

**MEMORANDUM**

TO: Campbell County Districts utilizing the District Support Grant Program

FROM: Kevin C. King, P.E., Public Works Director/County Engineer *KCK*

DATE: February 21, 2017

SUBJECT: Affidavit Concerning Verification and Acceptance of Project

On February 21, 2017, the Board of Commissioners approved the above-referenced affidavit and made the effective date February 21, 2017. The affidavit, titled *Affidavit Concerning Verification and Acceptance of Project*, will be required to be submitted with the Completion Report documents. Final payment of the grant reimbursement will not be made until the affidavit is submitted.

This affidavit attests the District has verified, via independent third party observation/inspection, that the products/equipment installed match the products/equipment specified in the District Support Grant Application, and that the construction/installation of the infrastructure was accomplished and completed, and match what the District Support Grant Application proposed.

The affidavit also ensures that the District has accepted the project, and has made final payment to the contractor for work performed.

Thank you for your continued understanding and appreciation of the unyielding requirement for complete transparency and accountability in the expenditure of Optional 1% Sales Tax dollars on your grant projects.

**AFFIDAVIT CONCERNING VERIFICATION AND ACCEPTANCE OF PROJECT**

The undersigned hereby swears upon oath that the following facts are true and correct:

1. The District in which I am President received a District Support Grant (grant) from the Board of Campbell County Commissioners on \_\_\_\_\_, 20\_\_\_\_ for  
  
\_\_\_\_\_  
\_\_\_\_\_. The total amount of the grant award was \$\_\_\_\_\_.
2. I have personal knowledge of, and have approved the products, equipment and/or construction details specified in the grant application.
3. I personally attest that the District has verified, via independent third party observation/inspection, that the actual products/equipment installed match the products/equipment specified in the grant application and that the construction/installation of this infrastructure was accomplished according to any and all applicable standards, rules, regulations, codes and laws.
4. I personally attest that the District has accepted the construction/installation of the infrastructure and has made full and final payment to the contractor for products/equipment supplied as well as installation/construction services rendered.
5. I understand and agree that the District shall reimburse the County if any of the representations contained in this Affidavit are not true as determined in the sole discretion of the county.

Dated this \_\_\_\_\_th day of \_\_\_\_\_, 20\_\_\_\_ .

**UNDER PENALTY OF PERJURY, THE UNDERSIGNED EXECUTES THIS AFFIDAVIT.**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**ACKNOWLEDGMENT**

Subscribed and sworn to before me on this \_\_\_\_\_day of \_\_\_\_\_, 20\_\_\_\_ ,

by \_\_\_\_\_as President of the  
\_\_\_\_\_ District.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public

My commission expires: