LETTER TO BE ISSUED BASED ON ESTIMATED PROJECT COSTS?**	
•			
TOTAL SRF LOAN AMOUNT REQUESTED	**$ 0.00**	◯ Yes	◯ No

SIGNATURES	
The undersigned representative certifies the information submitted in this application is true and correct to the best of his or her knowledge and that he or she is authorized to sign and submit this application. The applicant agrees, if a loan is awarded on the basis of this application, to comply with all applicable rules and regulations of the Safe Drinking Water Branch and the terms and conditions of the loan agreement.	
Name and Title of Authorized Representative:	
Signature of Authorized Representative:	Date:

REQUIRED DOCUMENTS AND FORMS

It is preferred that all documents be submitted electronically to SDWB Engineering Section Supervisor, Michael Miyahira at Michael.Miyahira@doh.hawaii.gov and SDWB Chief, Joanna Seto at Joanna.Seto@doh.hawaii.gov.

REQUIRED FOR ALL PROJECTS

- ☐ Loan Application (just the first page with pertinent information and certifying signature is required)
- ☐ Engineering Report[1]
- ☐ Resolution or Ordinance – A written approval which authorizes the SRF loan application and identifies the dedicated source(s) of revenue (i.e., general obligation with full credit) which will fund the project and repayment of the loan with interest.
- ☐ Plans
- ☐ Specifications
- ☐ Site Certification – An opinion signed by an authorized representative describing the interest the applicant has in the site, including information about any easements and right-of-ways, and certifying that interest is legal and valid. The opinion should also include information as to whether or not:
  1. The applicant (or the present owner if fee simple title has not been, or is not to be, acquired) has good and valid title to the entire site (excluding easements and right-of-ways) free and clear of any pre-existing mortgages, deeds of trust, liens, or other encumbrances which would affect the value or site usefulness for the purpose intended;
  2. Any deeds or documents required to be recorded have been duly recorded or filed for record, whenever necessary, in order to protect the title of the owner and the interest of the applicant; and,
  3. The applicant has complied with the 1970 Uniform Relocation Assistance and Real Property Acquisition Policies Act, if necessary.
- ☐ Bonded Construction Contract(s)
- ☐ Selected Itemized Bid
- ☐ Notice to Proceed Letter

OTHER DOCUMENTS, AS NECESSARY

Please contact SDWB for more information as to what documents are required for this particular project

- ☐ Construction Management Contract(s)
- ☐ Environmental Documents – Including but not limited to one or a combination of the following:
  1. Environmental Assessment (EA)
  2. Exempt Project Certification
  3. EA Checklist
- ☐ Compliance Report (EPA Form 4700-4)
- ☐ MBE/WBE Utilization Under Federal Grants and Cooperative Agreements (EPA Form 5700-52A)
- ☐ Disadvantaged Business Enterprise (DBE) Subcontractor Utilization Form (EPA Form 6100-3),
- ☐ Disadvantaged Business Enterprise (DBE) Subcontractor Performance Form (EPA Form 6100-3), if applicable
- ☐ Any other inter-governmental or County-private agreements relative to this project

[1] In certain cases, an EA may be used to fulfill the Engineering Report requirement. Please verify with SDWB if this case applies.

