

Scope of Work – Standard Comments
(Check all that apply)

- _____ **Codes and Standards:** "The scope of work for this project includes the upgrades that are necessary to meet specific requirements of the current codes and standards adopted by the applicant prior to the disaster. The AZ PAC has verified that the cost for the upgrade to meet code or standard meets the criteria outlined in the FEMA Public Assistance Program."
- _____ **Contract:** "The AZ PAC has reviewed the applicant's contract records and verified that they are of reasonable cost, were competitively bid and comply with Federal, State and local procurement standards. Contract records are on file and available at the applicant's office."
- _____ **Equipment Costs (Force Account):** "The AZ PAC has reviewed the applicant's equipment cost records and has verified that the rates for individual pieces of equipment are reasonable and eligible under the FEMA Public Assistance Program. This applicant used equipment rates that are equal to or less than the FEMA equipment rate. Equipment-cost records are on file at the applicant's office."
- _____ **Equipment Costs (Rental):** "The AZ PAC has reviewed the applicant's equipment cost records and has verified that the rates for individual pieces of equipment are reasonable and eligible under the FEMA Public Assistance Program. Equipment-cost records are on file at the applicant's office."
- _____ **Federal Highways:** "The AZ PAC has verified with _____ (ADOT, FHWA or classification maps) that this/these road(s) is/are not part of the Federal Aid Road System."
- _____ **Floodplain (Damage/Repair):** "The project is located in the floodplain or wetland. The Reconnaissance/Review Report for Floodplain Management is included as part of the PW."
- _____ **Floodplain (Debris):** "Debris was removed from the 100-year floodplain OR floodway and disposed in (note the specific location)."
- _____ **Insurance (1):** "The applicant stated that they do not maintain insurance to cover damages to this facility, structure or vehicle."
- _____ **Insurance (2):** "The applicant stated that damages to this facility, structure or vehicles are not covered under their insurance policy. A copy of the insurance policy is attached to this PW."
- _____ **Labor Costs: (Force Account):** "The AZ Pac has reviewed the applicant's labor records and verified that labor rates for this type of work are eligible under the FEMA Public Assistance Program. Labor records are on file and available at the applicant's office."
- _____ **Lease Agreement:** "According to the applicant, the repair of damages to this facility/structure is the responsibility of the applicant as stated in the lease agreement with the property owner. (Identify if the property owner is a state, federal, local agency or private property owner.) The AZ PAC has reviewed the terms of the agreement and has verified the costs. The agreement is on file at the applicant's office."
- _____ **Material Costs:** "The AZ PAC has reviewed the applicant's material cost records and has verified that the unit costs for each material type is reasonable and eligible under the FEMA Public Assistance Program. Material-cost records are on file at the applicant's office."
- _____ **Mutual Aid Agreement:** "Work conducted to accomplish tasks for this project scope was executed through a Mutual Aid Agreement. Costs associated with the work performed are consistent with the agreement. The AZ PAC has reviewed the terms of the agreement and has verified the costs. The Agreement is on file at the applicant's office."