# FEDERAL AID CONTRACT ADVIINISTRATION AND CONTRACT MODIFICATIONS

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# FEDERAL AID AND CONTRACT MODIFICATION

- Federal Aid
- Communication
- Contract Modifications
- Project Closeout

# FEDERAL AID

 FHWA's and Michigan Department of Transportation's (MDOT) Stewardship and Oversight Agreement

 MDOT is responsible and accountable for LPA compliance with all applicable Federal laws and requirements (23 USC 106(g)(4) & 23 CFR 635.105(c)).

# COMMUNICATION

- Early involvement with MDOT
- <u>Timely Communication</u>
- Sharing draft documents
- Advance notice of potential issues

# CONTRACT MODIFICATIONS

- Contract Modification BoHIM 2012-03
- Original items
- Extra Items
- Adjustment Items
- Extension of Time

## **BOHIM 2012-03**



DATE: February 28, 2012 TO: Region Engineers Region Associate Delivery Engineers Region Construction Engineers TSC Managers Construction/Project Engineers FROM: Gregory C. Johnson, P.E. Chief Operations Officer Randy R. Van Portfliet, P.E. Bureau Director of Field Services SUBJECT: Bureau of Highway Instructional Memorandum 2012-03 Processing Contract Modifications (Supersedes BOH IM 2004-14) This instructional memorandum sets forth changes to the Michigan Department of Transportation

(MDOT) contract modification process for construction contracts. The procedures in this BOH IM are effective immediately and apply to all MDOT highway construction projects involving federal and/or state funding including all federally funded local agency projects. This procedure supersedes the procedures set forth in Section 103 of the MDOT Construction Manual and BOH IM 2004-14.

References to standard specifications in this document refer to either the MDOT 2003 Standard Specifications for Construction or the MDOT 2012 Standard Specifications for Construction, and the selection will be whichever specification is referenced in the project's contract documents. References and citations in this BOH IM will refer to the new MDOT 2012 Standard Specifications for Construction but in any case where discrepancies between the specifications exist, the engineer shall refer to the applicable procedures in the respective governing specifications.

This BOH IM contains multiple hyperlinks in both the Table of Contents and throughout the document for easy reference to other sections or attachments. To use the underlined hyperlinks just hold the "control" key and click on them with your mouse.

http://www.michigan.gov/documents/mdot/MDOT\_IM12-03\_378058\_7.pdf

## EXAMPLE CONTRACT MODIFICATIONS



### **Contract Modification**

Michigan Department of Transportation

FieldManager

#### Contract:

Cont. Mod. Number	Revision Number	Cont. Mod. Date	Electronic File Created Yes	Net Change	Awarded Contract Amount
Rou	te	Mana	aging Office	District 03009	Entered By

### **Contract Location**

New structure for new route

### Short Description

Progress Increases and Extras

#### **Description of Changes**

- A. Original Contract Amount:
- B. Current Contract Value (including this revision):
- C. Net Total:
- D. Net Percent Change:
- E. FHWA Oversight Project
- a. FHWA Area Engineer:
- F. Revision Summery: This Contract Modification requires Tier 1 and FHWA approval.

Authorization is requested to make progress increases and decreases as shown and add the extra items listed.

## ORIGINAL ITEM REASON EXAMPLES

Authorization is requested to make progress increases and decreases as shown and add the extra items listed.

### Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Clean Washed Stone, LM	3037 <mark>0</mark> 21	0370	0370		0001	Original	1,400.000	Cyd	31.00000	\$43,400.00
Reason: It was ne design for the So floodplain.										
Culv, CI E, 15 inch	4010540	0510	0510		0001	Original	5.000	Ft	30.00000	\$150.00
Pile, Steel, Furn and Driven, 14 inch	7050034	1780	0230		0002	Original	-2,699.200	Ft	60.00000	\$-161,952.00
Reason: Final bal Pier 10, plan 5,70						ced 5,181.8 ft,	difference -21	B.2 ft.		
Pile, Steel, Furn and Driven, 14 inch	7 <mark>050034</mark>	1780	1740		0002	Original	-2,327.300	Ft	60.00000	\$-139,638.00
Reason: Final bal 6,029.9 ft, differer difference -1,277.	nce -110.1 f									

## MODIFIED ORIGINAL EXAMPLES

Dr Structure, 24 inch dia 4030200 5240 5060

0001 Modified

1.000 Ea

955.00000

\$955.00

Reason: Used on I-96 EB on the median temp Widing, to fit in the slope. The item code, item description and unit price for this modified original have been verified against the original contract item and are correct.



## EXTRA'S REASON EXAMPLES

### New Items

	Item	Prop.	Proj.				Propos	ed		
Item Description	Code	Line	Line	Project	Catg.	ItemType	Quant	ity Unit	Unit Price	Dollar Value
_ Abandon Well, Seal	8357050	3365	1580		0001	Extra	1	000 Ea	630.00000	\$630.00

Reason: A. What Was Done: The contractor was directed to remove and abandon the water well associated with the field office at as detailed in WO# 42.

B. Why Was It Done: The field office water well was found to be in conflict with the final grading and restoration of the right of way.

C. Are There Any Offsetting Items For This Work: No specific line item in this contract, but water well removal was removed from previous federal contract JN 86168, at a cost savings to that contract and the cost for field office rental was not incorporated into existing contract.

D. Is the Work Expected to Impact Contract Time or Open to Traffic Dates? No impact to contract time or open to traffic date.

E. Is This a Design Error or Due to Changed Conditions: Changed conditions.

F. Who Has Reviewed the Proposed Contract Revisions: MDOT Grand Rapids TSC, MDOT Grand Region, FHWA

G. How was the Price Established: The unit price was negotiated with the contractor and evaluated by the engineer based on the estimated amount of work to be performed. The price was found to be acceptable based on complexity and time requirements.

H. Documentation: See Project Wise E103 for Back up Documentation.

## 1100A, TIME EXTENSION (CM), & LIQUIDATED DAMAGES

- 1100A form
- Extension of Time Spec Section 108.09
- Extension of Time Contract Modification
- Office Generated Extension of Time
- Liquidated Damages Contract Modification, Spec section 108.10

## **1100A FORM**

DISTRIBUTION: Or FROM: (Contractor)				T to extend length of cor			FIL
				DITIONAL SHEETS			FIL
		copies - consactor	TO: (Project I		ication arter intal action)	DATE	
HOM. (Contractor)			TO: (Project)	ngmeen)		UNIE	
CONTROL SECTIO	N - JOB NO.				FED. PROJECT N	0.	
REASON(S) FOR F	EQUESTED EXTER	NSION OF CONTRAC	CT TIME (Explain in d	tal)	•		
			_				
THIS EXTENSION			CONTRACTOR (S	ignature)			DATE
Cale	ndar Days	Work Days					
DATE LET		DA	TE AWARDED		DATE STARTED		
ORIGINAL OPEN T	O TRAFFIC DATE			ORIGINAL CONTRA	CT COMPLETION		
PRO IECT ENGINE	ERICONSTRUCTIO	N ENGINEER (Signa	the second s			DATE REC	
PROJECT ENGINE	ERICONSTRUCTIO	IN ENGINEER (Signa	nune)			DATE RECO	EIVED
						DATE REC	
TSC / Region Cons	truction Engineer (S)	gnature)				DATE RECI	EIVED
ACTION							
	REQUESTED	RECOMMENDED NUMBER	REVISED OPEN	CONTRACT		REMARKS	
EXTENSION REQUEST	NUMBER		TO TRAFFIC	COMPLETION			
EXTENSION REQUEST NUMBER	NUMBER OF DAYS	OF DAYS					
REQUEST	NUMBER	OF DAYS					
REQUEST	NUMBER	OF DAYS					
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## **EXTENSION OF TIME CM**

Reason: Video Taping Sewer and Culv Pipe was added to the contract when the inspection staff discovered a drainage structure cover appeared to be damaged due to settling. The structure was located on M-11 (Wilson Ave) at STA 364+45 (RT) just south of the Meijer Commercial Drive. The structure and sewer was found to be intact and not damaged. The price was negotiated with the Contractor and evaluated by the Engineer based on the estimated amount of work to be performed. The price was found to be acceptable based on complexity and time requirements. Supporting documentation for this item can be found in projectwise folder 205 and the Supporting Documents Folder of 103. The addition of this item did not delay the open-to-traffic date or completion date.

