

**SECTION I**

**FORMS**

# SECTION I

## FORMS

### Contents

This section will be divided into four parts. Each part will show a list, description and sample of each form.

#### **PART 1**

##### **Plan Forms**

List of forms - Description and sample of each form

#### **PART 2**

##### **Miscellaneous Forms**

List of forms - Description and sample of each form

#### **PART 3**

##### **Computation Book Forms**

List of forms - Description and sample of each form

#### **PART 4**

##### **Site Source Records Forms**

List of forms - Description and sample of each form

## FORMS AND LOCATIONS

The Standard Computation Book Forms, the Miscellaneous Forms, and the Plan Forms, have been developed by the Florida Department of Transportation (FDOT) and are intended to serve the needs of Design, and Construction Personnel. The Site Source records are for Construction personnel use only.

In Design, Plan forms and the Computation Book Forms are used to record calculations and tabulations for pay item quantities. Construction personnel may need to modify pay item quantities to reflect what was constructed and enter a tentative final pay quantity.

The Construction Final Estimates personnel may verify both the original pay item quantities, versus the final quantities, and substantiate what quantities are to be paid to the Contractor in agreement with all specifications and FDOT policies.

The forms assembled in the Computation Book provide a simple and logical basis for the Summary of Pay Item Sheet in the contract Plans. The calculations required for the different forms range from the tabulations of "each item" or "lump sum items" to complex area or volume calculations.

The designer will use the Computation Book Form recommended in the ***Basis of Estimates Handbook*** for each item calculated or tabulated if practical. The standard form size is legal, 8 ½ "by 14". Any suggestions for the forms should be directed to the Construction office - State Final Estimates Manager in Tallahassee.

- (A) Do not show the quantities for more than one item on the same form unless they are directly related, such as base and surface or fencing and pull post assemblies.
- (B) Other types of forms may be made up to tabulate quantities or show sketches and calculations, if the preprinted forms are not adequate.
- (C) When the calculations are in the form of computer output, summarize the answers on the form and cross reference to the computer computations.

- (D) Computer output for earthwork or other bulky calculations will be placed in the Secondary Computation Book. The quantities shall be labeled, the calculations verified and the final pay quantity transferred to the Primary Computation Book and/or plan sheet.

Where to locate the forms:

All **Construction Forms (Comp Book Forms, Site Source records)** are available on the Construction Website at the following link:  
[http://www.dot.state.fl.us/construction/formsonl/Forms\\_on.htm](http://www.dot.state.fl.us/construction/formsonl/Forms_on.htm)

These forms could also be accessed from the Office of Forms and procedures at the following link:  
<http://www2.dot.state.fl.us/proceduraldocuments/forms/forms.asp>

**Note:** The Computation Book Forms are in Excel Format, and instructions on how to open, save and work with these forms are also available at the same sites.

The Computation Forms could also be accessed through the office of Engineering/CADD. **You may wish to visit this office to get the latest CADD software that will include the Computation Book forms. To contact the Engineering/CADD Office, visit the following location:**  
<http://www.dot.state.fl.us/ecso/downloads/>

**The Plan Forms** are available through the Roadway Design Office and through the Engineering/CADD office.

**The Miscellaneous Form** is available through the Estimates Office and through the Office of Forms and Procedures.

**Note:** The forms shown in this handbook have been reduced in size and some lines have been removed so that space was made for explanation of the forms.

# **SECTION I PART I PLAN FORMS**

# PLAN FORMS INDEX

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SHOptMatSys1	21	1-5	OPTIONAL MATERIALS SYS1
SHOptMatTab1	22	1-6	OPTIONAL MATERIALS TAB1
SBTurnouts	27	1-7	SUMMARY OF TURNOUTS
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SBSheeting	24	1-9	SUMMARY OF SHEETING
SBMailBox	20	1-10	SUMMARY OF MAILBOXES
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SBGravityWall	20	1-13	SUMMARY OF GRAVITY WALL & ALUMINUM HANDRAIL
SBGuardrail	19	1-14	SUMMARY OF GUARDRAIL
SBSodding	25	1-15	SUMMARY OF PERFORMANCE TURF, SOD
SBDitchPvmt	17	1-16	SUMMARY OF DITCH PAVEMENT & PERFORMANCE TURF, SOD
SBSDMESFL	24	1-17	SUMMARY OF SIDEDRAIN AND MITERED END SECTIONS (OFFSET & FLOW LINE)
SBSDMES	25	1-18	SUMMARY OF SIDEDRAINS AND MITERED END SECTIONS (NO FLOW LINE)
SBEdgeDrain	17	1-19	SUMMARY OF EDGEDRAIN
SBUnderdrain	27	1-20	SUMMARY OF UNDERDRAIN
SHTabQuantLD	58	1-21	TABULATION OF QUANTITIES
SHTabQuantLDI	26	1-22	TABULATION OF QUANTITIES / PLANT SCHEDULE (LANDSCAPE)
SHStrainPole	59	1-23	STRAIN POLE SCHEDULE
<b>SOME OF THE OTHER FORMS NOT SHOWN AND THAT ARE AVAILABLE WITHIN THE CELL</b>			
SBCushion	59		SUMMARY OF PERMANENT CRASH CUSHIONS
SHSoilSurvey	37		SOIL SURVEY SHEETS
SHMastArmTab1	32		MAST ARM TABULATION (SHEET 1)
SHMastArmDsgn	33		MAST ARM DESIGN TABLE
SHMonoTube	33		MONOTUBE TABULATION SHEET
SBAshphaltMisc	46		SUMMARY OF MISCELLANEOUS ASPHALT





















**SUMMARY OF GUARDRAIL**

LOCATION		GUARDRAIL (LF)										END ANCHORAGE ASSEMBLIES (EA)								REMARKS	FIELD BOOK REFERENCE
STATION	SIDE	ROADWAY						PEDESTRIAN SAFETY TREATMENT		RUB RAIL		FLARED		PARALLEL		TYPE II		TYPE CRT			
		ROADWAY		DOUBLE FACE		MOD. THRIE BEAM DOUBLE FACE															
		P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F		
FROM								FROM		FROM											
TO								TO		TO											
FROM								FROM		FROM											
TO								TO		TO											
FROM								FROM		FROM											
TO								TO		TO											
FROM								FROM		FROM											
TO								TO		TO											
FROM								FROM		FROM											
TO								TO		TO											
FROM								FROM		FROM											
TO								TO		TO											
FROM								FROM		FROM											
TO								TO		TO											

*Example*

**SUMMARY BOX, GUARDRAIL  
CADD Cell File "SBGuardrail"**

This form is used to summarize quantities of Guardrail and related items used on a project. All entries should be clearly located by station. Both original and final quantities are recorded on this form. This form must be included in the plans for any project in which guardrail is to be constructed, removed, or relocated or guardrail and related components must be recorded on form 700-050-09 (linear Measurement Computations with Components – this is a Computation Book Form for inclusion in the Computation Book.)





SUMMARY OF SIDEDRAIN & MITERED END SECTIONS																
LOCATION						PIPE LENGTH										REMARKS
STA. TO STA.	SIDE	BACK		AHEAD		15"	MES (EA)	18"	MES (EA)	24"	MES (EA)	30"	MES (EA)	36"	MES (EA)	
		OFFSET	F.L.	OFFSET	F.L.											
P																
F																
P																
F																
P																
F																
P																
F																
P																
F																
P																
F																
P																
G																
P																
F																
P	TOTAL:															
F																

*Example*

**SUMMARY OF SIDEDRAIN & MITERED END SECTIONS  
(WITH OFFSET AND FLOW LINE)  
CADD Cell File "SBSDMESFL"**

This form is used to summarize both plan quantities of side drains and mitered end sections on a project. Use this form when it is necessary to specify offset and flow line, otherwise use CADD Cell File SBSDMES (Summary of Sidedrains & Mitered End Sections –No Flow Line). All entries must be clearly located by stations. One of the Cell forms must be included in the plans for any project where side drains or mitered end sections are to be constructed **or** these items must be recorded on form 700-050-03 (Linear Measure, Component Weight, Per Hour, Per Day and Per Each Computations – Computation Book Form) for inclusion in the Computation Book.

SUMMARY OF SIDEDRAIN & MITERED END SECTIONS												
LOCATION		PIPE LENGTH (LF)					MES (EA)					
STA. TO STA.		SIDE	UP TO 24"			25" TO 36"		15"	18"	24"	30"	36"
			15"	18"	24"	30"	36"					
P												
F												
P												
F												
P												
F												
P												
F												
P												
F												
P												
F												
P	TOTAL:											
F												

*Example*

**SUMMARY OF SIDEDRAIN & MITERED END SECTIONS  
CADD Cell File "SBSDMES"**

This form is used to summarize both plan quantities of sidedrains and mitered end sections on a project. Use CADD Cell File ABSDMESFL (Summary of Sidedrain and MES) when it is necessary to specify offset and flow lines. All entries must be located clearly by stations. This form must be included in the plans for any project where sidedrain or mitered end sections are to be considered or these items must be recorded on form 700-050-03 (Linear Measure, Component Weight, Per Hour, Per Day and Per Each Computations – Computation Book Form) for inclusion in the Computation Book.

SUMMARY OF EDGEDRAIN									
LOCATION STA. TO STA.		SIDE	PIPE (LF)	OUTLET PIPE LENGTH (LF)			CONCRETE (CY)	SODDING PERF. TURF (SY)	FIELD BOOK REFERENCE
				4"	5"	8"			
P			4"	4"	5"	8"			
F									
P									
F									
P									
F									
P									
F									
P									
F									
P									
F									
P									
F									
P									
F									

*Example*

**SUMMARY OF EDGEDRAIN  
CADD CELL FILE "SBEdgeDrain"**

This form is used to summarize both plan and final quantities of underdrain related items used on a project. All entries should be clearly located by stations. This form must be included in the plans for any project where underdrains are to be constructed or these items must be recorded on form 700-050-03 (Linear Measurement, Component Weight, Per Hour, Per Day and Per Each Computations – Computation Book Forms) for inclusion in the Computation Book.



**TABULATION OF QUANTITIES**

PAY ITEM NO.	DESCRIPTION	UNIT	SHEET NUMBERS						TOTAL THIS SHEET		GRAND TOTAL		REF. SHEET		
			PLAN		FINAL		PLAN		FINAL		PLAN	FINAL		PLAN	FINAL
			Sheet No.	Sheet No.	Sheet No.	Sheet No.	Sheet No.	Sheet No.	Sheet No.	Sheet No.	Sheet No.	Sheet No.			
			PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL			

*Example*

**TABULATION OF QUANTITIES**  
CADD Cell File "SHTabQuant"

This form provides designers, consultants, and construction personnel a means to tabulate both original and final quantities used on a project. Items and quantities are listed per plan sheet then totaled. This form is primarily used for tabulation of quantities for Landscaping, signing & pavement marking, signalization, and lighting plans.





# **SECTION I PART II**

## **MISCELLANEOUS FORMS**

## MISCELLANEOUS FORMS INDEX

FORM NUMBER	PAGE NUMBER	FORM NAME
600-000-02	1-26	PAY ITEM REQUEST: NEW/EXPANDED STRUCTURE

FLORIDA DEPARTMENT OF TRANSPORTATION  
**PAY ITEM REQUEST: NEW/EXPANDED STRUCTURE**

Form 600-000-02  
 ESTIMATES 12-04  
 Page 1 of 1

**Refer to the Basis of Estimates for instructions. Originator completes items.**

Item Structure	Description*	Unit of Measure*
( ) _ _ _ - _ _ _ - _ _ _		,

**Requested Action\*:**    \_\_\_ New Item                      \_\_\_ Permanent Block                      \_\_\_ Process with Item(s):

**Structure\*:** (ATTACH ADDITIONAL SHEET IF NECESSARY)

**Detail Information:**

BOE Detail\*:-.....

.....

.....

Unit Of Measure- Accuracy\*:-..... Plan Quantity?\*: YES NO (circle one) -----

**Documentation:**

Specification- Section/Article Number(s)\*:-..... Tech Spec?\*: YES NO (circle one) -----

**Specifications Submitted:** ----- Date: -----

Plans Prep Manual (Vol, Chapter)\*: -----

Standards- Index No(s)\*: ----- Shop Drawings?\*: YES NO (circle one)-----

CADD Form(s)\* -----:COMP Form Number(s)\*: -----

Plan Notes?\*: YES NO (circle one) -----

Other:-----

**Responsible Office Approval** ----- **Date:**-----

**Cost Data:**

Related Pay Item(s)\*: -----

Unit Price\*: ----- Additional Cost(s):-----

Manufacturer/Supplier(s)\*: -----

**Estimator's Approval** ----- **Date:** -----

**\*Originator**

Name (PRINT)\*: ----- Date: -----

Office:-----Phone: (    )----- Suncom----- District: -----

**District Estimates Office Approval:** ----- **Date:**-----

**Central Office Approvals:**

Design Coordinator Approval: ----- **Date:** -----

Specifications Coordinator Approval: ----- **Date:** -----

BOE Coordinator Approval: ----- **Date:** -----

**MISCELLANEOUS FORMS**

Form No.	Form Title
600-000-02	Pay Item Request: New/Expanded Structure

**PAY ITEM REQUEST: NEW/EXPANDED STRUCTURE**

600-000-02

Revised 12-2004

This form is to be used by designers and consultants when a project requires the use of a pay item that is not defined in the pay item structure.

This form is located within the Office of Forms and Procedures website. It can also be accessed through the Estimates Office Website-Basis of Estimates.

**Note:** This form is in PDF Format.

# **SECTION I PART III**

# **COMPUTATION BOOK FORMS**

## COMPUTATION BOOK INDEX

<b>COMP BOOK FORM NO.</b>	<b>PAGE NUMBER</b>	<b>COMP BOOK FORM TITLE</b>
700-050-01	1-30	Area Computations
700-050-02	1-31	Curb/Gutter Calculations
700-050-03	1-32	Linear Measurements, Component Weight, Per Hour, Per Day or Per Each Component
700-050-04	1-33	Volume Measure Items
700-050-05	1-34	Lump Sum Quantities
700-050-06	1-35	Weight Measure or Liquid Volume Computations
700-050-07	1-36	Concrete & Reinforcing Steel Computations
700-050-08	1-37	Piling Tabulation
700-050-09	1-38	Linear Measurement Computation with Components
700-050-10	1-39 & 40	Computation Book Pay Item Summary Sheet and Certification Sheet





**LINEAR MEASUREMENT, COMPONENT WEIGHT, PER HOUR, PER DAY OR PER EACH COMPUTATIONS**

PAY ITEM NO.

PAY ITEM DESCRIPTION		DESIGN ORIGINAL		CONSTRUCTION FINAL			
LOCATION	SIDE	LENGTH*, COMPONENT WEIGHT* OR NUMBER PER HOUR, DAY, EACH	REFERENCES/REMARKS	LENGTH*, COMPONENT WEIGHT* OR NUMBER PER HOUR, DAY, EACH	REFERENCE	OVER/UNDERRUN	REMARKS
<i>EXAMPLE ONLY</i>							
* PROVIDE APPROPRIATE UNITS FOR THIS ITEM AS SHOWN IN CONTRACT ( i.e. LF., M1, LB., KG.).			< PAGE TOTAL >				
			< PROJECT GRAND TOTAL >				

If the above item is under the **Plan Quantity Concept**, then the block below **must** be appropriately filled out.

<p><b>Plan Quantity Concept Signature Block</b>  <b>Design Engineers Responsible for Calculations:</b> All support measurements and computations have been included for this <u>Plan Quantity</u> item.</p>	<p>Signature: _____ Print Name: _____</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------

NOTES FOR EXPLANATION OF OVER/UNDER RUN : \_\_\_\_\_  
 EXTRA NOTES AND REMARKS: \_\_\_\_\_

**LINEAR MEASUREMENT, COMPONENT WEIGHT, PER HOUR, PER DAY, OR PER EACH COMPUTATIONS FORM # 700-050-03**  
 Available as a Zip file in Excel and in PDF format

This form is designed to be used for multiple pay items. It can be used for itemized calculations or as a summary sheet for computerized calculations or a combination of both. Only one pay item shall be used on a form with the pay item number and description shown. The designer columns are clearly separated from the construction columns. **Designers** will use their columns to identify area limits along with their calculations and make notes and references to those areas. These notes and remarks are to be complete and show the plans intent. The signature block indicates Design has furnished all supporting measurements, calculations and documentation has been verified each for the plan quantity concept items only. **Construction** personnel will enter changes to original quantities, as required, or make additional calculations to reflect the actual constructed area with their notes and comments in their remark column. Construction will also refer to the CMDCFE booklet for instructions on placing backup documentation for any changes. The continuation sheet is automatically attached to the PDF file if needed and also available with the Zip excel file. The form number will be the same as form 700-050-03.



**LUMP SUM QUANTITIES**

PAY ITEM NO. \_\_\_\_\_

PAY ITEM DESCRIPTION \_\_\_\_\_

DESIGNER QUANTITY (NO SECONDARY UNITS) \_\_\_\_\_

CONSTRUCTION FINAL QUANTITY \_\_\_\_\_

PAY ITEM DESCRIPTION \_\_\_\_\_

DESIGNER QUANTITY (WITH SECONDARY UNITS) \_\_\_\_\_

CONSTRUCTION FINAL QUANTITY \_\_\_\_\_

SECONDARY UNIT COMPUTATIONS

STATION LOCATION	DESIGN ORIGINAL									CONSTRUCTION FINAL		
	AREA ITEMS			VOLUME	WEIGHT ITEMS		LINEAR ITEMS	EA. ITEMS	MISCELLANEOUS ITEMS*	REFERENCES	INCREASES OR DECREASES	REFERENCES
	LENGTH	WIDTH	AREA	VOLUME MEASURE	WEIGHT MEASURE	LINEAR MEASURE	EACH					

**EXAMPLE ONLY**

\* i.e. ITEM NOS. 2735- 73 & 2750- 71 ARE EXAMPLES OF MISCELLANEOUS ITEMS USED.

NOTES FOR EXPLANATION OF OVER/UNDER RUNS : \_\_\_\_\_

EXTRA NOTES AND REMARKS: \_\_\_\_\_

**LUMP SUM QUANTITIES FORM # 700-050-05**

Available as a Zip file in Excel and in PDF format

The Lump Sum form is used for estimating or calculating quantities paid on a lump sum basis. For cost estimating purposes it is necessary to calculate certain quantities in usable units. Therefore, when secondary units are shown in the plans, a space is provided to show this quantity along with the supporting dimensions and calculations (refer to Subarticle 9-3.3 in the Standard Specifications). The designers are also provided with a remark column for their comments and notes pertaining to the item calculations. Construction personnel will record the final quantity in their column and provide comments and notes for any adjustments made.





STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PILING TABULATION**

STRUCTURE IDENTIFICATION: \_\_\_\_\_

PAY ITEM NO. \_\_\_\_\_

PAY ITEM DESCRIPTION				PAY ITEM DESCRIPTION				
DESIGN ORIGINAL QUANTITY				CONSTRUCTION FINAL QUANTITY				
STRUCTURE COMPONENT IDENTIFICATION	NO. REQ'D	LENGTH EACH	TOTAL LENGTH	REFERENCE/REMARKS	AUTHORIZED FURNISHED	FURNISHED INSTALLED LENGTH	OVER/UNDER RUN FROM DESIGN ORIGINAL	REFERENCE/REMARKS
	EA	LINEAR*	LINEAR*					
<i>EXAMPLE ONLY</i>								
				PAGE TOTALS				
*PROVIDE APPROPRIATE UNITS FOR THIS ITEM AS SHOWN IN CONTRACT(i.e. LF, M1)				PROJECT GRAND TOTAL				

EXPLANATIONS OF OVER/UNDER RUN (DESIGN ORIGINAL/FINAL PAY LENGTH)

PILING FURNISHED	PILING FURNISHED AND INSTALLED

EXTRA NOTES AND REMARKS: \_\_\_\_\_

**PILING TABULATION FORM # 700-050-08**  
Available as a Zip file in Excel, in Word, and in PDF format

This form is designed to be used for pay items with linear measurements. It can be used for itemized calculations or as a summary sheet for computerized calculations or a combination of both. The designer columns are clearly separated from the construction columns. **Designers** will use their columns to identify area limits along with their calculations and make notes and references to those areas. These notes and remarks are to be complete and show the plans intent. **Construction** personnel will enter changes to original quantities, as required, or make additional calculations to reflect the actual constructed area with their notes and comments in their remark column. Construction will also refer to the CMDCFE booklet for instructions on placing backup documentation for any changes. The continuation sheet is automatically attached to the PDF file if needed and also available with the Zip excel file. The form number will be the same as form 700-050-08.







**SECTION I PART IV**

**SITE SOURCE RECORDS**

## SITE SOURCE RECORDS INDEX

### SITE SOURCE RECORD FORMS

**NOTE:** These forms are available on the Construction Website, under Forms & Manuals. These forms can also be located on the Forms and Procedures website.

### LIST OF SITE SOURCE RECORD FORMS

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700-050-52	Daily Log Sheet (Striping)	1-45
700-050-53	Final Measurements	1-46
700-050-54	Daily Report of Truck-Measured Material	1-47
700-050-55	Daily Log Sheet for Tracking Grassing Items	1-48
700-050-56	Daily Log Sheet for Miscellaneous Items	1-49
700-050-57	Lane Rental	1-50
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**DAILY LOG SHEET MAINTENANCE OF TRAFFIC**

FINANCIAL PROJECT ID: \_\_\_\_\_  
MONTH \_\_\_\_\_ YEAR \_\_\_\_\_

STATE ROAD NO. \_\_\_\_\_

CONTRACT NO. \_\_\_\_\_

CONTRACT DAY NUMBER	DATE (DD)	ITEM NO.		DOT Inspector's Signature (not initials)	REMARKS								
		DES.:		DES.:		DES.:		DES.:		DES.:			
		TOTAL TODAY	ACC. TOTAL										
	01												
	02												
	03												
	04												
	05												
	12												
	13												
	14												
	15												
	16												
	17												
	18												
	19												
	20												
	21												
	22												
	23												
	24												

*For Example Only*

**SITE SOURCE RECORD**

Sheet \_\_\_\_\_ Of \_\_\_\_\_

**Daily Log Sheet, Maintenance of Traffic, Form No. 700-050-51**

**PDF Format only**

**Note:** This form is to be used for projects let prior to January 2003 only.

This form was designed for summarizing the per day safety devices for Maintenance of Traffic (MOT). This form is used by FDOT Construction personnel and CEI staff. The date, number and accumulative totals are to be completed for each item with inspector signature.







**DAILY LOG SHEET  
GRASSING ITEMS  
SITE SOURCE RECORD**

FINANCIAL PROJECT ID: \_\_\_\_\_

DATE	ITEM: QUICK GROW	ITEM: PERMANENT	ITEM :FERTILIZER	ITEM: MULCH	ITEM: WATER	DOT Inspector's Signature (not initials)	INSPECTORS REMARKS AND/OR SHOW WEIGHT OF TEN HAY BALES AND CALCULATE AVERAGE FOR WEIGHT PER BALE
	Item No.	Item No.	Item No.	Item No.	Item No.		
	Quantity	Quantity	Quantity	Quantity	Quantity		
	No.BAGS	No.BAGS	No.BAGS	GROSS WT or No of BALES	END METER READING		
	Wt. PER BAG:	Wt. PER BAG:	Wt. PER BAG:	TARE WT or WT PER BALE	BEG METER READING		
	TOTAL	TOTAL	TOTAL	NET WT or TOTAL LBS./KGS (BALES)*	TOTAL GALS		
	No.BAGS	No.BAGS	No.BAGS	GROSS WT or No of BALES	END METER READING		
	Wt. PER BAG:	Wt. PER BAG:	Wt. PER BAG:	TARE WT or WT PER BALE	BEG METER READING		
	TOTAL	TOTAL	TOTAL	NET WT or TOTAL LBS./KGS (BALES)*	TOTAL GALS		
	No.BAGS	No.BAGS	No.BAGS	GROSS WT or No of BALES	END METER READING		
	Wt. PER BAG:	Wt. PER BAG:	Wt. PER BAG:	TARE WT or WT PER BALE	BEG METER READING		
	TOTAL	TOTAL	TOTAL	NET WT or TOTAL LBS./KGS (BALES)*	TOTAL GALS		
	No.BAGS	No.BAGS	No.BAGS	GROSS WT or No of BALES	END METER READING		
	Wt. PER BAG:	Wt. PER BAG:	Wt. PER BAG:	TARE WT or WT PER BALE	BEG METER READING		
	TOTAL	TOTAL	TOTAL	NET WT or TOTAL LBS./KGS (BALES)*	TOTAL GALS		
	No.BAGS	No.BAGS	No.BAGS	GROSS WT or No of BALES	END METER READING		
	Wt. PER BAG:	Wt. PER BAG:	Wt. PER BAG:	TARE WT or WT PER BALE	BEG METER READING		
	TOTAL	TOTAL	TOTAL	NET WT or TOTAL LBS./KGS (BALES)*	TOTAL GALS		
<b>PAGE TOTALS</b>							

**EXAMPLE ONLY**

\* CIRCLE PROPER UNIT OF MEASURE

**ATTENTION: ONLY ORIGINAL FORMS/DOCUMENTATION ACCEPTED**

Sheet \_\_\_\_ Of \_\_\_\_

**Daily Log Sheet-Grassing Items  
Form No. 700-050-55, PDF Format only**

This form was designed for recording grassing items. This form is used by FDOT personnel and CEI staff. The information as shown on the form for each pay item are to be completed with inspector signature.

FIN. PROJ. ID: _____	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION <b>DAILY LOG SHEET</b> <b>MISCELLANEOUS TABULATION FORM</b> <b>SITE SOURCE RECORD</b>						PAGE NO. _____ FORM 700-050-56 CONSTRUCTION 04/01	
ITEM							TOTAL	REMARKS
ITEM NO _____ Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	_____ TOTAL _____ ACCUM TOTAL		
ITEM NO _____ Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	Date _____ Gross _____ Tare _____ Net _____	_____ TOTAL _____ ACCUM TOTAL		
ITEM NO _____ Date _____ End _____ Begin _____ Net _____	Date _____ End _____ Begin _____ Net _____	Date _____ End _____ Begin _____ Net _____	Date _____ End _____ Begin _____ Net _____	Date _____ End _____ Begin _____ Net _____	Date _____ End _____ Begin _____ Net _____	_____ TOTAL _____ ACCUM TOTAL		
ITEM NO _____ Date _____ Bag Ct _____ Bag Wt _____ Net _____	Date _____ Bag Ct _____ Bag Wt _____ Net _____	Date _____ Bag Ct _____ Bag Wt _____ Net _____	Date _____ Bag Ct _____ Bag Wt _____ Net _____	Date _____ Bag Ct _____ Bag Wt _____ Net _____	Date _____ Bag Ct _____ Bag Wt _____ Net _____	_____ TOTAL _____ ACCUM TOTAL		
ITEM NO _____ Date _____ Capacity _____ Load Ct _____ Net _____	Date _____ Capacity _____ Load Ct _____ Net _____	Date _____ Capacity _____ Load Ct _____ Net _____	Date _____ Capacity _____ Load Ct _____ Net _____	Date _____ Capacity _____ Load Ct _____ Net _____	Date _____ Capacity _____ Load Ct _____ Net _____	_____ TOTAL _____ ACCUM TOTAL		
INSPECTOR'S SIGNATURE								

EXAMPLE ONLY

Sheet \_\_\_\_ Of \_\_\_\_

**Daily Log Sheet-Miscellaneous Tabulation Form**  
**Form No. 700-050-56**

This form was designed for recording Riprap, Hydrated Lime, Sand for Armor Coat, etc., pay items. This form is used by FDOT personnel and CEI staff. The information as shown on the form for each pay item is to be completed with inspector signature.



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**DAILY RECORD OF EXTRA WORK**  
**SITE SOURCE RECORD**

FORM 700-050-58  
 CONSTRUCTION  
 01/01/2000

Date \_\_\_\_\_, \_\_\_\_\_

Financial project ID No.: \_\_\_\_\_

Road No. \_\_\_\_\_ Work Order No. \_\_\_\_\_

**NOTE: Report Prime, Sub, and Subordinate Sub work effort on separate sheets.**  
 Prime       Subcontractor       Subordinate Subcontractor

Description of Work Done This Date:

\_\_\_\_\_  
 \_\_\_\_\_

LABOR			
NO.	POSITION	TOTAL HOURS	RATE
EQUIPMENT			
NO. UNITS	KIND	TOTAL HOURS	RATE
MATERIAL USED			UNIT RATE
QUANTITY	KIND		

Signature \_\_\_\_\_

Inspector

Signature \_\_\_\_\_

Inspector

**NOTE:** This record to be made in duplicate, one copy to be retained by the Contractor and one copy attached to the Extra Work Summary (form 700-050-59) for each Work Order.

**Daily Record of Extra Work**

Form 700-050-58 In PDF and HTML Format

This form was designed for recording of extra work to complete the project. This form is used by FDOT personnel and CEI staff. The date, labor cost, material & equipment cost and accumulative total is kept for each day's operations with inspector and contractor signature.

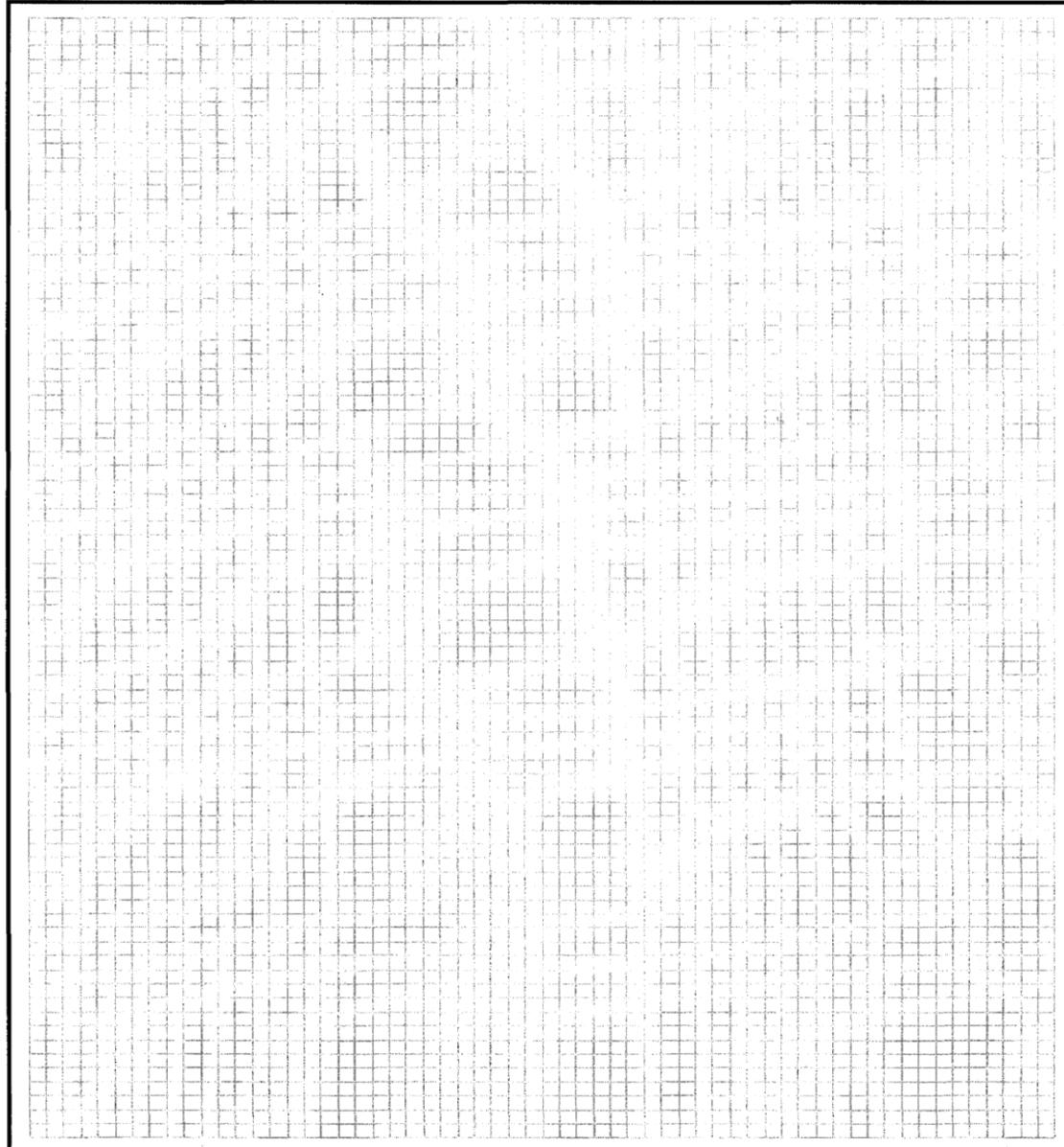
Note: The HTML Format is automated.





STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**FINAL MEASUREMENTS "MISCELLANEOUS"**

700-050-61  
CONSTRUCTION  
12/07  
Page No. \_\_\_ of \_\_\_



**FINAL MEASUREMENTS "MISCELLANEOUS"**

**Form 700-050-61, PDF and WORD Format**

This form is designed to record data and to simulate a field book page. Therefore, Area, Linear, Volumetric, Survey Notes, and Per Each measurements could be documented on this form. This form could also be used to document quantities using the Latitude and Departure method.

Field Books are costly. However, when a project necessitates a full survey, such as Bench levels, Original and/or Final Cross Sections, and Subsoil Cross Sections, it is recommended to use the Field Book.

By creating this form, A Technician could use one, two or as many pages as needed, with a potential savings to the Department.

**CONTRACTORS CERTIFICATION OF QUANTITIES**

Contractor:	_____		
Certification Number:	_____	State Road No:	_____
Financial Project ID:	_____	Contract No:	_____
		Contract Start Date:	_____

**Select Pay Item**

(First Column)

0102- 60-

(Second Column)

0102- 71- 11

(Third Column)

0102- 14-

(Fourth Column)

0102- 76-

(Fifth Column)

0102- 3-

**Selected Pay Item**

Pay Item Number:	0102- 60-	Unit:	ED	Accuracy:	1
Pay Item Description:	Signs, Work Zone				
Pay Item Number:	0102- 71- 11	Unit:	LF	Accuracy:	1
Pay Item Description:	Barrier Wall (Furnish & Install) (Concrete)				
Pay Item Number:	0102- 14-	Unit:	MH	Accuracy:	1
Pay Item Description:	Traffic Control Officers				
Pay Item Number:	0102- 76-	Unit:	ED	Accuracy:	1
Pay Item Description:	Panels, Advanced Warning Arrow				
Pay Item Number:	0102- 3-	Unit:	CY	Accuracy:	1
Pay Item Description:	Commercial Materials for Driveway Maintenance				

**Select Units**

English

<input type="button" value="Go To Main Sheet"/>	<input type="button" value="Add Next Sheet"/>	<input type="button" value="Print Forms"/>
<input type="button" value="Go To Next Sheet"/>	<input type="button" value="Remove Last Sheet"/>	

FORM: 700-050-62 (03/03)

**Form 700-050-62**

**Contractor's Certification of Quantities, Maintenance of Traffic (MOT) Signs, etc.**

**Excel and PDF Format**

This form is used by the Contractor to document all MOT 102 pay items. Instructions on retrieving the form is available on the Construction Website along where the form is located.

Upon opening the form, the setup sheet (seen opposite this page) opens up. This sheet allows the Contractor to chose the pay items that will be used on a project. When that's done, the Contractor will go to the main sheet (shown on the next page).





**DAILY WORKSHEET**

<b>Contractor:</b> _____	<b>State Road No:</b> _____
<b>Certification Number:</b> _____	<b>Contract No:</b> _____
<b>Financial Project ID:</b> _____	<b>Today's Date:</b> _____

Select Pay Item	Selected Pay Item
(First Line) 0710- 11-111	<b>Pay Item Number:</b> 0710- 11-111 <b>Unit:</b> NM <b>Accuracy:</b> 0.001 <b>Pay Item Description:</b> Solid Traffic Stripe (White/Black) (6")
(Second Line) 0710- 11-112	<b>Pay Item Number:</b> 0710- 11-112 <b>Unit:</b> NM <b>Accuracy:</b> 0.001 <b>Pay Item Description:</b> Solid Traffic Stripe (White/Black) (8")
(Third Line) 0710- 11-124	<b>Pay Item Number:</b> 0710- 11-124 <b>Unit:</b> LF <b>Accuracy:</b> 1 <b>Pay Item Description:</b> Solid Traffic Stripe (White/Black) (18")
(Fourth Line) 0710- 11-125	<b>Pay Item Number:</b> 0710- 11-125 <b>Unit:</b> LF <b>Accuracy:</b> 1 <b>Pay Item Description:</b> Solid Traffic Stripe (White/Black) (24")
(Fifth Line) 0710- 11-211	<b>Pay Item Number:</b> 0710- 11-211 <b>Unit:</b> NM <b>Accuracy:</b> 0.001 <b>Pay Item Description:</b> Solid Traffic Stripe (Yellow) (6")
(Sixth Line) 0710- 11-212	<b>Pay Item Number:</b> 0710- 11-212 <b>Unit:</b> NM <b>Accuracy:</b> 0.001 <b>Pay Item Description:</b> Solid Traffic Stripe (Yellow) (8")
(Seventh Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Eighth Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Ninth Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Tenth Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Eleventh Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Twelfth Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Thirteenth Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Fourteenth Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Fifteenth Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(First Other Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Second Other Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>
(Third Other Line) NONE	<b>Pay Item Number:</b> NONE <b>Unit:</b> <b>Accuracy:</b> 1 <b>Pay Item Description:</b>

<b>Marking Type</b> Painted	<input type="button" value="Go To Main Sheet"/> <input type="button" value="Add Next Sheet"/> <input type="button" value="Print Formis"/>
	<input type="button" value="Go To Next Sheet"/> <input type="button" value="Remove Last Sheet"/>

FORM: 700-050-67 (01/07)

**FORM #: 700-050-67  
CONTRACTOR'S CERTIFICATION OF QUANTITIES,  
PAINTED PAVEMENT MARKINGS  
WORKSHEET**

This page shows the set up sheet. The Contractor will first choose the Marking Type (at the bottom left corner of this form). The Contractor has the choice of the following:  
 Painted (710 pay Items)  
 Performed Tape (High Performance) (713 Pay Items)  
 Performed Tape (Standard) (713 Pay Items)  
 Performed Tape (Temporary) (713 Pay Items)  
 Thermoplastic (Hot Spray) (711 Pay Items)  
 Thermoplastic (Performed) (710 Pay Items)  
 Thermoplastic (Refurbishment) (710 Pay Items)  
 Thermoplastic (Standard) (710 Pay Items)

Once the choice is made, the "Select Pay Item" drop down menu will change to match the marking type. The Contractor will then choose the necessary pay items for that type.

Once the pay items are selected, the Contractor will click on "Go to the main Sheet" and the next page will be displayed with the chosen pay items listed on the worksheet..

This sheet will be turned in with Form 700-050-68 (the Certification Sheet) to the Project Administrator, monthly, for payment.

