

**DISTRICT FIVE CONSTRUCTION
CONTRACT ADMINISTRATION UPDATE TRAINING
AGENDA**

May 1 & 2, 2006

Opening – Frank O’Dea

TOPIC 1: Frank O’Dea (Contract Administration Update) 30-minutes

- IG’s Office Comments on SA’s
 - Encumber Money Before Work (See CPAM)
 - CSA Fully executed prior to executing work order
- Including Bond mark-ups on Work Orders and SA’s
- Price Back-Up Material from Contractors – what is acceptable?
- When do Claims and requests from contractors need to be certified?
- Sitemanager/Dailies/Printing hard copies
- Weather Impacts
- What can we do to help Project Administrators with the processes?

TOPIC 2: John Burnette (Final Estimates Issues) 1- hour

- Straightedge documentation/penalties
- Asphalt Design Mixes closing lots when the design mix changes
- Miscellaneous Asphalt (Reporting)
- Asphalt Certifications (Correcting)
- Resolution Test Payments
- Attenuator Damage
- IA Reviews
- Pro-Rating Quantities on Multiple Fin. Projects
- Final Estimates Notes Update (Spencer’s Notes/John’s Notes)
- Plan Quantity Measurements (Measure changes only)
- As-Built Signal Plans

TOPIC 3: Robin Woods (DOCO Update) 15- minutes

- Submittal of Final Estimate
- Offers of Final Payment to the Contractors

BREAK 30– minutes

Question and Answer/Open Discussion 45-minutes

Closing – Frank O’Dea

Pricing Backup Material/ Certified Claims From Contractor

We do not want to ask for **extensive amounts** of back up to justify things that **we can justify other ways.....**

example: Contractor is asked to give a price to put in an inlet.

Our engineers estimate, based on statewide averages, etc. tell us the price should be around \$2200...(an acceptable "range" for the work would then be around \$1900 to \$2500, estimate). If contractor gives us a quote for \$2389, but not much back up, **I would be** comfortable accepting the price based on his minimum info on the quote, and our Engineers Estimate.

If his price was \$2700 or \$3000, I would want some more info on why his price would be that much different. The \$\$\$ amount isn't as important as how reasonably close to his estimate we feel we are. I do NOT see added value of getting more info when we have a fairly comfortable

On the second: There is a DCE memo coming out soon to clarify this issue.

The stance is..

"old" jobs (before 7/04 letting).

The only time anything needs to be certified is after regular options to resolve have been used. This includes DRB on ENTITLEMENT. (They do NOT have to certify before the DRB on entitlement on old contracts.)

If, after the DRB, we CANNOT agree on a \$\$\$ amount or time extension (quantum)...THEN it should be certified before going back to the DRB.

On new jobs (after 7/04 letting).....

If a contractor submits ANY request for time or money that is **not requested by the DOT**, it must be certified. This is even before it goes to a DRB....before a PA even reviews it, it should be certified.

If the FDOT asks for a price / time proposal for some added or acknowledged unforeseen work (in other words, if we solicit a price proposal from a contractor), that price proposal for time or money does NOT have to be certified. HOWEVER, if the price/time proposal cannot be agreed upon.....we will issue a unilateral at the amount we feel is fair and equitable, and if the contractor insists they want more time or money than we can agree upon, THEN it must be certified.

Impacts of Weather

Recently, some contractors have been getting creative / innovative about their approach to getting contract time extensions. I wanted you all to be aware of one issue that has come up on a couple of projects lately.....**Adverse soil conditions.**

Some specification facts:

*The contract allows us to grant time 8-7.3

*8-7.3.1 for if we increase the contract

*8-7.3.2 for when a controlling item is delayed by factors not reasonably anticipated or foreseeable at the time of bid.

In our contracts, we handle "the delays caused only by the effects of rains or other inclement weather conditions or related adverse soil conditions prevent the contractor....." etc, etc as a portion of 8-7.3.2.

Notice that we have not had much rain lately. A certain contractor(s) is(are) stating that the Department owes them weather days because they are getting material from a project pond. The pond is wet. The material takes considerable time to dry. They want a weather day, because of the adverse soil conditions.

The contractor is not entitled to a weather day, because there is no delay caused by the effects of inclement weather conditions or RELATED adverse soil conditions.

The contractor MAY BE entitled to a contract time extension under 8-7.3.2 if they can show the conditions they cite are "not reasonably anticipated or foreseeable at the time of bid" but that would require a whole different analysis of the plans, specifications, and encountered conditions. DO NOT grant weather days if the effects of weather or RELATED adverse soil conditions do not support it.



Florida Department of Transportation

JEB BUSH
GOVERNOR

605 Suwannee Street MS # 31
Tallahassee, FL 32399-0450

DENVER J. STUTLER, JR.
SECRETARY

April 13, 2006

DCE MEMORANDUM NO.: 08-06

(FHWA Approved: 4/12/06)

TO: DISTRICT CONSTRUCTION ENGINEERS

FROM: Brian Blanchard, Director, Office of Construction

COPIES: Bob Burleson (FTBA), Don Davis (FHWA)

**SUBJECT: DISPUTES REVIEW BOARD AND CLAIMS
CERTIFICATIONS REQUIREMENTS**

A handwritten signature in black ink, appearing to read "Brian Blanchard".

The Department revised specification 4-3.2 for contracts July 2004 and thereafter to require the following:

“...The Contractor shall in any request for equitable adjustment of compensation, time, or other dispute resolution proposal certify under oath and in writing, in accordance with the formalities required by Florida law, that the request is made in good faith, that any supportive data provided are accurate and complete to the Contractor’s best knowledge and belief, and that the amount of the request accurately reflects what the Contractor in good faith believes to be the Department’s responsibility. Such certification must be made by an officer or director of the Contractor with the authority to bind the Contractor.....”

This revision makes it a requirement for the Contractor to certify requests for equitable adjustment of contract time or money made to the Department. If uncertified requests for equitable adjustment are submitted by the Contractor, the options are to 1) reject the package if the Department considers there to be no entitlement; or 2) if the Department considers there to be any reasonable entitlement, issue a Unilateral Payment in the amount determined by the Department to be fair and equitable, if an amount can be reasonably determined based on information available. In either option 1 or 2, the Contractor should still be required to certify the request for equitable adjustment per 4-3.2 prior to the Department agreeing to allow this issue being brought before a DRB on quantum.

DCE MEMO NO.: 08-06

April 13, 2006

Page 2

Department initiated requests for pricing of additional work do not require Contractor certification. However, in the event the Department does not agree with the pricing documentation provided by the Contractor, then either (a) a Unilateral Payment in the amount determined by the Department to be fair and equitable, if an amount can be reasonably determined based on information available or (b) encumber a reasonable sum and postpone further price determination pending actual performance.

This revised specification and the requirement for a certified request for equitable adjustment has generated some confusion related to the separate and distinct certification of a "contract claim" language under specification section 5-12. In addition, confusion has also occurred as to the requirements for allowing of either "requests for equitable adjustment" and "contract claims" to be brought before Disputes Review Boards. The following is offered to clarify this matter.

As defined in 1-3, a "contract claim (claim)" is a written demand submitted to the Department by the Contractor, in compliance with Standard Specification 5-12.3, seeking additional monetary compensation, time, or other adjustments to the contract, the entitlement or impact of which is disputed by the Department. These formally disputed matters pursued under 5-12 do require certification by the Contractor, as well as the providing of full and complete documentation per 5-12.3.

Issues properly to be brought before a DRB are those to which the Department and the Contractor are in dispute over:

1. entitlement only, when the Contractor has not submitted a certified request for equitable adjustment prior to the issue being brought before a DRB
2. both entitlement and quantum, when the Contractor has submitted either (a) the required certification of a request for equitable adjustment pursuant to 4-3.2 or (b) a certified claim pursuant to 5-12.3 prior to the issue being brought before a DRB, and the Department and the Contractor otherwise agree to allow the DRB to consider quantum.
3. quantum only, when the Contractor has submitted either (a) the required certification of a request for equitable adjustment pursuant to 4-3.2 or (b) a certified claim pursuant to 5-12.3 prior to the issue being brought before a DRB, and the Department and the Contractor otherwise agree to allow the DRB to consider quantum.

If you have further questions, please contact David Sadler at 850-414-5203 or SC 994-5203.

BB/sw



Ranger
Construction
Industries, Inc.

September 12, 2005

Mr. Frank O'Dea
District Construction Engineer
Florida Department of Transportation, District Five
719 South Woodland Boulevard
Deland, Florida 32720-6800

Re: FPN 242716-1-52-01 & 242655-1-52-01
Contract No. T5072, Volusia County
Graves Ave. Bridge – Innovative Construction Technique

Dear Mr. O'Dea

As requested by the department, Ranger Construction Industries, Inc. and Leware Construction Company of Florida, Inc. have reviewed our costs for the Graves Avenue proposal submitted on September 2, 2005. After much review by both companies, we are able to provide the department a revised quotation of \$568,175.00 based upon a reduction in cost.

The following is an itemized breakdown of the costs associated with this work for both companies.

Leware Cost Breakdown

Labor & Field engineering	\$ 23,000.00
Materials & Supplies	\$ 23,000.00
Specialty Contractor	\$411,865.00
Specialty Engineer	<u>\$ 24,135.00</u>
	\$482,000.00

Ranger Cost Breakdown

Labor & Equipment	\$ 60,000.00
Materials & Supplies	<u>\$ 26,175.00</u>
	\$ 86,175.00
Total	\$568,175.00

If you have any questions or concerns, please feel free to contact me at (407) 656-9255

Sincerely,
Ranger Construction Industries, Inc.

Mark Veillette
Vice President

cc: Amy Scales - FDOT
Keith Waugh - Leware Construction
Christopher Kennedy - Ranger Construction
Ponch Frank - Ranger Construction

RECEIVED
SEP 30 2005
D-5 CONSTRUCTION

050808
 *** Scott Fowler
 Change Order 1-4

Bid Item	Description	Status - Prnd	Quantity	Units	Unit Price	Bid Total
10	Excavation / Borrow	U	1.000	LS	3,863.07	3,863.07
20	8" Rap Base Rarrips		6,625.000	SY	5.06	33,522.50
30	4" Rap Base Pads		6,556.000	SY	2.75	18,029.00
40	18" Pipe		100.000	LF	46.62	4,662.00
50	Rap Base Removal		4,357.000	TN	5.99	26,098.43
60	BRIDGE (Specialty Item)	U	1.000	LS	482,000.00	482,000.00

Bid Total \longleftrightarrow \$568,175.00

BID TOTALS

Bid Summary Totals Report

Standard Markup Instructions

	Cost Basis	Markup %	Markup
Labor:	9,589	0.00	0
Burden:	4,315	0.00	0
Perm Matl:	17,516	0.00	0
Const Matl:	0	0.00	0
Sub:	436,997	0.00	0
Eq. Op. Exp:	0	0.00	0
Co. Equip:	11,331	0.00	0
Rented Eq.:	0	0.00	0
Ranger Tk:	15,900	0.00	0
Outside Tk:	16,960	0.00	0
Misc Exp:	0	0.00	0
Overrides:	0	0.00	0
Total:	512,608	0.00	0
Bond Table: B1			

Previous Run

Summary: 09/28/2005 3:52 PM
 Spread: 09/28/2005 3:52 PM

Summary run on Takeoff Quan and Adjusted to Bid Quan.

