

GAP Checklist

LA	Local Agency Program Certification Tool
LA	Sub Recipient Compliance Assessment Tool(SCAT)
LA	Title VI /Nondiscrimination Assurance
LA	Title VI Policy and Plan
LA	ADA Policy Statement
LA	ADA Transition Plan, if available.
FDOT	Financial Risk Assessment Matrix
FDOT	Financial Risk Assessment
LA	Organization Chart with Names
LA	Resumes (Agency LAP Team including Consultant support)
LA	Computer Base Training (CBT's)
FDOT	Approved LAP Certification Package & Letter
FDOT	58-Federal Requirements
FDOT	Environmental Certification
FDOT	Right of Way Certification
FDOT	Executed Local Agency Program (LAP) Agreement
FDOT	FDOT Notice to Proceed
FDOT	Encumbrance
FDOT	FDOT Bid Concurrence to Local Agency
LA	Executed Local Agency Construction Contract
LA	Preconstruction Meeting minutes
LA	NTP from LA to Contractor
LA	Contractor Construction Schedule
LA	QC Plan
LA	Permits
LA	Drill Shaft Installation Plan, Pile Driving Plan, Mix Design
LA	Approved Shop Drawings
LA	Each Change Order with FDOT concurrence
LA	Progress Meetings Minutes
LA	Record of Final Plans and Documents (525-010-47)
LA	Over-run Underrun calculations (if not shown on record of Final Plans)
LA	Time/Day Counts (spreadsheet/form)
LA	Draft Copy of Final Reimbursement*
LA	Final Inspection and Acceptance (525-010-42)
LA	Materials Certification Statement
LA	As Built Plans
LA	Material Tests (Not in LIMS) (as a single file)