

1. GENERAL

- .1 The Public Works Act (Alberta) applies to this Project. The Builders' Lien Act (Alberta) does not apply.
- .2 The Public Works Act allows any person who has not received proper payment, regardless of their level in the contracting chain, to make a claim directly to the Minister.
- .3 This Section specifies procedures for making a claim under the Public Works Act.

2. POSTING OF CLAIMS INFORMATION

- .1 Contractor shall display, at the Place of the Work, on a bulletin board of adequate size, a copy of each of the following:
 - .1 This Specification Section.
 - .2 AI/MS Form 00 73 90A - Statement of Public Works Act Claim (copy appended to this Section).
 - .3 Labour and Material Payment Bond, if provided under the Contract.
- .2 Protect display in plastic sleeves and maintain in legible condition for duration of Contract.
- .3 The Minister may, upon request, waive the requirement to post claims information where it is not practicable to display this information at the Place of the Work.

3. CLAIMS PROCEDURE

- .1 Complete Statement of Public Works Act Claim form (copy appended to this Section) and submit form to address indicated on form within 45 Days after the last day on which labour, equipment, material or services giving rise to claim were provided.
- .2 Minister will acknowledge receipt of claim in writing.
- .3 The claimant shall, if requested by Minister, submit additional evidence in support of claim.

4. EXTRACT FROM PUBLIC WORKS ACT

Notice
of claim

14(1) When

(a) a person provides labour, equipment, material or services used or reasonably required for use in the performance of a contract with the Crown for the construction, alteration, demolition, repair or maintenance of a public work, and

(b) that person is not paid by the party who is legally obliged to pay that person,

that person may send a notice of that person's claim to the Minister, or agent of the Crown that is responsible for the public work.

(2) Omitted from this extract. Not applicable to this Contract.

(3) The notice of claim, other than for a claim referred to in subsection (2), must

(a) be sent by registered mail not later than 45 days after the last day on which the labour, equipment, material or services were provided, and

(b) set out the nature and amount of the claim in a form satisfactory to the Crown.

END OF SECTION

Submit completed claim form to:

Tender Administration, Procurement Branch,
Alberta Infrastructure,
Main Floor, 6950-113 Street, Edmonton, Alberta T6H 5V7
Telephone: (780) 427-3962 Fax: (780) 422-9686

Claimant

Name				
Address				
City or Town	Province	Postal Code	Telephone	Fax

Project

This claim is made in respect of the following project (location and description):

Details of Claim

1	Our contract is with (name of contractor):
2	This claim is made in respect of the following work (provide short description of work performed):
3	Time: <input type="checkbox"/> The work related to this claim was fully performed on _____ OR Month (name of) Day Year <input type="checkbox"/> The work related to this claim is not yet fully performed but payment for work performed to _____ Month (name of) Day Year has not been received as of _____ Month (name of) Day Year
4	Amount The amount of this claim is \$ _____, which includes \$ _____ in holdback monies.
5	Declaration: I, the undersigned, am or represent the claimant named above and declare that the information provided is true and correct; _____ Name of declarant (please print) Signature of declarant

For Alberta Infrastructure Use Only

Contract ID.:	Plan No. or Building No.:	Project ID:	Date Received:	Date Acknowledged:
Comments:				