Standard Spreads

Indirect Spread: Total less Sub
 Markup Spread: Total
 Addon/Bond Spread: Total

Totals as of Last Spread

	Cost:	Markup:	Total:
Direct:	512,607	0	512,607
Indirect:	0	0	0
Addons:	56,817	-2,485	54,332
Bond:	1,236		1,236
Total:	570,660	-2,485	568,175

List of Addons

Addon	Description	Basis	%	Cost	Total Amt
1	Overhead	JB	10.0000	Y	56,817.47
2	Markup	JB	-0.4376	N	-2,486.33
					54,331.14

Addon Basis Codes and Descriptions Used in this Estimate:
JB - Job Value

COST REPORT

Activity Resource	Desc	Pcs	Quantity	Unit	Unit Cost	Labor	Perm Material	Constr Mat/Exp	Equip Ment	Sub-Contract	Total
BID ITEM = 10											
Description =		Excavation / Borrow		Unit =	LS	Takeoff Quan:		1.000	Engr Quan:		1.000
2002 Backhoe & On-Rd Trks											
<u>EXCBH2</u>		Exc Backhoe/On Rd Trucks		Quan:	1.00 LS	Hrs/Shift:	10.00	Cal:	510	WC:	5506
6HHR	Haul, Hr	-1	20.00	HR	53.000	2.0000 S		Lab Pcs:	3.00	Eqp Pcs:	2.00
8D5	Dozer (Cat D5)	1.00	20.00	HR	35.000				700		700
8L950	Loader (Cat 950)	1.00	20.00	HR	21.000				420		420
LHWY	Labor, Hwy	1.00	20.00	MH	10.000		319				319
ODF	Dozer Oper (Finish)	1.00	20.00	MH	15.500		494				494
OL	Loader Oper	1.00	20.00	MH	12.500		399				399
\$3,392.20		60.0000 MH/LS	60.00	MH	[836]	1,212		1,060	1,120		3,392
2.0000 Shifts		0.5000 Un/Shift	0.0167	Unit/MH		1,212.20		1,060.00	1,120.00		3,392.20
Item Totals: 10 - Excavation / Borrow											
\$3,392.20		60.0000 MH/LS	60.00	MH	[836]	1,212		1,060	1,120		3,392
3,392.200		1 LS				1,212.20		1,060.00	1,120.00		3,392.200

BID ITEM = 20											
Description =		8" Rap Base Ramps		Unit =	SY	Takeoff Quan:		6,625.000	Engr Quan:		6,625.000
530120 BG-1 Lbr/Equip/Mtrl (880 lb/sy)											
No Charge for Excess RAP from Project				Quan:	2,915.00 TN	Hrs/Shift:	10.00	Cal:	510	WC:	5506
<u>LRSD</u>	L/R Base (Mtr/Sprd)		40.00	CH	Prod:	728.7500 US		Lab Pcs:	3.00	Eqp Pcs:	2.00
2AORAP	RAP Material 1	1.00	2,915.00	TN	3.500		10,203				10,203
8D5	Dozer (Cat D5)	1.00	40.00	HR	35.000				1,400		1,400
8L950	Loader (Cat 950)	1.00	40.00	HR	21.000				840		840
LHWY	Labor, Hwy	1.00	40.00	MH	10.000		638				638
ODF	Dozer Oper (Finish)	1.00	40.00	MH	15.500		989				989
OL	Loader Oper	1.00	40.00	MH	12.500		798				798
\$14,866.90		0.0411 MH/TN	120.00	MH	[0.574]	2,424	10,203		2,240		14,867
4.0000 Shifts		728.7500 Un/Shift	24.2917	Unit/MH		0.83	3.50		0.77		5.10
530121 BG-1 Trucking Rap Base											
728 / 20 = 36 loads per day				Quan:	2,915.00 TN	Hrs/Shift:	10.00	Cal:	510	WC:	5506

Number of Trucks Routine		Unit	Quantity
Description			

Total Units Per Day			728.0000
Hours Per Day			8.0000
Hours Per Round			1.0000
Units Per Load			20.0000
Trucks Required Per Day			4.5500
<u>TRK</u>	Trucking, Inside	40.00	CH
5H1	Haul, Inside Trks -5	200.00	HR
\$10,600.00			Prod: 728.7500 US
4.0000 Shifts	728.7500 Un/Shift		[]
			10,600
			10,600
			3.64

530123 FG Rap Base											
<u>LRFGG</u>		L/R Base (MG F/G & Compact)		Quan:	6,625.00 SY	Hrs/Shift:	10.00	Cal:	510	WC:	5506
8G12	Grader (Cat 12G)	1.00	20.00	HR	26.000	3,312.5000 US		Lab Pcs:	5.00	Eqp Pcs:	3.50
8L950	Loader (Cat 950)	1.00	20.00	HR	21.000				520		520
8RBVL	Roller Vibratory Lrg	1.00	20.00	HR	26.000				420		420
8TWON	Water Trucks (On Hwy)	0.50	10.00	HR	25.000				520		520
LHWY	Labor, Hwy	1.00	20.00	MH	10.000		319		250		250
OGF	Grader Oper (Finish)	1.00	20.00	MH	25.000		798				798
OL	Loader Oper	1.00	20.00	MH	12.500		399				399
ORG	Roller Oper, Grade	1.00	20.00	MH	10.750		343				343

COST REPORT

Activity Resource	Desc	Pcs	Quantity	Unit	Unit Cost	Labor	Perm Material	Constr Mat/Exp	Equip Ment	Sub-Contract	Total
BID ITEM = 20											
Description = 8" Rap Base Ramps											
TD1	Truck Driver, On Road	1.00	20.00	MH	12.000	383					383
\$3,950.98	0.0150 MH/SY		100.00	MH	[0.233]	2,241			1,710		3,951
2.0000	Shifts	3,312.5000	Un/Shift			0.34			0.26		0.60
====> Item Totals: 20 - 8" Rap Base Ramps											
\$29,417.88	0.0332 MH/SY		220.00	MH	[0.486]	4,665	10,203	10,600	3,950		28,418
4.440	6625 SY					0.70	1.54	1.60	0.60		4.44

BID ITEM = 30											
Description = 4" Rap Base Pads											
530120	BG-1 Lbr/Equip/Mtrl (440 lb/sy)				Unit =	SY	Takeoff Quan:	6,556.000	Engr Quan:	6,556.000	
No Charge for Excess RAP from Project											
LRSD	L/R Base (Mtr/Spr)	20.00	CH	Prod:	721.0000	US		Lab Pcs:	2.00	Eqp Pcs:	1.00
2AORAP	RAP Material	1.00	1,442.00	TN	3.500		5,047				5,047
8D5	Dozer (Cat D5)	1.00	20.00	HR	35.000				700		700
LHWY	Labor, Hwy	1.00	20.00	MH	10.000		319				319
ODF	Dozer Oper (Finish)	1.00	20.00	MH	15.500		494				494
\$6,560.45	0.0277 MH/TN		40.00	MH	[0.389]	813	5,047		700		6,560
2.0000	Shifts	721.0000	Un/Shift			0.56	3.50		0.49		4.55
530121	BG-1 Trucking Rap Base				Quan:	1,442.00	TN	Hra/Shft:	10.00	Cal:	510
721 / 20 = 36 loads per day											
										WC:	5506

Number of Trucks Routine		Unit	Quantity
Description			

Total Units Per Day			721.0000
Hours Per Day			8.0000
Hours Per Round			1.0000
Units Per Load			20.0000
Trucks Required Per Day			4.5062
IRK	Trucking, Inside	20.00	CH
5HI	Haul, Inside Trks ~5	100.00	HR
\$5,300.00			Prod: 721.0000 US
2.0000	Shifts	721.0000	Un/Shift
			53,000
			[]
			5,300
			5,300
			3.68
			3.68

530123	FG Rap Base				Quan:	6,556.00	SY	Hra/Shft:	10.00	Cal:	510	WC:	5506
LRFGG	L/R Base (MG F/G & Compact)	20.00	CH	Prod:	3,278.0000	US		Lab Pcs:	5.00	Eqp Pcs:	3.50		
8G12	Grader (Cat 12G)	1.00	20.00	HR	26.000				520		520		
8L950	Loader (Cat 950)	1.00	20.00	HR	21.000				420		420		
8RBVL	Roller Vibratory Lrg	1.00	20.00	HR	26.000				520		520		
8TWON	Water Trucks (On Hwy)	0.50	10.00	HR	25.000				250		250		
LHWY	Labor, Hwy	1.00	20.00	MH	10.000		319				319		
OGF	Grader Oper (Finish)	1.00	20.00	MH	25.000		798				798		
OL	Loader Oper	1.00	20.00	MH	12.500		399				399		
ORG	Roller Oper, Grade	1.00	20.00	MH	10.750		343				343		
TD1	Truck Driver, On Road	1.00	20.00	MH	12.000		383				383		
\$3,950.98	0.0152 MH/SY		100.00	MH	[0.236]	2,241			1,710		3,951		
2.0000	Shifts	3,278.0000	Un/Shift			0.34			0.26		0.60		
====> Item Totals: 30 - 4" Rap Base Pads													
\$15,811.43	0.0213 MH/SY		140.00	MH	[0.321]	3,054	5,047	5,300	2,410		15,811		
2.412	6556 SY					0.47	0.77	0.81	0.37		2.41		

COST REPORT

Activity Resource	Desc	Pcs	Quantity	Unit	Unit Cost	Labor	Perm Material	Constr Mat/Exp	Equip Ment	Sub-Contract	Total
BID ITEM = 40											
Description = 18" Pipe											
					Unit =	LF	Takeoff Quan:	100.000	Engr Quan:	100.000	
34040505	Buy Pipe 18" (ROUND)				Quan:	100.00 LF	Hrs/Shift: 10.00	Cal: 510	WC: 5506		
2DPMR018	18" CMP 1@107%	1.00	100.00	LF		15.000	1,805				1,805
2DZFM12-18	Joint Fabric 0@107%	1.00	10.00	LF		0.500	5				5
2DZZPL	Pipe Lube 0.0026@107%	1.00	0.26	PA		50.000	14				14
\$1,624.26						[]	1,624				1,624
							16.24				16.24
34040510 Buy and Haul Bedding 18"											
2BAG57	# 57 Stone (1 1@107%	1.00	25.00	TN	Quan:	25.00 TN	Hrs/Shift: 10.00	Cal: 510	WC: 5506		
6STN	Haul, TN 1	1.00	25.00	TN		24.000	642				642
\$642.00						0.000					
						[]	642				642
							25.68				25.68
34040515 Unload Pipe											
PUNL	Unloading Crew			1.00	Quan:	100.00 LF	Hrs/Shift: 10.00	Cal: 510	WC: 5506		
8L950	Loader (Cat 950)	1.00	1.00	HR	Prod:	1,000.0000 US		Lab Pcs: 3.00	Eqp Pcs: 1.00		
LPS	Labor, Pipe Skilled	1.00	1.00	MH		21.000		21			21
LPUS	Labor, Pipe Unskilled	1.00	1.00	MH		13.500	22				22
OL	Loader Oper	1.00	1.00	MH		10.000	16				16
\$78.42						12.500	20				20
0.1000 Shifts	0.0300 MH/LF					[0.396]	57		21		78
	1,000.0000 Un/Shift			33.3333 Unit/MH			0.57		0.21		0.78
34040530 CROSS DRAINS											
F330	Cat 330 Pipe crew			10.00	Quan:	100.00 LF	Hrs/Shift: 10.00	Cal: 510	WC: 5506		
8L950	Loader (Cat 950)	1.00	10.00	HR	Prod:	100.0000 US		Lab Pcs: 6.00	Eqp Pcs: 2.00		
8TPIPE	Pipe Crew Truck	1.00	10.00	HR		21.000		210			210
FP	Foreman, Pipe	1.00	10.00	MH		26.000		260			260
LPL	Pipe Layer	1.00	10.00	MH		21.000	305				305
LPS	Labor, Pipe Skilled	1.00	10.00	MH		15.000	239				239
LPUS	Labor, Pipe Unskilled	2.00	20.00	MH		13.500	215				215
OL	Loader Oper	1.00	10.00	MH		10.000	319				319
\$1,747.46						12.500	199				199
1.0000 Shifts	0.6000 MH/LF					[8.81]	1,277		470		1,747
	100.0000 Un/Shift			1.6667 Unit/MH			12.77		4.70		17.47
Item Totals: 40 - 18" Pipe											
\$4,092.14	0.6300 MH/LF			63.00 MH	[9.206]	1,335	2,266		491		4,092
40.921	100 LF					13.35	22.66		4.91		40.92

BID ITEM = 50											
Description = Rap Base Removal											
					Unit =	TN	Takeoff Quan:	4,357.000	Engr Quan:	4,357.000	
1007	Asph Pvmt Rmv/Depsl - Loader				Quan:	4,357.00 TN	Hrs/Shift: 10.00	Cal: 510	WC: 5506		
Number of Trucks Routine											
Description	Unit	Quantity									

Total Units Per Day		726.0000									
Hours Per Day		8.0000									
Hours Per Round		1.0000									
Units Per Load		20.0000									
Trucks Required Per Day		4.5375									
QRA	Pavt Removal (Asph)			60.00	CH	Prod:	726.1667 US		Lab Pcs: 3.00	Eqp Pcs: 2.00	
6HHR	Haul, Hr -5			300.00	HR		53.000		15,900		15,900
8D5	Dozer (Cat D5)	1.00		60.00	HR		35.000			2,100	2,100
8L950	Loader (Cat 950)	1.00		60.00	HR		21.000		1,260		1,260
LHWY	Labor, Hwy	1.00		60.00	MH		10.000	957			957
ODF	Dozer Oper (Finish)	1.00		60.00	MH		15.500	1,483			1,483
OL	Loader Oper	1.00		60.00	MH		12.500	1,196			1,196

COST REPORT

Activity Resource	Desc	Pcs	Quantity	Unit	Unit Cost	Labor	Perm Material	Constr Mat/Exp	Equip Ment	Sub-Contract	Total
BID ITEM = 50											
Description = Rap Base Removal											
\$22,896.60			180.00	MH				4,357.000			4,357.000
6.0000	Shifts	0.0413 MH/TN			[0.576]	3,637		15,900	3,360		22,897
		726.1667 Ur/Shift	24.2056	Unit/MH		0.83		3.85	0.77		5.26
Item Totals: 50 - Rap Base Removal											
\$22,896.60		0.0413 MH/TN	180.00	MH	[0.576]	3,637		15,900	3,360		22,897
5.255		4357 TN				0.83		3.85	0.77		5.26
BID ITEM = 60											
Description = BRIDGE (Specialty Item)											
				LS				1.000		1.000	
60A	BRIDGE				Quan: 1.00 LS	Hrs/Shift: 10.00	Cal: 510	WC: 5506			
4BR	4LEWARE - Bridge Sub		1.00	LS	436,997.000				436,997		436,997
\$436,997.00					[]				436,997		436,997
									436,997.00		436,997.00
\$512,607.25	*** Report Totals ***		663.00	MH		13,903	17,516	32,860	11,331	436,997	512,607

>>> Indicates Non Additive Activity
 ---Report Notes:---
 The estimate was prepared with TAKEOFF Quantities.
 This report shows TAKEOFF Quantities with the resources.

Bid Date: 08/01/05 Owner: Florida Dept of Transportation Engineering Firm:
 Estimator-In-Charge: RF

JOB NOTES

* on units of MH indicate average labor unit cost was used rather than base rate.
 [] in the Unit Cost Column = Labor Unit Cost Without Labor Burdens
 In equipment resources, rent % and operating % not = 100% are represented as XXX%YYY where XXX=Rent% and YYY=Operating%
 ---Calendar Codes---

Calendars are found in crew and labor codes and have the format XXXdY where
 XXX = The Calendar and Y = The Starting Day of the Week with Day 1 = Monday, etc.

- 508 40 hr/week (8 hr/shift)
- 509 45 hr/week (9 hr/shift)
- 510 50 hr/week (10 hr/shift)
- 511 55 hr/week (11 hr/shift)
- 512 60 hr/week (12 hr/shift)
- 608 48 hr/week (8 hr/shift)
- 609 54 hr/week (9 hr/shift)
- 610 60 hr/week (10 hr/shift)
- 611 66 hr/week (11 hr/shift)
- 612 72 hr/week (12 hr/shift)



September 19, 2005

Fax to: 407-656-3188

Mr. Mark Veillette
Ranger Construction Industries, Inc.
1200 Elboc Way
Winter Garden, Florida 34787

Re: FPN 242716-1-52-01 & 242655-1-52-01
Contract No. T5072, Volusia County
Graves Ave. Bridge - Innovative Construction Technique

Dear Mr. Veillette:

Attached you will find a detailed breakdown of costs for innovative construction as requested by the Department. The total amount of our proposal for this work is \$436,000.

We trust that this information will be acceptable to the Department and that processing of the required Supplemental Agreement will now begin.

Yours very truly,
LEWARE CONSTRUCTION COMPANY of FLORIDA, INC.

A handwritten signature in black ink, appearing to read 'Keith A. Waugh'. The signature is fluid and cursive, written over a white background.

Keith A. Waugh
Vice President

attachments

0919.rcl.mv.graves.doc

Leware Breakdown of Innovative Construction Costs

Construct & Remove Falsework		950 hrs		
Revised End Bent Construction		<u>380</u> hrs		
	Additional Manhours		1330 hrs	
Credit for deleted night work - Demolition		(333) hrs		
Credit for deleted night work - Superstructure		<u>(485)</u> hrs		
	Reduced Manhours		<u>(817)</u> hrs	
	Net	\$24.16	513	\$12,394
Field Engr		\$42.39	98	\$4,069
				\$16,462
			25.0%	\$4,116
	Extra Labor			\$20,578
			1.5%	\$309
				\$20,887
Extra Materials	Concrete	80	\$94.25	\$7,540
	Reinf	12000	\$0.504	\$6,048
	Strand	2276	\$2.50	\$5,688
	Prest.Reinf	1904	\$1.30	\$2,475
	Shop Drawings			\$1,000
				\$22,751
	Sales Tax		6.0%	\$1,365
				\$24,116
			17.5%	\$4,220
				\$28,971
			1.5%	\$405
				\$27,376
Specialty Contractor	Mammoet		\$345,000	
			5.7%	\$19,665
				\$364,665
			1.5%	\$5,470
				\$370,135
Specialty Engineer	IDA		\$22,500	
			5.7%	\$1,283
				\$23,783
			1.5%	\$357
				\$24,139
Leware Total Cost				\$442,537
	Administrative Credit		1.5%	(\$6,540)
	Revised Total			\$435,997

Keith Waugh

From: John Jarrett [jarrett@durastress.com]
Sent: Thursday, August 25, 2005 4:41 PM
To: kwaugh@lewarecc.com
Subject: B-1296 78" BT

FOR POSSIBLE CHANGE ORDER ADJUSTMENTS:

**EACH ADDITIONAL STRAND ADD \$1.25 TO THE CONTRACT PRICE FOR BEAMS.
ADDITIONAL REBAR ADD \$1.30 PER POUND .
ENGINEERING COST TO REVISE OUR SHOP DRAWINGS. APPROX. \$50.00/HR (SAY \$1,000.00 ?)**

8/25/2005

Keith Waugh

From: Kouros Sassani [kdaeng@bellsouth.net]
Sent: Wednesday, September 07, 2005 11:48 AM
To: Keith Waugh
Subject: Revised Fee Estimate For I-4 @ Grave Ave

Keith,

I looked at our fee estimate for the referenced project dated 7/22/05. We can take 10% off to help FDOT. This will reduce our fee from \$25,000.00 to \$ 22,500.00.

Kouros

9/7/2005

Keith Waugh

From: Halsband, Bill [bill.halsband@Mammoet.com]
Sent: Monday, September 12, 2005 1:25 PM
To: Keith Waugh (E-mail)
Cc: Nooren, Piet
Subject: I-4

Keith

We have had to revise our price to \$345,000.00

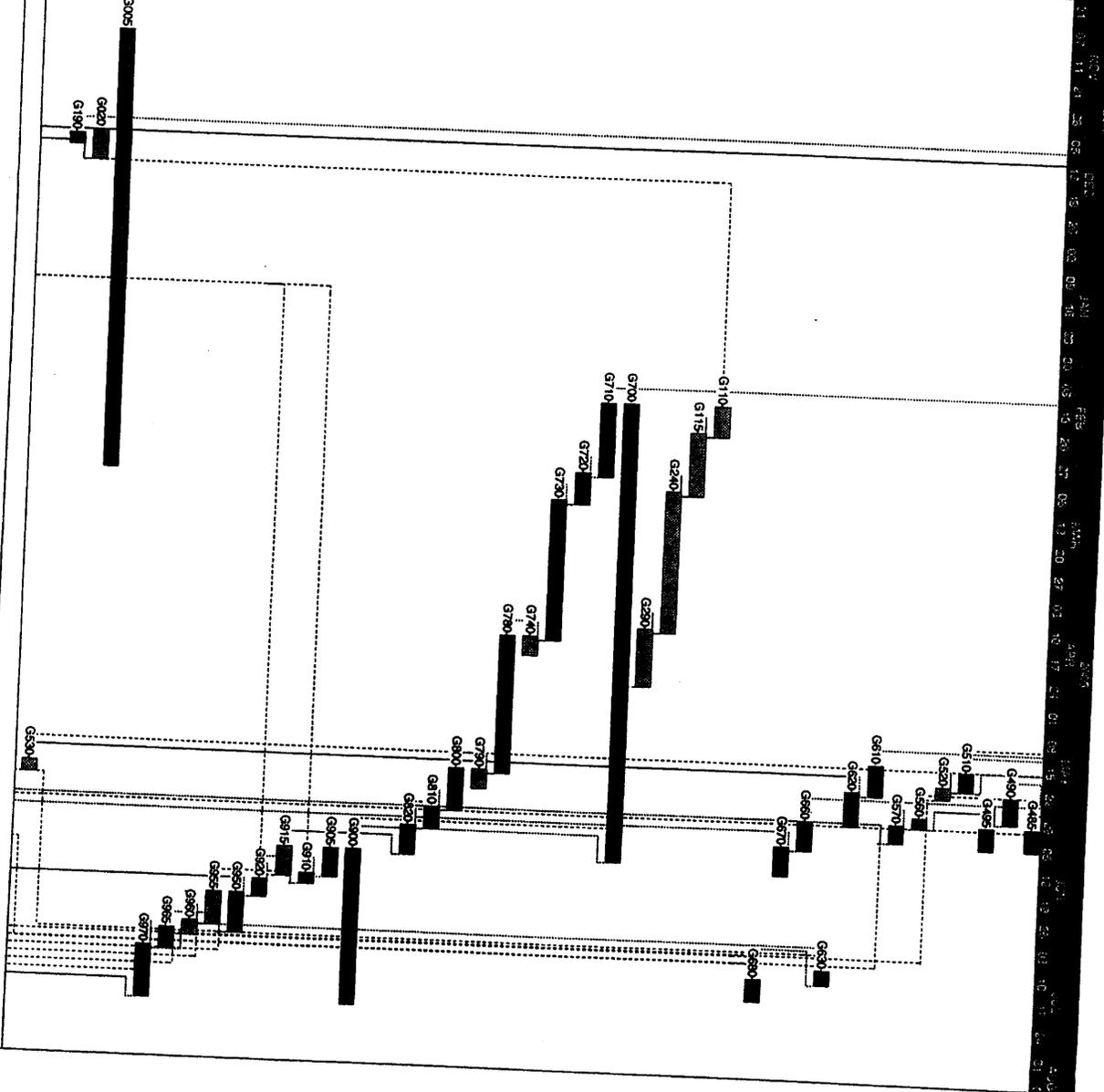
This is primarily due to escalating fuel prices.

Should conditions continue to change, we may be forced to address our number again Trust
this is OK Bill

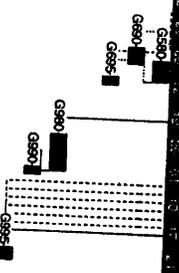
CONFIDENTIALITY NOTICE

The contents of this e-mail are confidential to the ordinary user of the e-mail address to which it was addressed and may also be privileged. If you are not the addressee of this e-mail you may not copy, forward, disclose or otherwise use it or any part of it in any form whatsoever. If you have received this e-mail in error please e-mail the sender by replying to this message.

ID	Description	Start Date	End Date	Duration	Units	Notes
G485	Slide 2 OHT BR 4	3/08/10/05	08/08/05	0	0	
G490	Finish Base Slide 2 Mainline	3/08/24/05	05/30/05	0	0	
G495	Finish Base Slide 2 Shoulders	3/08/01/05	08/08/05	0	0	
G510	Pave SP Traffic Level C Side 1	2/06/19/05	05/22/05	0	0	
G520	Pave FC 6 and Slope Side 1	2/06/22/05	05/24/05	0	0	
G560	Pave SP Traffic Level C Side 2	2/06/30/05	09/01/05	0	0	
G570	Pave FC 6 and Slope Side 2	2/06/01/05	09/05/05	0	0	
G610	Install Sidewalk Side 1	5/05/17/05	05/24/05	0	0	
G620	Install Aluminum Railing Side 1	3/07/11/05	07/14/05	0	0	
G630	Install Guardrail Side 1	5/06/01/05	06/08/05	0	0	
G650	Install Sidewalk Side 2	5/06/01/05	06/08/05	0	0	
G670	Install Aluminum Railing Side 2	5/06/08/05	06/15/05	0	0	
G690	Install Guardrail Side 2	3/07/14/05	07/19/05	0	0	
G110	Remove Spans 2 and 3	5/02/16/05	02/23/05	31d	0	
G115	Remove Pier 2	11/02/22/05	03/10/05	31d	0	
G240	Footings Columns and cap Pier 2	25/02/10/05	04/14/05	31d	0	
G290	Cure Pier 2	10/04/14/05	04/29/05	31d	0	
G700	Bridge	82*/02/16/05	08/13/05	0	0	
G710	Temporary Berms	12/02/16/05	03/06/05	0	0	
G720	Set PBT 78 on Temporary Berms	5/03/09/05	04/17/05	0	0	
G730	Diaphragms & Deck Span 1	25/03/13/05	04/17/05	0	0	
G740	Diaphragm Span 1	4/04/17/05	04/21/05	36d	0	
G750	Parapet Span 2	25/04/17/05	05/22/05	0	0	
G800	Cure Deck	4/05/22/05	05/28/05	11d	0	
G810	Applied Finishes	7/05/22/05	06/01/05	0	0	
G820	Fencing and Storage	3/06/01/05	06/09/05	0	0	
G830		5/06/09/05	06/13/05	0	0	
G900	Move Bridge	28*/06/13/05	07/24/05	0	0	
G905	Lift Span 1	5/06/13/05	06/22/05	0	0	
G910	Set Span 1	2/06/23/05	06/22/05	0	0	
G915	Lift Span 2	5/06/13/05	06/22/05	2d	0	
G920	Set Span 2	2/06/22/05	06/28/05	0	0	
G950	Complete Substructure	7/06/28/05	07/06/05	0	0	
G955	Deck Closure pour	5/06/28/05	07/04/05	11d	0	
G960	Parapet closure pours	3/07/04/05	07/07/05	11d	0	
G965	Approach Slab Closure pours	3/07/06/05	07/11/05	0	0	
G970	Traffic Rerouting	9/07/11/05	07/24/05	0	0	
G905	Cut & Cure PBT 78	6/01/16/05	03/09/05	0	0	
G920	Hammered Markization	5/12/12/05	12/18/05	72d	0	
G190	Remove Signage on Gaves	2/12/13/05	12/15/05	0	0	
G330	Install Misc. Asphalt for Guardrail Side 1	2/05/24/05	05/28/05	10d	0	



Item	Quantity	Unit	Start Date	End Date	Start Time	End Time	Days	Notes
G890	2	sq yd	06/08/06	06/12/06				Install Misc. Asphalt for Guardrail Site 2
G895	3	sq yd	06/05/06	06/08/06				Install Signage on Graves
G895	1	sq yd	06/12/06	06/13/06				Sodding Part 1 of 2
G890	20	sq yd	12/19/05	01/18/06				Install Temporary Roadway for SPMT's
G890	5	sq yd	06/29/06	07/04/06				Remove Temporary Roadways for SPMT's
G895	1	sq yd	07/04/06	07/05/06				Sodding Part 2 of 2
G895	2	sq yd	07/24/06	07/26/06				Staking
G899	1	hr	07/26/06	07/27/06				Open Road - Take down debris



end of project, parking lots and similar areas. However, correct any individual surface irregularity in these areas that deviates from plan grade in excess of 3/8 inch [10 mm] as determined by a 15 foot [4.572 m] manual straightedge, and that the Engineer deems to be objectionable, in accordance with 330-12.4.

Provide traffic control in accordance with the Design Standards Index No. 627 during all testing. When traffic control can not be provided in accordance with Index 627, submit a Traffic Control Plan for the Engineer's written approval. Include the cost of this traffic control and testing in the Contract bid prices for the asphalt items.

330-12.3.2 Test Method: Perform acceptance testing with one pass of a standard 15 foot [4.572 m] rolling straightedge operated along outside wheel path of each lane tested. This does not preclude the Engineer from requiring additional acceptance testing at other locations within the lane being tested.

330-12.3.3 Acceptance Criteria for Last Layer Prior to Friction Course: Furnish and operate an approved 15 foot [4.572 m] rolling straightedge for testing of the last layer prior to the friction course as directed and supervised by the Engineer. Correct all deficiencies in excess of 3/16 inch [5 mm] in accordance with 330-12.4, and retest the last layer prior to placement of the friction course. Where the final surface is not a friction course, meet acceptance criteria in accordance with 330-12.3.4.

330-12.3.4 Acceptance Criteria for Final Surface or Friction Course: Upon completion of the final surface or friction course, perform acceptance testing for surface tolerance on the finished surface with a 15 foot [4.572 m] rolling straightedge. Correct all deficiencies in excess of 3/16 inch [5 mm] in accordance with 330-12.4, except do not correct by overlaying when the final surface is a friction course. For bicycle paths, correct all deficiencies in excess of 3/8 inch [10 mm] in accordance with 330-12.4.

330-12.3.5 Adjustment of Pay Item Quantity: The Engineer may waive corrections specified above if an engineering determination indicates that the deficiencies are sufficiently separated so as not to significantly affect the ride quality of the pavement and corrective action would unnecessarily mar the appearance of the finished pavement.

Where the Engineer elects to waive correction and the finished pavement surface is a friction course, the Department will reduce the pay quantity for Asphalt Concrete Friction Course by the amount of friction course that the Contractor would have removed and replaced if the Contractor had made the correction.

Where the Engineer elects to waive a correction and the finished pavement surface is other than a friction course, the Department will reduce the appropriate pay quantity for Asphalt Concrete by the equivalent quantity of materials that the Contractor would have removed and replaced if the Contractor had made the correction.

a. Where the pay quantity is in tons [metric tons], the Department will base the reduction on the volume that the Contractor would have removed (100 feet by lane width by layer thickness [30 m by lane width by layer thickness]) multiplied by the laboratory density for the mix.

b. For open-graded friction courses, the Department will base the reduction on the area that the Contractor would have removed (100 feet by lane width) [(30 m by lane width)] multiplied by the following spread rates:

1. for FC-5, use 75 lb/yd² [41 kg/m²].

If the Engineering determination indicates that the deficiencies on the bicycle path are due to field geometrical conditions, the Engineer will waive correction with no deduction on pay quantity.

330-12.4 Correcting Unacceptable Pavement: The Contractor may select one of the following methods, unless 330-12.3.4 prohibits overlaying:

1 contract.

2 **9.6.2. Square Yard [Square Meter] Items (Bit Included) (Optional Base Only) -**

3 When the pavement is to be paid for on an area basis, the area to be paid for
4 shall be Plan Quantity subject to the provisions of **Subarticle 9-3 of the**
5 **Standard Specifications**, omitting any areas not allowed for payment under the
6 provisions of **Subarticle 330-12 of the Standard Specifications** and adjusted as
7 follows:

8 (A) The volume of pavement represented by the difference between the
9 average thickness (determined as specified in **Article 330-12 of the**
10 **Standard Specifications**), and specified thickness shall be converted into
11 equivalent square yards [square meters] of pavement of specified
12 thickness and the quantity thereby obtained shall be added to, or
13 deducted, from the pay areas as appropriate.

14 (B) The pay area shall not exceed 105% of the surface area.

15 (C) There will be no adjustment of the pay area on the basis of thickness for
16 base courses constructed utilizing mixed-in-place operations.

17 (D) Automatic printer tickets showing weights, field records, and
18 measurements if plan quantity is changed, shall be submitted with the final
19 estimate for each job on the contract along with the Lot submittal
20 Package. (See Attachments 9-5 & 9-5a thru 9-5k).

21 **NOTE:** If a plan quantity error exceeds the limitations established in **Article 9-3 of the**
22 **Standard Specifications**, record documentation in field books, computer forms, or
23 computation book forms.

24 **9.6.3. Surface Deficiencies - Deficiencies determined by the Engineer with a 15-foot**
25 rolling straightedge. Deviations from the straightedge in excess of 3/16 of an
26 inch shall be corrected in accordance with **Subarticle 330-13.3.4 of the**
27 **Standard Specifications** unless such corrections are waived by the DCE.
28 Deficient areas where the Engineer has waived corrections will be deducted as
29 follows:

30 (A) **Friction Course:**

31 (1) Square Yard [square meter] Item: The distance used will be the
32 length of 50 feet [15 meters] either side of the deficiency times the
33 lane width. This area will be considered as 100% pay reduction
34 and should be reflected on the estimate as minus s.y. [s.m.] at full
35 unit price.

1 (2) Tonnage [metric tonnage] Item: The Department will base the
2 reduction on the volume that would have been removed (100 feet
3 plus deficiency by lane width by layer thickness) [30 meters plus
4 deficiency by lane width by layer thickness] multiplied by the
5 laboratory density for the mix and divided by 2,000 lbs/ton
6 (1,000kg/metric ton).

7 **Tonnage Example:** Deficiency Length = 5 feet
8 Layer thickness = 1.5"
9 Lab Density = 146.6

10 **Calculation:** (100 + 5) X 12 (lane width) X .125* X 146.6 ÷ 2,000 = 11.54
11 tons.

12 Deduction for Straightedge penalty = 11.50 tons

13 * 1.5" ÷ 12" = .125'

14
15 **Note:** This example may be used for material other than friction course
16 also.

17
18 (B) **Other Than Friction Course:**

19 (1) Where the Engineer elects to waive a correction and the finished
20 pavement surface is other than friction course, the appropriate pay
21 quantity for Asphaltic Concrete shall be reduced by the equivalent
22 quantity of materials, which would have been removed and
23 replaced if the correction had been made.

24 (2) The reduction in tons [metric tons] is based on the volume, which
25 would have been removed (100 feet plus deficiency X lane width X
26 layer thickness) [30 meters plus deficiency X lane width X layer
27 thickness] multiplied by the laboratory density for the mix and
28 divided by 2,000 lbs/ton (1,000kg/metric ton).

29 **9.6.4. Rejected Surface -** Defective surface will be rejected and will be replaced with a
30 satisfactory surface at no compensation for the replaced area in accordance with
31 **Article 330-12 of the Standard Specifications.**

32 Should the rejected surface area not be corrected to the satisfaction of the PE,
33 no pay for the rejected area should be made in accordance with **Subarticle 9-5.3**
34 **of the Standard Specifications.**

ASPHALTIC CONCRETE PAY REDUCTION SUMMARY SHEET (Superpave Sieves)

Report No. _____ Type Mix _____ Date: From _____ To _____
 Financial Project ID _____ District _____ County _____
 Mix Design No. _____ Contractor _____
 Intended Use _____ Lab Density _____ Plan Thickness of Pavement _____
 Pay Item No. _____ Contract No. _____ FAP No. _____

P L A N T		LOT	Percent	Quantity of		Equivalent	
		Number	Reduction	(SY) (Tons)	(m ²) (MT)	(SY) (Tons)	(m ²) (MT)
P L A N T	A.C. Content						
	% Pass #4 (4.75 mm), #8 (2.36 mm), #50 (300 um), or #200 (75 um) Sieve						
R O A D W A Y	Density						
	Surface Tolerance						

PLANT (LOTS in tons)
 Case No. 1 Equivalent S.Y. = $\frac{\text{Tons} \times 2000}{\text{Lab. Den. (Lb/CF)} \times 0.75 \times \text{Plan Thickness (Inches)}}$

PLANT (LOTS in metric tons)
 Case No. 1 Equivalent m² = $\frac{\text{Metric Tons} \times 1000}{\text{Lab. Den. (kg/m}^3\text{)} \times \text{Plan Thickness (mm)}} \times 1000$

***ROADWAY (LOT in Linear feet)**
 Case No. 2 Equivalent S.Y. = $\frac{(\text{Lb/SY}) (\text{SY})}{\text{Lab. Den. (Lb/CF)} \times 0.75 \times \text{Plan Thickness (Inches)} \times \text{Spread} \times \text{Area}}$

***ROADWAY (LOT in meters)**
 Case No. 2 Equivalent m² = $\frac{(\text{kg/m}^2) (\text{m}^2)}{\text{Lab. Den. (kg/m}^3\text{)} \times \text{Plan Thickness (mm)} \times \text{Spread} \times \text{Area}} \times 1000$

Case No. 3 Equivalent Tons = $\frac{(\text{Lb/SY}) (\text{SY})}{\text{Spread} \times \text{Area}} \times 2000$

Case No. 3 Equivalent MT = $\frac{(\text{kg/m}^2) (\text{m}^2)}{\text{Spread} \times \text{Area}} \times 1000$

* Do not use on FC-3 & FC-6 Friction Courses

Distribution:
 State Materials Engineer
 District Bituminous Engineer
 Project Engineer
 Contractor

Submitted By _____ Date _____

Resident Engineer ** _____ Date _____

District Construction Engineer ** _____ Date _____

** Based on an engineering determination, I recommend to leave in place with the above pay reduction.



Instruction for Completion of Asphalt Pavement Straightedge Test Report

No erasures accepted, strikeout mistakes only

- 1 **Date** - Indicate the date this report was generated.
- 2 **Page Number** - Indicate the page number of this sheet.
- 3 **District** - Enter the name of the County on which the project is located.
- 4 **County/Section No.** - Indicate the county's name and the section number on which the project is located.
- 5 **Fin. Project ID** - Enter the Financial Project ID on which the test was performed.
- 6 **Type of Mix** - Indicate asphalt mix type, e.g., FC - 5, FC - 6, SP - 9.5, etc.
- 7 **Type of Pavement** - Enter X in the to indicate the type of pavement on which the testing is performed.
- 8 **Type of Straightedge** - Enter X in the to indicate the type of straightedge being used for the testing.
- 9 **Contractor** - Enter the name of the Contractor for this project.
- 10 **Engineer** - Enter X in the to indicate the name of Engineer.
- 11 **Lanes** - The lane where the test was performed. Right or left should be determined by standing on the centerline on the median, facing the direction of increasing stations, and number the lanes L1, L2, L3 etc., or R1, R2, R3 etc. This indicates that L1 is the first lane to the left of the centerline. Center lanes should be identified with the letter C. Turn lane is identified by RTL (right turn lane), LTL (left turn lane).
- 12 **Width** - Indicate the width of the lane being tested.
- 13 **Station to Station** - Enter the beginning and the ending stations of the lane being tested.
- 14 **Description of the Deficiencies or Surface Problem(s)** - Describe the smoothness deficiencies such as + 5/16 inch or - 1/4 inch and/or pavement surface problem(s) such as rutting depth 0.3 inch, cracking 1/8 inch with 15 inches in length, raveling with 25 feet in length, segregation 10 square feet, etc.
- 15 **Remarks** - Comments pertinent to the straightedge testing which are not shown elsewhere on the report. Any immediate corrections are needed and instruction was issued to the Contractor, etc. If no deficiencies were found during straightedge testing, the Report shall specifically state "No Deficiencies Were Found" in the Remark.
- 16 **QC Technician Signature** - To be signed by the Qualified Asphalt QC Technician who performed the testing.
- 17 **Verification Technician Signature** - To be signed by the Qualified Asphalt Verification Technician who verified the report at the job site during Contractor's testing.
- 18 **QC TIN Number** - Enter the QC Technician TIN Number.
- 19 **VT TIN Number** - Enter the VT Technician TIN Number.
- 20 **Disposition Code** - Enter the Following Disposition Code for the Deficiency:
 - RR: Remove and Replace.
 - LN: Leave in Place with No Payment.
 - LR: Leave in Place with Reduced Payment.
 - LF: Leave in Place with Full Payment

FINAL STRAIGHTEDGE REPORT

Email Transmittal

Date:

To: John Burnette, District Final Estimates Manager, (John.Burnette@dot.state.fl.us)

From:

Subject: FINAL STRAIGHTEDGE REPORT

Financial Project ID:

County/Section #:

Federal Project ID:

Contract #:

County:

Road # / Job Description:

Contractor:

The friction course was straightedged and the following areas did not meet the specification requirements. These areas shall be left in place with penalties assessed.

*The friction course was straightedged by _____.

Document Name: Final Straightedge Report
February 2004

IA Reviews By District

District	IA's	PAR's	Strikes
1	6	1	0
2	1	0	1
3	15	9	11
4	0	8	4
5	19	50	8
6	1	5	3
7	11	22	4
8	5	4	4

Florida Department of Transportation

District Five Final Estimates

719 S. Woodland Blvd., Deland, FL 32720
Telephone: (904)943-5367 SC 373-5367
Fax: (904)736-5349 SC 383-5349

IT IS THE RESIDENT FINAL ESTIMATE SPECIALIST'S RESPONSIBILITY TO INFORM NEW PROJECT ADMINISTRATOR'S OF THESE FINAL ESTIMATE NOTES.

District 5 Final Estimate Notes

April 23, 2006

Contract Time

CT-1 Your Contract Time Folder should include only the following:

Project Engineer Contract Time Summary (#700-050-31) and D5 Summary Sheets
Notice to Proceed letter
Begin Construction Notice
Time Extension letters (letter only, not back-up info)
Weather Day letters (letter only, not back-up info)
Time Related Supplemental Agreements / Work Orders (signature page only)
Final Acceptance Notice

CT-2 FHWA participates fully in weather day extensions. District Construction Engineer suspension and extension letters will indicate FHWA participation and non-participation. Time granted by Supplemental Agreement or Work Order should be documented on the Project Engineer Contract Time Summary in the appropriate NFAP/FAP columns. If participation is unclear contact the District Office.

CT-3 The day following issuance of the Notice to Proceed is day one of the materials acquisition period or lead time.

CT-4 The date of the Notice to Proceed is in the text of the letter and is not to be misconstrued as the date that the letter was written.

CT-5 The day of Final Acceptance must be charged.

COMPUTATION BOOK/FIELD DOCUMENTATION

CB-1 Final Estimate Sheets go in Comp Book No. 1. Multiple jobs FES all go in Comp Book No. 1 (always lead project).

CB-2 Final Estimate Sheet - Record final quantity to correct pay accuracy (as a rule use BOE and contract on PQ items/see CB-19). Avoid unnecessary trailing zeros at quantity entry. Furnish page total dollars.

CB-3 Original Comp Books - Do not erase original page numbers since the Designer may have referenced original calculations to other pages. For added pages use suffix (6-1, 6-2, etc. or 6-A, 6-B etc.) or draw one line thru the original page number and re-number.

CB-4 If you create a supplementary comp book or measurement forms folder, number every page and furnish an index page at front. Page tabs serve poorly and are easily damaged or lost.

- CB-5** In your CB include clearly worded notes to document quantity issues. These notes are beneficial to the auditor and also in the case of a quantity dispute. Use the overrun and under run lines at the bottom of the CB page. For PQ items explain any plan errors and/or field changes.
- CB-6** For those few pay items where you make a direct final quantity entry without a reference source (Mailboxes, Silt Fence, etc.), please add Field Verified or Field Counted. The designer should have furnished stations/locations.
- CB-7** Quantity support documentation folders should be numbered for easier referencing in the CB. Number in the order that the pay items appear on the Final Estimate Sheets or label the folder with the Comp. Book page number where the final pay quantity appears. Folders supporting plan matrix quantities should use plan sheet numbers (S-2, T-3). Multiple folder items will require a suffix or number extension (27, 27A / 27, 27.1) Place the number at the top of the folder tab so it can be easily seen.
- CB-8** Quantity calculations - Except for very small quantities, any item that can be computer calculated (Windows Engineering Menu recommended) should be. The slope pavement program works well for areas where station to station measure is not required or feasible (pavement removal, geotextile fabric, some sod areas). Uniform width items (paved shoulders, shoulder rework, strip sod) are easily measured by deducting tabulated breaks (turnouts, bridges, exceptions) from the overall length.
- CB-9** Computer generated quantities require source documents. Include the original forms/field books with your estimate package. If data was entered into a laptop in the field, write a statement saying that the electronic data is the source record.
- CB-10** Do not copy or erase in field notes as these may be required as evidence in an arbitration or lawsuit. Correct the error by striking through, inserting the correct data, initial and date. Computer printed summaries are acceptable.
- CB-11** Decimal accuracy - Carry at least one more decimal in all preliminary calculations. When using conversion factors at least four decimal places are needed.
- CB-12** Project Limits, Construction Limits and Exceptions - Most work outside the limits is the contractor's responsibility. He disturbed adjacent work and he must repair at his own expense. Strike through and correct the stations deemed to be the contractor's responsibility. Work shown on the plans to be done outside the established limits is approved work (MOT sheets, detours, pavement marking, etc.). See CPAM Section 7.3 and 7.4 concerning limits extension. Pollution control items may be used outside the limits with only your comment.
- CB-13** Supplemental Agreements - Backup calculations for items to be paid at a unit price are a final estimate package requirement. Lump Sum claim settlements by SA require only a single CB page entry.
- CB-14** Supplemental Agreements and Plan Quantity Concept -- SAs bring about changes and all/most SA changes should be viewed and evaluated as change. We will continue to follow your decision as to error or change, but you must clearly identify/label each.
- CB-15** Plan Quantity Items -- The EOR is required to have good design backup calculations. All that is required in the CB to support payment of PQ are the shapes with the area. If the contractor disputes a PQ quantity it is his responsibility to prove the error. See section 9 of the specs and chapter 2 of the Prep & Doc Manual.
- CB-16** When you move the designer **quantity** to the Final column you are saying that there are no errors and/or changes which meet PQ criteria.

- CB-17** Plan Quantity as applies to multiple job contracts - Compare your all job net plan error to the contract quantity to determine if an adjustment is due, either in excess of 5% of the Contract quantity or \$5,000. If the Contract comparison dictates an adjustment, then each job is adjusted, independent of the size of the adjustment.
- CB-18** Pay PQ items to the same accuracy as shown in the Contract, providing no change is made per Section 9-3.2. If a change is made, round per Basis of Estimate Manual.
- CB-19** Station to station measurements should agree with your entered length. In those cases where they do not (pavement marking, sod, etc.), a note "stations are for location only" or "station is approximate" will avoid auditor questions. This note is to be used at the applicable station and is not intended to be a blanket statement.
- CB-20** MOT Daily Log - Contractors will submit MOT Certified Invoice on the proper DOT Form. If contract time runs out continue to require MOT certification. Put a remark, "end of contract time", on the line that is the last contract day.
- CB-21** Field Office - Payment documentation is only the beginning and ending dates. No log is required.
- CB-22** Off-Duty Law Enforcement Officer - Contractors will submit MOT Certified Invoice on the proper DOT Form.
- CB-23** Off-Duty Law Enforcement Officer payment is allowed after contract time expires. Continue to keep a daily record of hours.
- CB-24** Remove Existing Pavement - Use remarks column to identify what you are measuring. When measuring curb & gutter exclude the inlet throat index dimension (paid with removal of inlet under another item). Under newer contracts read your Contract and Plan Notes very carefully. Curb & Gutter, Sidewalk, Ditch Pavement Etc. paid under Clearing & Grubbing. Only Roadway Concrete is paid under Removal Existing Pavement.
- CB-25** Bench Mark Check Levels - A copy of the Contractor's level notes is acceptable where earthwork requires same. We cannot use Contractor's original and final cross sections unless we have been fully involved in obtaining those notes. Spec 5-7.5 requires the Contractor to furnish his survey and field notes at the end of work. Of course your cross section notes must be based on the corrected bench mark elevations.
- CB-26** Benchmark Check Levels - Follow the Final Est. Prep. & Doc. Manual exactly. Do not correct your notes at each benchmark. If you are using a consultant surveyor, discuss this in advance.
- CB-27** Regular excavation is not an automatic pay quantity. Subject to Spec 9-3.2, the final pay quantity can be altered by a change in base area, final check sections, work done by others, obvious errors in the plan earthwork calculations/summary, etc. Contact the DFEO before you make an adjustment to a Lump Sum excavation item.
- CB-28** Regular Excavation - If you make an adjustment to excavation due to a change in the base area, use the same base thickness designer uses in the comp book. This adjustment is subject to Spec 9-3.2.
- CB-29** Embankment - Adjust Embankment quantity for any change in the plan quantity of subsoil excavation. This adjustment is not subject to Plan Quantity rules or \$1,000 earthwork tolerance.
- CB-30** Final Check Sections - Only bound field books may be used for recording check section notes. (Prep. & Doc. Manual)
- CB-31** Cross Section Waivers - None are automatic. A waiver is required for every project. Your request will allow the DFEO an opportunity to get involved early.

- CB-32** LBR Stabilizing - Extra thick base in lieu of stabilizing is a DCE or EOR decision, used infrequently and for good cause. If Contractor substitutes 6" limerock for stabilized subgrade, no documentation is required. Also see Spec 160-2, last paragraph.
- CB-33** Thickness cores - When pay/acceptance cores are taken by the field office, the penciled record of measurements is the source document and must be included in the estimate package, in addition to the computer produced calculated average sheets.
- CB-34** When making thickness adjustments, let the decimal "float" x unadjusted area:
- | | | |
|--------------------------|---|--------------------------------|
| 6.80/6.50 = 1.0461538... | x | 36, 117 SY = 1,667 SY increase |
| NOT 1.05 | x | 36, 117 SY = 1,806 SY increase |
- CB-35** Optional base thickness adjustment is 5% maximum. Allowed thickness may be in error.
- CB-36** When asphalt base is chosen as the option then Section 234 of the spec's is used. You do not core the base! A spread rate adjustment will be done instead of a thickness adjustment. See D5 Web page for examples and spread sheet to make this adjustment. Contact DFEM for help.
- CB-37** Pre-printed Asphalt Tickets - An asphalt plant ticket pad cover is required. The required pad cover information is in the Prep & Doc. Manual. Please do not use a pad cover larger than the ticket pad. When plant printed accumulated total is incorrect or difficult to follow, create an adding machine tape to clarify pad pay amount and attach to the top (first) ticket.
- CB-38** An asphalt summary sheet is required and should always be in tons. Asphalt should be separated by pay item. Move the summarized quantities to the CB and calculate the overall yield on square meter/square yard items and miscellaneous asphalt. Compare your yield with the core data and plan thickness to identify possible summary errors.
- CB-39** Straight-edge penalties - The DCE must approve surface course left in place without pay, Spec 330-12.3.5. Include a copy of the resident's recommendation and DCE concurrence in your final estimate package. If project is under CQC then handle according to the new spec.
- CB-40** Friction Course - Limited to 105% of the authorized spread rate tons. Include in your CB the authorized rate documentation for that project. Pay all of quantities under the original CPF's and add item to deduct tonnage over 105% spread rate. Deduct this at the original unit price. Do not try to separate into CPF's!
- CB-41** Miscellaneous Asphalt - Cannot be used in areas subject to traffic per spec. 339-1, unless a plan note clearly allows this use. Use Item No. 334-1 or Work Order. Required documentation for this item is a Road Report, FDOT Design Mix (no open grade), Tickets with cover and measurements. No pay for tonnage over 105% of the plan thickness.
- CB-42** Desilt Box Culvert - The BOE, allowing tally sheet documentation is acceptable, but a bound field book is preferred. We must have field measurements and calculations. The average end area method is preferred.
- CB-43** Piling - The orange bound pile record book should be complete. Reduce and tape into the indexed book the authorized pile length letters, authorized splices and pile driving criteria memos.
- CB-44** Piling Record Field Books - Organize pages in pile number sequence and not in the random order that the piles may be driven. Each book requires a summary by page number of all the pay items documented in the book.
- CB-45** Test Pile - Pile cut-off on Test Pile is paid as 5' additional test pile.
- CB-46** Sidewalk - This item is PQ, do not re-measure. You should only measure Authorized Change.

- CB-47** Bridge Expansion Joint - Should be measured per Spec 460-38.6, measured along the joint and including turn-ups into the curb or wall, unless your plans include job specific measurement instructions.
- CB-48** Plant batched Sand Cement Rip Rap – see Prep. & Doc. Manual plant tickets are required. A miscellaneous tabulation form should be used to summarize quantities and locations. For non-plant batched material where no delivery ticket is produced, use the tabulation form. We cannot pay for sand-cement which does not meet the minimum spec. 5:1 ratio requirements.
- CB-49** Rubble Rip Rap, Etc. (Weighed By Others) - Weighed in our presence or furnish a certificate of weight. Contact the DFEO for assistance.
- CB-50** Remove Existing Guardrail - For double-face, stacked or nested rails furnish a sketch to show checker what you are paying for. This is a field measured length and should include end panels.
- CB-51** Resetting Guardrail - Per Article 538-5, when converting invoice amount to lineal feet of reset rail:
- 1) No supplemental agreement is required.
 - 2) Calculate equivalent rail to be added by invoice. Add that to the measured reset rail and round final quantity to nearest L.F.
 - 3) Furnish invoice with Final Estimate package.
- CB-52** Small quantities of Mulch, Fertilizer may be paid to 1/1000. Add a note, "Paid to 1/100, 1/1000 due to small quantity."
- CB-53** Conductor - The 5% additional allowance in the BOE, is a designer crutch, and cannot be used for pay purposes. We need your complete field measurements. Measurement by meter (Reflectometer OTDR, maybe others) is possible, please consult DFEO first.
- CB-54** Pavement Marking – Monthly Certifications and Daily Work Sheets are required from the contractor. (Forms 700-050-67 & 700-050-68)
- CB-55** Contingency Work Orders must have quantity support in the Final Estimate package. The possible overlap of regular pay items will be audited.
- CB-56** Contingency Supplemental Agreements - Add a Lump Sum comp. book page for each CSA and list corresponding work orders (W.O. Item No., brief description and dollar amount). Total each page to verify that you have not exceeded the CSA amount.
- CB-57** If a Furnish and Install item is not installed but delivered to Maintenance or others, contact the DCE to do a SA at a reduced unit price. Can also be done as a work order.
- CB-58** Salvage items delivered by Contractor to off-project sites - Furnish a receipt in the final estimate package for those items. The receipt is from the receiving agency.
- CB-59** Overruns and Underruns - Descriptive and factual. Include any applicable thickness adjustments or penalties assessed. Resident Engineer should read and initial. See Prep.& Doc. Manual for details.
- CB-60** Overruns and Underruns - For Supplemental Agreement added items follow the \$5000 dollar requirement.
- CB-61** Review tentative final quantities with Contractor and selected Subs. Note any unresolved differences in your transmittal letter.
- CB-62** Incentive/Bonus Payments - Include in your CB a copy of the specification with your calculation. Note it on your CB signature page.

- CB-63** Your Final Estimate package must be submitted to the DFEO within thirty (30) days after FINAL ACCEPTANCE. If you cannot meet this deadline, advise the DCE and the DFEM by e-mail of what is causing the delay and when we can expect the package. If offer is made late, a STRIKE might be accessed.
- CB-64** Material for Driveway Maintenance – Truck measurement is preferred (102-7.4); measurement in place is acceptable for occasional use.
- CB-65** Work Orders – A Federal Aid Participating (FAP) work order with premium costs must be entered on the Final Estimate Sheet showing premium costs as Non-Federal Aid Participating (NFAP).
- CB-66** Plan Quantity Adjustments – Error or Change adjustments are to be by addition or deduction to the plan quantity. It is a wasted effort (and a procedural error) to re-measure a plan quantity item.

FINAL PLANS

- FP-1** As-Built Plans - Show all changes and additions, sign and seal significant design changes, including supplemental agreement changes. Identify the base and surface options used on the Typical Section sheet. Use black pen.
- FP-2** Key Sheet - On the lower left corner list all plan sheet numbers with as-built changes.
- FP-3** Key Sheet - On the lower right corner place the Project Engineers Certified Statement (This project was constructed in substantial compliance with these plans as provided by the Engineer of Record. If changes were made, those changes are indicated by black ink revision and bear the seal and signature of the Responsible Engineer).
- FP-4** Plan Matrix Final Quantities - Suggest you use large sheets with evidence of field entries. Submit in a folder with Final Est. Sheet reference to that folder number.
- FP-5** Final Check Cross Sections - This is a tool to get the job constructed per plans. Get them early and require the contractor to bring the job to template. FDOT personnel are incurring extra work to make these minor earthwork adjustments.
- FP-6** Earthwork verification - If at your check section plots you elect to make no adjustment, a statement to that effect is required. Something like, I have reviewed the final check sections and in my opinion no adjustment to the plan quantity is required. If you make an adjustment, then ... no further adjustment is required.
- FP-7** Signalization items - On the signalization plan sheet, if no change is made put a check mark beside the item number. If a different quantity is used, strike out the old quantity and pencil in a new quantity. Do not overlook the signal head count above. A copy of the original plan sheet is easier to follow than a field book as we can see the original work to be done.
- FP-8** Typical Section - Its a part of the Contract, and a supplemental agreement is required for any deviation from it. Reworking shoulders and sodding widths may vary, but correct the Typical Section to show as-built detail.
- FP-9** As-built pavement data sheets (Form #700-050-12) are required for every main-line typical.

DFEO memos and notes are usually interim. Recent plan notes and contract language can overrule these advisory opinions.

DFEO QUALITY CONTROL PROGRESS FIELD REVIEW

FIN / Contract #: _____

Project Admin /Final Estimate Specialist: _____

Resident Construction Office: _____ Field Review Stage: _____

A	Final Plans – P&D Manual Chapter 4	Status
1	Designer's signed and sealed plans (Record Set) used for the Final Plans.	
2	The key sheet has "Plans of Proposed" changed to "Final As-Built Plans".	
3	The key sheet has the correct information in the lower right corner.	
4	The key sheet has an index of the Final Plans in the lower left corner including final check sections.	
5	The base and friction course options have been identified/confirmed on the typical sections.	
6	Roadway As-Built Pavement Data form #700-050-12 has been completed for each Typical Section, entered into LIMS and has been incorporated into Final As-Built Plans behind the appropriate Typical Section.	
7	If plan sheet revised, original plan sheet shall have Void written on it and new sheet inserted after old sheet in Final "As Built" Plans. Except key sheet (most recent on top).	
8	Disclaimer for Project Engineer on Certifying Final "As Built" Plans	
9	All major revisions to Final Plans are listed in the bottom left corner of the key sheet.	

B	Plan Quantity Items	Status
1	For items with plan error, an analysis has been done to determine if it is greater than 5% or \$5000.00 and should be applied.	
2	The net error has been computed & compared to the total project quantity to determine if an adjustment should be applied on multi-project contracts.	
3	Adjustments to plan quantity items as a result of supplemental agreements have been applied as field changes.	
4	Measurements for adjustments to plan quantity items as a result of errors or changes have been limited to the areas added or deleted (Do not measure the entire item).	

C	Maintenance of Traffic (MOT)	Status
1	The Contractors Certified MOT Log has been turned in monthly and verified. If errors are found has been returned for corrections.	
2	Payment for MOT items has been limited to allowable contract time unless otherwise specified in the contract documents. Totals have been carried over from previous month correctly.	
3	Check that 5 day minimum requirements have been met for Advanced Warning Arrow Panel and Changeable (Variable) Message Sign (per spec 102-11.14 & 102-11.15)	

D	Contract Time	Status
1	An up-to-date time folder has been created with the "Contract Time File Label", from D5 Const. Final Est. Web Site, attached to the front of the file and the file includes all applicable items listed on the label.	
2	The Project Administrator's Contract Time Summary has been started with all contract time adjustments entered on the second page in a timely manner.	
3	The daily reports of construction have been checked against the contract time folder to ensure no work was performed during Holidays without authorization.	
4	Weather Letters checked to ensure no weather days were given on holidays.	

E	Explanation of Overruns and Underruns	Status
1	Overruns and under runs have been explained in the computation book as the items are completed.	
2	Overruns and under runs were based on the difference between original contract amount and final. (Do not use the difference between Revised comp book quantities and final)	
3	Overruns and underruns of \$5000 or more have been typed on a letter-sized document in the format that is shown in the P&D Manual Chapter 3.	

DFEO QUALITY CONTROL PROGRESS FIELD REVIEW

FIN / Contract #: _____

Project Admin /Final Estimate Specialist: _____

Resident Construction Office: _____ Field Review Stage: _____

F	Traffic Control Officers	Status
1	Is included on the Contractors Certified MOT Log. Has been turned in monthly and verified. If errors are found has been returned for corrections.	
2	Check that 4 hour minimum has been met (per spec 102-11.2).	

G	Pavement Markings	Status
1	Stations have been evaluated to ensure striping is within the construction limits and all station locations have been recognized and noted.	
2	Has Contractors Monthly Certification of Striping with all daily work sheets been turned in monthly and reviewed. If errors found returned for corrections. (Forms 700-050-67 & 700-050-68)	

H	Earthwork	Status
1	An earthwork check-section waiver has been completed and submitted to the DFEO prior to the start of the project.	
2	Changes in the base area have been examined for possible adjustments to regular excavation.	
3	Embankment adjusted/subsoil excavation overrun/under run. (P&DM, Chapter 8)	
4	A list of all trucks and their certified capacity shall be requested by the Project Administrator that will be used on D.O.T. projects at the Preconstruction Conference. (P&DM Chapter 6) A copy of the list is to be included in the final estimate.	
5	For projects with truck measure borrow excavation, if not certified each truck has been measured, entered into Engmenu, checked, and filed.	
6	For projects with truck measure borrow excavation, all deliveries have been recorded on tally sheets, entered into Engmenu, checked, & summarized.	
7	Certified Trucks have been randomly checked and documented (P&DM Chapter 6)	
8	A complete bench run has been recorded in a bound field book, checked and evaluated for tolerance requirements as per the P&D Manual Chapter 8.	
9	Temporary Bench Marks used during the Subsoil Excavation survey are referenced to the field book/page number where originally established.	
10	Check sections have been recorded in a bound field book, checked and evaluated for tolerance requirements.	
11	An Earthwork Checklist has been completed. For the form, see D5 Const. Final Est. Web Site.	
12	The final earthwork statement has been added to the plans (i.e. "The earthwork has been adjusted and no further adjustments are necessary", or "The earthwork has been reviewed and no adjustments are necessary").	