ASSURANCES

REQUIRED FOR ALL PROJECTS

1. The applicant has the legal, institutional, managerial and financial capability to ensure adequate construction, and operation and maintenance (including replacement) of the drinking water treatment works, and has analyzed the local share of the costs of the proposed drinking water treatment facilities, including the financial impact on each community and the residents of the service areas.
2. The applicant will operate and maintain the treatment works in accordance with the minimum standards as required by the cognizant Federal, State and local agencies for the operation and maintenance of such facilities.
3. The applicant will initiate procurement action for A/E and/or construction services for building all significant elements of the project in accordance with the project schedule indicated in this application and approved by DOH upon issuance of the loan agreement.
4. The applicant will diligently pursue project completion in accordance with the project schedule submitted herewith.
5. The applicant will give the State of Hawaii or its assignees, through any authorized representative, access and the right to examine all records, books, papers, or documents related to the loan; and will retain all construction records for three years following the project initiation of operation.
6. The applicant will maintain a financial accounting system in accordance with the generally accepted accounting principles set forth by the Governmental Accounting Standards Board.
7. The applicant will not dispose of, or modify the use of or change the real property title terms or other interest in the site and facilities without permission and instructions from DOH.
8. The applicant will establish safeguards to prohibit employees from using their positions for purposes that constitute or give the appearance of personal or organizational conflict of interest.
9. The applicant has not and will not violate any Federal, State, or local law pertaining to fraud, bribery, graft or collusion; and,
10. The applicant will provide and maintain competent and adequate engineering supervision and inspection at the construction sites to ensure that the completed work conforms with the approved plans and specifications and will furnish progress reports and such other information as DOH may require.
11. The applicant will comply with all applicable federal and state requirements, including all other laws, regulations, policies, applicable requirements and conditions relating to assistance for this project.
12. The applicant will comply with Davis Bacon Act and American Iron and Steel (AIS) requirements and all provisions thereof.
13. The applicant must certify that it will comply with the following federal "super cross-cutting" authorities
    a. Age Discrimination Act of 1975 (42 USC 6102)
    b. Civil Rights Act of 1964, Title VI (42 USC 2000d)
    c. Equal Employment Opportunity (EO 11246, as amended)

OTHER ASSURANCES, AS NECESSARY

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The applicant must certify that it will comply with the following federal "cross-cutting" authorities, including the Single Audit of 1984 (PL 98-502).

1. Environmental Authorities
    a. Archeological and Historic Preservation Act of 1974 (16 USC 469a-1)
    b. Clean Air Act (42 USC 7401)
    c. Coastal Barriers Resources Act (16 USC 3501)
    d. Coastal Zone Management Act (16 USC 1451)
    e. Endangered Species Act (16 USC 1531)
    f. Environmental Justice (EO 12898)
    g. Farmland Protection Policy Act (7 USC 4201)
    h. Fish and Wildlife Coordination Act (16 USC 661)
    i. Floodplain Management (EO 11988 (1977), as amended by EO 12148 (1979))
    j. National Historic Preservation Act (16 USC 470)
    k. Protection of Wetlands (EO 11990 (1977), as amended by EO 12608 (1997))
    l. Safe Drinking Water Act (42 USC 300f)
    m. Wild and Scenic Rivers Act (16 USC 1271)
    n. Essential Fish Habitat Consultation Process under the Magnuson-Stevens Fishery Conservation and Management Act (16 USC 1801)
2. Economic Policy Authorities
    a. Administration of the Clean Air Act and the Water Pollution Control Act with Respect to Federal Contracts or Loans (EO 11738)
    b. Demonstration Cities and Metropolitan Development Act of 1966 (PL 89-754, as amended 42 USC 3331)
    c. Procurement Prohibitions (EO 11738, Section 306 of the Clean Air Act)
    d. Procurement Prohibitions (Section 508 of the Clean Water Act)
3. Social Policy Authorities
    a. Minority Business Enterprise Development (EO 12432)
    b. National Program for Minority Business Enterprise (EO 11625)
    c. National Women's Business Enterprise Policy and National Program for Women's Business Enterprise (EO 12138)
    d. Rehabilitation Act of 1973 (29 USC 794)
    e. Small Business Administration Reauthorization and Amendment Act of 1998 (PL 100-590, Section 129)
    f. Department of Veterans Affairs and Housing and Urban Development, and Agencies Appropriations Act, 1993 (PL 102-389)
    g. Disadvantaged Business Enterprise Rule, 2008 (40 CFR Part 33)
4. Miscellaneous Authorities
    a. Debarment and Suspension (EO 12549)
    b. Uniform Relocation and Real Property Acquisition Policies Act (PL 91-646 (1971), as amended 42 USC 4601-4655)
    c. Preservation of Open Competition and Government Neutrality Towards Contractor's Labor Relations on Federal and Federally Funded Construction Projects (EO 13202 (2001), as amended by EO 13208 (2001))