**DAILY WORKSHEET**

**Painted Traffic Stripes and Markings**

CONTRACTOR: \_\_\_\_\_

CERTIFICATION NO.: \_\_\_\_\_

STATE ROAD NO.: \_\_\_\_\_ DATE: 06/06/07

FINANCIAL PROJECT ID: \_\_\_\_\_

CONTRACT NO.: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

PAY ITEM NUMBER	ITEM DESCRIPTION	UNIT	QUANTITY	LOCATION	REMARKS / EXPLANATIONS
0710- 11-111	Solid Traffic Stripe (White/Black) (6")	NM			
0710- 11-112	Solid Traffic Stripe (White/Black) (8")	NM			
0710- 11-124	Solid Traffic Stripe (White/Black) (18")	LF			
0710- 11-124	Solid Traffic Stripe (White/Black) (18")	LF			
0710- 11-211	Solid Traffic Stripe (Yellow) (6")	NM			
0710- 11-212	Solid Traffic Stripe (Yellow) (8")	NM			
OTHER					

**CONTRACTOR'S RESPONSIBILITY**

**EXAMPLE ONLY**

**FORM 700-050-67  
(DAILY WORKSHEET) PAINTED PAVEMENT STRIPES AND MARKINGS**

**This is the worksheet itself. Once the Contractor selects the pay items in the set-up sheet, and returns to the main sheet, this page shows all the pay items that were chosen. This sheet, along with form 700-050-68 (the Certification Sheet) will be turned in to the Project Administrator, monthly, for payment.**

**CONTRACTORS MONTHLY CERTIFICATION OF QUANTITIES**

<b>Contractor:</b> _____	_____
<b>Certification Number:</b> _____	<b>State Road No:</b> _____
<b>Financial Project ID:</b> _____	<b>Contract No:</b> _____ <b>Start Date:</b> _____

<b>Select Type</b> <input type="text" value="Painted"/>	<input type="button" value="Go To Main Sheet"/>	<input type="button" value="Add Next Sheet"/>	<input type="button" value="Print Forms"/>
	<input type="button" value="Go To Next Sheet"/>	<input type="button" value="Remove Last Sheet"/>	

FORM: 700-050-68 (01/07)

**FORM #: 700-050-68  
CONTRACTOR'S CERTIFICATION OF QUANTITIES,  
PAINTED PAVEMENT MARKINGS  
CERTIFICATION SHEET**

This page shows the set up sheet. The Contractor will fill out all the necessary information (Contractor name –Company name, certification number, State Road No., etc.) The Contractor will then choose the Marking Type – under the pull down menu “Select Type”. The pull down menu will show the following choices:  
Painted (710 pay Items)  
Performed Tape (High Performance) (713 Pay Items)  
Performed Tape (Standard) (713 Pay Items)  
Performed Tape (Temporary) (713 Pay Items)  
Thermoplastic (Hot Spray) (711 Pay Items)  
Thermoplastic (Performed) (710 Pay Items)  
Thermoplastic (Refurbishment) (710 Pay Items)  
Thermoplastic (Standard) (710 Pay Items)

Once the Contractor selects the type of marking, click on “Go to Main Sheet. The next page (page 1-61) will appear with the heading displaying the chosen marking type. This is the certification sheet. See page 1-61.

**CONTRACTORS MONTHLY CERTIFICATION OF QUANTITIES**

FORM 700-050-68  
CONSTRUCTION  
01/07

**MAINTENANCE OF TRAFFIC SHEET**

CONTRACTOR: \_\_\_\_\_

CERTIFICATION NO.: \_\_\_\_\_

**Tape HP Traffic Stripes and Markings**

STATE ROAD NO.: \_\_\_\_\_

FINANCIAL PROJECT ID: \_\_\_\_\_

CONTRACT NO.: \_\_\_\_\_

PERIOD REPRESENTED BY CERTIFICATION

FROM: (MO/DY/YR) 02/12/08

TO: (MO/DY/YR) 03/1/8

PAY ITEM NUMBER	DESCRIPTION	UNIT	THIS ESTIMATE	REMARKS / EXPLANATIONS
0713-102-111	Solid Traffic Stripe (White/Black)(6")	NM		
0713-102-112	Solid Traffic Stripe (White/Black)(8")	NM		
0713-102-121	Solid Traffic Stripe (White/Black)(6")	LF		
0713-102-122	Solid Traffic Stripe (White/Black)(8")	LF		
0713-102-131	Skip Traffic Stripe (White/Black)(6")	GM		
0713-102-241	Skip Traffic Stripe (Yellow)(6")	LF		
0713-102-251	Dotted / Guideline (Yellow)(6")	LF		
0710- 11-290	Reflective Paint (Island Nose)(Yellow)	SY		
0713-107	Remove Existing Markings (Tape HP)	SF		
0710- 90	Painted Pvmt Markings (Final Surface)	LS		
0102- 78	Reflective Pvmt Markers (Temporary)	EA		
0102-911- 1	Removable Pvmt Marking (Skip) (Wht)	LF		
0102-911- 2	Removable Pvmt Marking (Solid) (Wht)	LF		
0102-912- 1	Removable Pvmt Marking (Skip) (Yel)	LF		
0102-912- 2	Removable Pvmt Marking (Solid) (Yel)	LF		

CONTRACTOR'S RESPONSIBILITY  
EXAMPLE ONLY

I certify that, based on my personal knowledge and well-founded belief following my own reasonable investigation, the above counts, measurements, and quality of products are correct and accurate.

Contractor's Authorized Agent (Print Name & Co.): \_\_\_\_\_

Work Site Traffic Supervisor (Print Name) \_\_\_\_\_

Contractor's Authorized Agent (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

Work Site Traffic Supervisor (Signature) \_\_\_\_\_

**FORM 700-050-68  
CONTRACTOR'S CERTIFICATION OF QUANTITIES  
MOT**

This form is used by the Contractor to document Striping pay items on FDOT projects. Once the Contractor chooses the type of markings (as seen on page 1-58- Contractor has several choices and depending on the contract and what pay items are shown, and clicks on the "go to main sheet", this form will show all the pay items for the pavement marking group that was chosen. The contractor or authorized agent will fill in the quantities for the pay items that will be used on the project for that month. Once the quantities are filled in, the form is then signed by the Contractor or his/her agent. The Work Site Traffic Supervisor will also sign this form. This form is then turned in monthly to the Project Administrator for payment with form 700-05067 (the Worksheet).