I	Optional Base	Status
1	Lime Rock Base, field core-out sheets and core-out computer printout (Engmenu) have been added to the computation book, checked, and reviewed for penalties and thickness adjustments. Adjustment Items have been added.	
2	Asphalt base spread rate has been established per 234 Spec. and documented in writing. Spread rate adjustment has been done and pay item added. Composite Pay Factors have been applied and pay items added.	
4	Contractor's Certification of Quantities for asphalt items submitted with Final Estimate Package. (Form 700-050-66).	
5	A copy of the spread rates set at the Pre-paving Meeting and listed in the minutes has been added to the computation book.	

DFEO QUALITY CONTROL PROGRESS FIELD REVIEW

FIN / Contract #: _____

Project Admin /Final Estimate Specialist: _____

Resident Construction Office: _____ Field Review Stage: _____

J	Miscellaneous Asphalt	Status
1	Design mixes, asphalt tickets and road reports have been furnished and summarized.	
2	Areas have been measured, calculated and checked.	
3	A project yield has been calculated and limited to 105% of plan spread rate.	
4	Contractor's Certification of Quantities for asphalt items submitted with monthly estimate and verified (Form 700-050-66).	

K	Asphalt Concrete Pavement (F.C. & Structural)	Status
1	An asphalt summary quantifying tons placed for each pay item by date has been created and checked.	
2	The asphalt plant and roadway reports have been reviewed and placed in estimate folders.	
3	Does the Lot Submittal Package have all supporting documentation? (P&DM Chapter 9)	
4	The tonnage tickets match the CQC reports.	
5	Unit price adjustment for each composite pay factor percentage adjustment has been done.	
6	On Lump Sum/Design Build Projects, all adjustments under 9-2.2 were made and adjustment items added.	
7	Contractor's Certification of Quantities for asphalt items submitted with Final Estimate Package. (Form 700-050-66).	
8	A copy of the spread rates set at the Pre-paving Meeting and listed in the minutes has been added to the computation book.	
9	Friction course paid by the ton has been limited to 105% of the spread rate set at the pre-paving conference.	
10	An adjustment item added for negative tonnage over 105% of set spread rate.	
11	Non density tons checked and correct quantity recorded on CPF Work Sheet.	

L	Drainage	Status
1	Final drainage quantities have been recorded on a copy of the drainage matrix (do not use signed and sealed plans) from the plans and inserted in a final estimate folder.	
2	The drainage matrices for storm sewer, cross drain and side drain pipe installation and desilting have been marked with a check if installed per plan or the new quantity has been entered along with an "E" or a "C" to specify error or change.	
3	Concrete box culvert desilting has been measured in-place and calculated by the average end area method.	

M	Grassing Items	Status
1	Sodding (and other items paid by units of area) measurements have been recorded on back & ahead sheets, entered into Engmenu, checked, and placed in a final estimate folder (field books may be used to measure small/odd areas).	
2	Manufacturer's tank capacity certification or tank measurements have been furnished for water quantities tracked by the load.	
3	Grassing items paid on the basis of weight or volume have been entered in the appropriate column of the grassing tally sheets along with an inspector's signature.	
4	Grassing tally sheets have been placed in a final estimate folder, numbered, checked, and summarized.	
5	Yields have been calculated for grassing items paid on the basis of weight or volume with unusual spread rates explained.	

DFEO QUALITY CONTROL PROGRESS FIELD REVIEW

FIN / Contract #: _____

Project Admin /Final Estimate Specialist: _____

Resident Construction Office: _____ Field Review Stage: _____

N	Final Measurements, Field Books and Computation Books	Status
1	The field books have been labeled according to the P&DM Chapter 6.	
2	The field books have been indexed and numbered correctly.	
3	The field books are free of erasures.	
4	Field measurements have been recorded in a manner consistent with Engmenu, key punched, checked, and placed in a final estimate folder.	
5	A quantity page total has been computed for those items necessary to calculate by hand in the field book.	
6	A summary by page totals has been generated for each item calculated by hand in the field book.	
7	A final estimate penalty folder has been created to document any and all material failures (i.e., density, gradation, compressive strength, DDM's, etc.).	
8	Additional computation book pages added by the construction office have been denoted as such and numbered.	
9	Pages have been added to the comp book for new items added by SA's.	

O	Signalization, Signs, and Lighting	Status
1	Items quantified by length (conduit, service wire, conductor, etc.) measurements have been recorded next to the run on a copy of the plan sheets and tabulated for each location with added or deleted runs noted.	
2	Items quantified per each or assembly (loops, signal heads, signs, mast arms, etc.) have been recorded next to the item on a copy of the plan sheets with added or deleted items noted.	
3	Grounding Electrodes have been recorded near the necessitating item in multiples of 3.05m (10ft) on a copy of the plan sheets.	
4	Copied plan sheets have been summarized in their corresponding matrix, checked, and placed in a final estimate folder.	

P	Contingency Supplemental Agreements (CSA's) & Work Orders (WO's)	Status
1	A CSA has been captured for each individual project on multi-project contracts and not the total contract.	
2	The work that was added is unforeseen and explained as such in the WO documents and attachments.	
3	The WO documents and attachments detail the work to be completed and explain why the work was necessary.	
4	All costs associated with the added unforeseen work have been documented on the WO and itemized in the attachments (i.e., negotiated costs or materials, labor and mark-up).	
5	Each WO has been added to the monthly estimate in a timely manner (1 st monthly estimate after date approved).	
6	Dollar amounts associated with federal-aid participation and non-participation have been clearly marked on the bottom right of the WO.	
7	A computation book page has been furnished for each CSA listing all WO's pertaining to that CSA including a brief description, a dollar amount, and running dollar total.	

Q	Concrete and Bridge	Status
1	Low strength failure penalties calculated according to contract. (Specifications)	
2	Adjustment to unit price for low strength failures has been made. (Specifications)	
3	Salvage tickets/invoices obtained for material turned over to Maintenance, etc. (P&DM, Chapter 9)	
4	Authorized pile casting length letters are attached in the front of the Pile Driving Record. (R&AM, Chapter 11)	

DFEO QUALITY CONTROL PROGRESS FIELD REVIEW

FIN / Contract #: _____

Project Admin /Final Estimate Specialist: _____

Resident Construction Office: _____ Field Review Stage: _____

5	The Pile Driving Record is indexed. (P&DM, Chapter 6)	
6	Survey level notes used to determine top-of-pile elevations are recorded in the Pile Driving Record. (R&AM, Chapter 11)	
7	Test Piles are designated in the Pile Driving Record. (CMDCFE)	
8	Payments for performed holes, buildups, splices, re-drives, cutoffs and set checks documented in pile driving records and related to payment according to specifications	
9	Pile cutoff elevations are correctly transferred from Contract Plans to Pile Driving Record. (Pile Driving Field Book).	

CHAPTER 2 FINAL ESTIMATES PRE-PLANNING

2.1 PURPOSE

This chapter introduces procedures for pre-planning of required final estimates documentation that will assist those charged with the responsibility of recording final quantities and preparing final estimates.

2.2 GENERAL INFORMATION

Information contained in this chapter presents pre-planning procedures to be used statewide by construction, CEI offices for documenting final pay quantities. It is intended to help construction personnel determine the pay item information that is to be documented, reviewed, and forwarded with the final estimates package to the District Final Estimates Office (DFEO).

2.3 CONSTRUCTION FIELD OPERATIONS

The Project Engineer (PE) and/or designee for the final estimate must be familiar with the specifications, method of measurement, and payment for each pay item on the project. Accurate and up-to-date field records must be kept as the project progresses to ensure that final estimates are compiled in an efficient and timely manner.

The following rules shall be observed:

2.3.1 Always check to ensure there is a computation book for each project before construction begins. Computation Books are not required on Design Build and Lump Sum Projects.

2.3.2 Final Measured Concept Items (*Subarticle 9-1.3.1 in the Standard Specifications*) - After a contract item appears for payment on the Department's monthly or progress estimate, that quantity along with supporting measurements and computations are required to be complete and in the PE's office ready for review. The following requirements are:

- (A) Site Source Records, Daily Log Sheets, Tabulation Forms, etc., will be in the PE's office to support monthly payments made.

1 (B) Field Books will be available in the PE's office to support monthly payments
2 made. (A copy can be left in the PE's office to show documentation of
3 monthly payment.) Original measurements are to be turned in when they are
4 completed.

5 (C) Final "As-Built" Plans will be updated as work progresses and in the PE's
6 office to support monthly payments made.

7 (D) Computer output forms, automatic printer tickets, etc., shall be made
8 available in the PE's office to support monthly payments made.

9 NOTE: If monthly payments are based on estimated quantities/contractor's
10 invoice, it will be so noted on the weekly workbook or other methods of
11 tracking and made available to support monthly payments.

2.3.3 Plan Quantity Concept Items (Subarticle 9-3.2 in the Standard Specifications).

12 (A.) The computation sheet in the computation book or matrix in the plans shall
13 show the location, quantity and traverse/chain name.

14 (B.) A location sketch that identifies the area, the quantity, and the reference
15 baseline/centerline name. (Note: labeling of the chain points and curves
16 and computer outputs, are not required to be placed in the computation
17 book. The Designer must keep all supporting information in his/her
18 files until the project is paid off.)

19 The location sketch that identifies the area, the quantity, and the reference
20 baseline/centerline name must be contained in the CADD files submitted to the
21 Department. The naming convention for these files should be in accordance with
22 the Department's "CADD production Criteria Handbook" Chapter 4.

23 **2.3.4 If substantial errors in the plan quantity items are detected by construction**
24 **personnel the contractor shall be advised of these errors in writing (copying the**
25 **DFEO) at the preconstruction conference or when the errors are detected. If a**
26 **question arises during the construction of a project involving quantities for one or**
27 **more of the plan quantity items, then address and correct the quantities in the**
28 **following manner:**

29 (A.) Quantity Errors of Minor nature: An example of this would be if the Designer
30 left out 1000 LF of curb and gutter and showed 100 LF. A simple correction
31 here would suffice.

32 (B.) Quantity Errors of Major Nature: An example of this would be if the Designer

- 1 left out the southwest quadrant of an intersection. Errors of a major nature
2 are to be resolved by the Designer of record. Construction will request in
3 writing, that the Designer provide detailed documentation or verify the
4 concern for the plan quantity item(s) in question.
- 5 Design must produce the backup documentation within 5 working days of the
6 request from construction.
- 7 **2.3.5** Any question on pay item interpretation, adjustment, extra work, etc., for any item
8 shall be resolved with the DFEE as it occurs. Do not wait until the end of project.
- 9 **2.3.6** Final "As-Built" Plans, payment records (i.e. tabulation forms, field books, etc.) and
10 required documents (i.e. SAs, monthly payment certifications, etc.) shall be kept
11 current as the contract progresses.
- 12 **2.3.7** Final measured items shall be reviewed to make a determination of which type of
13 measurements, sketches, and/or calculations are necessary to document final
14 payment.
- 15 **2.3.8** Removal items (ie., existing pavement (if a separate pay item), guardrail, pavement
16 markings, etc.) shall be pre-measured and recorded before that item is removed.
- 17 **2.3.9** Decisions regarding earthwork items cross sections shall be made before clearing
18 and grubbing work has started. If cross sections are waived then the waiver forms
19 shall be submitted.
- 20 **2.3.10** A computation book sheet is required and/or plan matrix for each contract item is
21 required on projects other than Design Build and Lump Sum.
22

Where ID = Index Difference = [CAPI – 1.05(BAPI)] when the API has increased between the month of bid and month of this progress estimate.

For asphalt concrete items payable by the ton [MT], the number of gallons [liters] will be determined assuming a mix design with 6.25% liquid asphalt weighing 8.58 lb/gal [1.03 kg/L].

Asphalt concrete items payable by the square yard [square meter] will be converted to equivalent tons [MT] assuming a weight of 100 lb/yd² per inch [54 kg/m² per 25 mm].

9-2.2 Non-Duplication of Payment: In cases where the basis of payment clause in these Specifications relating to any unit price in the bid schedule requires that the unit price cover and be considered compensation for certain work or material essential to the item, the Department will not measure or pay for this same work or material under any other pay item that may appear elsewhere in these Specifications.

