



STATE HISTORICAL FUND

Contractor/Consultant Contract Certification Form

Grant Recipient: _____ SHF Project # _____ Deliverable # _____

Instructions: The Grant Recipient initials each item below to certify that it is in the contract and submits this form, not the contract, as the deliverable. This document ensures the contract does not violate any of the State Historical Fund (SHF) agreement or award terms.

- _____ 1) The start and end dates of this contract are within the SHF project start and end dates, and work has not been, and will not be, done outside of the SHF start and end dates.
- _____ 2) The Grant Recipient and the contractor or consultant are parties named to the contract. (If Grant Recipient is not a party to the contract, an LOA/MOU between the Grant Recipient and the contracting party must be submitted to your preservation specialist.)
- _____ 3) The contract is signed by both parties.
- _____ 4) The contract is for work included in the SHF Scope of Work (Exhibit A of the SHF agreement or award).
- _____ 5) The amount of the contract is not more than the amount shown for this contractor's work in the SHF Project Budget (Exhibit B of the SHF agreement or award). (Note: if it is more, contact your preservation specialist.)
 Enter the amount of your contractor/consultant's contract: \$ _____
 Enter the total amount (include cash match and SHF funds) from the SHF Project Budget that is budgeted for this specific contract's work: \$ _____
- _____ 6) The contract includes a statement that the work will meet the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation.
- _____ 7) The contract includes a calculation that determines the cost of the work. If it does not include a calculation, either 1) the contract references a bid that shows this calculation; or 2) future invoices will contain a calculation that can be provided during the completion of SHF financial reports.
- _____ 8) If the contract includes a copyright clause, it also includes a statement that the Grant Recipient and History Colorado retain all rights to use the materials that are produced with this project. (Ask your preservation specialist for this language, if needed.)
- _____ 9) The contract includes language regarding HB 06-1343 and/or HB 06S-1023, also known as the Illegal Aliens Language. (If it does not, ask your preservation specialist for this language.)
- _____ 10) The contract includes General Liability, Workers' Compensation and Automobile Liability (if applicable) insurance coverage held by the contractor for damages and/or loss.

I certify that the contract between the Grant Recipient and _____
includes the above items. (insert name of contractor/consultant)

I have initialed each item above to indicate compliance and to state that the facts and information submitted in this form are true and correct.

Signature of Grant Recipient/Program Director

Date