9-3 Compensation for Altered Quantities.

9-3.1 General: When alteration in plans or quantities of work not requiring a supplemental agreement as hereinbefore provided for are offered and performed, the Contractor shall accept payment in full at Contract unit bid prices for the actual quantities of work done, and no allowance will be made for increased expense, loss of expected reimbursement, or loss of anticipated profits suffered or claimed by the Contractor, resulting either directly from such alterations, or indirectly from unbalanced allocation among the Contract items of overhead expense on the part of the bidder and subsequent loss of expected reimbursement therefore, or from any other cause.

Compensation for alterations in plans or quantities of work requiring supplemental agreements shall be stipulated in such agreement, except when the Contractor proceeds with the work without change of price being agreed upon, the Contractor shall be paid for such increased or decreased quantities at the Contract unit prices bid in the Proposal for the items of work. If no Contract unit price is provided in the Contract, and the parties cannot agree as to a price for the work, the Contractor agrees to do the work in accordance with 4-3.2.

9-3.2 Payment Based on Plan Quantity:

9-3.2.1 Error in Plan Quantity: As used in this Article, the term “substantial error” is defined as the smaller of (a) or (b) below:

(a) a difference between the original plan quantity and final quantity of more than 5%.

(b) a change in quantity which causes a change in the amount payable of more than \$5,000.

On multiple job Contracts, changes made to an individual pay item due to substantial errors will be based on the entire Contract quantity for that pay item.

Where the pay quantity for any item is designated to be the original plan quantity, the Department will revise such quantity only in the event that the Department determines it is in substantial error. In general, the Department will determine such revisions by final measurement, plan calculations, or both, as additions to or deductions from plan quantities.

In the event that either the Department or the Contractor contends that the plan quantity for any item is in error and additional or less compensation is thereby due, the claimant shall submit, at their own expense, evidence of such in the form of acceptable and verifiable measurements or calculations. The Department will not revise the plan quantity solely on the basis of a particular method of construction that the Contractor selects. For earthwork items, the claimant must note any differences in the original ground surfaces from that shown in the original plan cross-sections that would result in a substantial error to the plan quantity, and must be properly documented by appropriate verifiable level notes, acceptable to both the

Contractor and the Department, prior to disturbance of the original ground surface by construction operations. The claimant shall support any claim based upon a substantial error for differences in the original ground surface by documentation as provided above.

9-3.2.2 Authorized Changes in Limits of Work: Where the Department designates the pay quantity for any item to be the original plan quantity and authorizes a plan change which results in an increase or decrease in the quantity of that item, the Department will revise the plan quantity accordingly. In general, the Department will determine such revisions by final measurement, plan calculations or both.

9-3.2.3 Specified Adjustments to Pay Quantities: Do not apply the limitations specified in 9-3.2.1 and 9-3.2.2 to the following:

(1) Where these Specifications or Special Provisions provide that the Department determines the pay quantity for an item on the basis of area of finished work adjusted in accordance with the ratio of measured thickness to nominal thickness.

(2) Where these Specifications provide for a deduction due to test results falling outside of the allowable specified tolerances.

(3) To payment for extra length fence posts, as specified in 550-6.3.

9-3.3 Lump Sum Quantities:

9-3.3.1 Error in Lump Sum Quantity: Where the Department designates the pay quantity for an item to be a lump sum and the plans show an estimated quantity, the Department will adjust the lump sum compensation only in the event that either the Contractor submits satisfactory evidence or the Department determines and furnishes satisfactory evidence that the lump sum quantity shown is in substantial error as defined in 9-3.2.1.

9-3.3.2 Authorized Changes in Work: Where the Department designates the pay quantity for an item to be a lump sum and the plans show an estimated quantity, the Department will adjust compensation for that item proportionately when an authorized plan change is made which results in an increase or decrease in the quantity of that item. When the plans do not show an estimated plan quantity or the applicable specifications do not provide adjustments for contingencies, the Department will compensate for any authorized plan change resulting in an increase or decrease in the cost of acceptably completing the item by establishing a new unit price through a supplemental agreement as provided in 4-3.2.

9-3.4 Deviation from Plan Dimensions: If the Contractor fails to construct any item to plan or to authorized dimensions within the specified tolerances, the Engineer, at his discretion will: require the Contractor to reconstruct the work to acceptable tolerances at no additional cost to the Department; accept the work and provide the Contractor no pay; or accept the work and provide the Contractor a reduced final pay quantity or reduced unit price. The Department will not make reductions to final pay quantities for those items designated to be paid on the basis of original plan quantity or a lump sum quantity under the provisions of this Article unless such reduction results in an aggregate monetary change per item of more than \$100, except that for earthwork items, the aggregate change must exceed \$5,000 or 5% of the original plan quantity, whichever is smaller. If, in the opinion of the Engineer, the Contractor has made a deliberate attempt to take advantage of the construction tolerances as defined in 120-11.1 to increase borrow excavation in fill sections or to decrease the required volume of roadway or lateral ditch excavation or embankment, the Department will take appropriate measurements and will apply reductions in pay quantities. The Department will not use the construction tolerance, as defined in 120-11.1, as a pay tolerance. The construction tolerance is not to be construed as defining a revised authorized template.

9-4 Deleted Work.

The Department will have the right to cancel the portions of the Contract relating to the construction of any acceptable item therein, by the payment to the Contractor of a fair and

requirements of Design Standards, Index No. 600 and have been properly maintained will be paid for at the Contract unit prices for Barricade (Temporary).

102-11.9 Barrier Wall (Temporary): The Contract unit price for Barrier Wall (Temporary) will be full compensation for furnishing, installing, maintaining, and removing the barrier wall. When called for, the Contract unit price for Barrier Wall (Temporary/Relocate) will be full compensation for relocating the barrier. The certified quantity to be paid for will be determined by the number of sections times the nominal length of each section.

102-11.10 Lights, Temporary, Barrier Wall Mount: The number of Type C Steady Burn lights, mounted on barrier wall, certified as installed/used on the project, meeting the requirements of the Design Standards and have been properly maintained will be paid for at the Contract unit price for Lights Temporary, Barrier Wall Mount.

102-11.11 Glare Screen (Temporary): The certified quantity to be paid for will be determined by the number of sections times the nominal length of each section.

102-11.12 Temporary Vehicular Impact Attenuator:

102-11.12.1 Redirective: The quantity to be paid for will be the number of Temporary Vehicular Impact Attenuators (Redirective) certified as installed/used and maintained on the project, including object marker.

102-11.12.2 Inertia: The quantity to be paid for will be the number of Temporary Vehicular Impact Attenuators (Inertia) modules to form each attenuator and certified as installed/used and maintained in accordance with the plans and Design Standards, Index No. 417.

102-11.13 Temporary Guardrail: The quantity to be paid for will be the length, in feet [meters], of temporary guardrail constructed and certified as installed/used on the project. The length of a run of guardrail will be determined as a multiple of the nominal panel lengths.

102-11.14 Advance Warning Arrow Panel: The quantity to be paid at the contract unit price will be for the number of advance warning arrow panels certified as installed/used on the project on any calendar day or portion thereof within the contract time.

102-11.15 Changeable (Variable) Message Sign: The quantity to be paid at the contract unit price will be for the number of changeable (variable) message signs certified as installed/used on the project on any calendar day or portion thereof within the contract time.. Payment will be made for each Changeable (Variable) message sign that is used during the period beginning fourteen working days before Contract Time begins as authorized by the Engineer.

102-11.16 Portable Highway Advisory Radio System: The quantity to be paid for will be the number of portable highway advisory radio system certified as installed/used on the project on any calendar day or portion thereof within the contract time, will be paid for the contract unit price for portable highway advisory radio system.

102-11.17 Portable Regulatory Signs: The quantity to be paid for will be the number of portable regulatory sign certified as installed/used on the project on any calendar day or portion thereof within the contract time, will be paid for the contract unit price for portable regulatory sign.

102-11.18 Radar Speed Display Unit: The quantity to be paid for will be the number of radar speed display units certified as installed/used on the project on any calendar day or portion thereof within the contract time, will be paid for the contract unit price for radar speed display unit.

102-11.19 Safety Warning Transmitter: The quantity to be paid for will be the number of safety warning transmitter certified as installed/used on the project on any calendar day or

DOCO Email

To: Project Administrator

Copy: FDOT Project Manager, FDOT Resident Engineer or Sr. Project Engineer, Robin Woods, Steve Lange, Jonathan Duazo

Subject: Fin # 000000-0-00-01; Contract # 00000; Offer of Final Pay & Sitemanager Training

District Operations Contract Office (DOCO) has received your Notice of Final Acceptance on the above referenced contract.

Contract No. _____ was Final Accepted on _____ DATE.

Your Final Estimate is due into DOCO no later than on the 30th day after the final acceptance date.
_____ DATE.

The Offer of Final Payment must be made to the Contractor no later than on the 30th day after final acceptance. We would like you to go through the Final Estimates Offer and SiteManager training at our office in Deland somewhere around the 25th day after final acceptance. _____ TENTATIVE DATE.

PLEASE CALL to schedule a date to go through training which includes generation of the (Final) Progress Estimate and preparation of an Initial Offer of Final Payment package. If you are not ready to turn in your Final Estimate or not ready to finalize your Offer of Final payment at the 25 day timeframe, you can still go through the training. You do not have to turn in your Final Estimate or make the Offer on the day of the training.

Please be reminded that the following should be completed **PRIOR** to training:

1. Check D-5 website for current D5 forms. <http://d5web/operations/01/Final%20Estimates.htm>
2. **WARRANTIES** – ALL warranties (Landscape, Signal, Asphalt, Concrete, etc) must be in a labeled folder, with the original warranty bond (N/A for Value Added Asphalt and concrete unless contract specifically requires the issuance of a warranty bond) along with a hard copy of the actual warranty language from contract documents (Specs. FSA's, RFP (Design Build), etc).
3. **All warranty information is entered into Sitemanager.** For Directions on warranty information: <http://d5web/operations/01/Final%20Estimates.htm>
4. Comp book Final Quantities match Sitemanager Final Quantities.
5. Contract Time summary should match time in SiteManager.
6. All material issues are clear.
7. CPPR rating is entered into Sitemanager within 10 days of Final Acceptance. Make sure the score is entered with the decimal point at the end – 98.00 NOT .98. This score CAN be revised in the future.

If you owe the contractor a substantial amount of money, generate a progress estimate to pay contractor and leave the estimate in PENDING status. Call/E-Mail Steve Lange or Robin Woods to approve this estimate for payment PRIOR to training. THIS PROGRESS ESTIMATE MUST BE PAID PRIOR TO GENERATING A (FINAL) PROGRESS ESTIMATE IN YOUR TRAINING FOR SUBMITTAL TO THE CONTRACTOR.

If you have any questions please contact me or Robin Woods 386/943-5367.

Thank you,

TOPIC 3

DISTRICT 5 CONSTRUCTION PROCEDURE

April 2006

TOPIC: Un-Used Initial Contingency Amounts and Contingency Supplemental Agreement Funds

RE: CPAM 7-4-7

“Unused Contingency Supplemental Agreement funds and Contingency Pay Item funds should be unencumbered at final acceptance of all contract work.”

RESIDENT OFFICE RESPONSIBILITIES

At Final Acceptance of a contract, submit the spreadsheet(s), District Five Spreadsheet Contingency for Money,

[http://d5web.d5.dot.state.fl.us/operations/01/DCO%20Reference%20Guide/Supplemental%20Agreements/Spreadsheet%20for%20Contingency%20\(Blank\).xls](http://d5web.d5.dot.state.fl.us/operations/01/DCO%20Reference%20Guide/Supplemental%20Agreements/Spreadsheet%20for%20Contingency%20(Blank).xls)

for each Initial Contingency and Contingency Supplemental Agreements on each of the Financial Numbers for that contract.

The spreadsheet(s) should list each Field Supplemental Agreement (FSA) and Work Order (WO) that has been paid and written against that financial number. Any monies left on the Initial Contingency or the Contingency Supplemental Agreement that is not committed to a FSA or WO for payment will be disencumbered.

Email these spreadsheets to Cyndi Pendarvis Cyndi.Pendarvis@dot.state.fl.us at final acceptance of the contract.

DISTRICT OFFICE RESPONSIBILITIES

All uncommitted funds remaining on each Initial Contingency and Contingency Supplemental Agreement will be unencumbered in the Contract Fund Management (CFM) System.