			Total D	ollar Value:	\$2,021.75
Time Extensions					
Site Description	Site Type	Original Compl. Date/Days	Additional No. of Days	New Compl. Date/Days	
00 Site 00	Completion Date	8/3/2015		11/1/2015	

Reason: In order to ensure proper growth and restoration the contract completion date will be extended until November 1, 2015. The restoration has not had the appropriate time and weather conditions to adequately germinate and ensure proper growth. The extension of time was discussed with the contractor and deemed reasonable based on the original completion date being August 3rd which is during one of the warmest and driest months of the year. Backup documentation including Extension of Time Request, Form 1100A can be found in the project folder.

Contract:

Cont. Mod.: 3

Page 3 of 5

Michigan Departr of Transportation	on EXT		n required by MDOT to	and and include of another		
1100A (10/00)	•		VERSE SIDE OR AL			FIL
DISTRIBUTION: C	riginal - Project Engin	eer; Copies - Contr	actor, Lansing Constru	ction & Technology (with	h Recommendation Authoriz	ation ONLY)
FROM: (Contracto	n		TO: (Project 8			DATE
			Tanya Paw	hukiewicz		08/06/15
CONTROL SECTION	ON - JOB NO.				FED. PROJECT N	¥O.
EASON(S) FOR	REQUESTED EXTEN	ISION OF CONTRA	CT TIME (Explain in de	etal):		
Request to ext	tend the contract	for 96 days for	slope restoration	items. Slope resto	oration items require a	dditional time to meet th
MDOT growt	h requirements.	The contract w	as set up to have s	eed placed in Aug	ust which is a very ho	ot and dry month.
Extending the	contract 96 days	s will ensure pro	oper growth of the	restoration items		
THIS EXTENSION			CONTRACTOR SI	0.117 ID5		DATE
	endar Days	Work Days		UNIT UNE	ciglially signed Dis Ch Bidellith maar	08/06/1
DATE LET		In	ATE AWARDED	1	DATE STARTED	
	11/07/14			2/16/14		06/08/15
RIGINAL OPEN	TO TRAFFIC DATE			ORIGINAL CONTR	ACT COMPLETION	
	08	3/03/15		8/3/15		
ROJECT ENGINE	EER/RESIDENT ENG	A state of the second second				DATE RECEIVED
		INCER (oignable)	Distance of			
	ON:		ender days in orde	er to fulfill enviror	amental requirements	08/06/15
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## EOT OFFICE GENERATED

### **Short Description**

Extension of Time II

### **Description of Changes**

- A. Original Awarded Amount: \$ 2,562,407.85
- B. Current Net Contract Amount: \$ 2,514,515.43
- C. Total net difference (B-A) \$-(47,892.42)
- D. Total net percentage change (C/A) 1.87%
- E. MDOT Oversight
- F. Revision Summary: This contract is at the Tier I threshold.

Authorization is requested to extend the contract completion date for reasons described below.

### **Time Extensions**

Site Site Description	Site Type	Original Compl. Date/Days	Additional No. of Days	New Compl. Date/Days	
00 Site 00	Completion Date	6/5/2015		10/7/2015	

Reason: As mutually agreed upon between the Department and the Contractor, the contract completion date shall be extended sixty-one (61) calendar days from August 7, 2015 through October 7, 2015 without the assessment of liquidated damages, or an adjustment for traffic control. The extension is necessary due to the Kent County Bike Path Project that is to be completed in Late September of 2015. The proposed ADA ramps at the 3 mile Road and M-37 (Alpine Avenue) intersection will be the crossing for the proposed bike path. MDOT, the County and the Contractor agreed to coordinate the construction of the projects to simultaneously construct the ramps and the bike path to minimize impacts to motorists and provide a more quality product for the bike/pedestrian traffic.

## **CONTRACT MODIFICATIONS** WITH LIQUIDATED DAMAGES

- A Extension of Time should be on the same Contract Modification as the Liquidated damages, to extend the contract to the end of the work.
- Liquidated Damages should be a Dollar Item.

Michigan Department	t of Transporta	tion						1/17/2015 2:11   FieldManager 5
Contract:		Hot mix asph	alt cold millin	ng and resurfa	cing, detail 8 joi	nt		
Cont. Mod. Number	Revision Number	Date	File C	reated	Net Change	Awa	arded Contra	
14 Rout		11/17/2		es	\$-47,700.00 District		\$5,464,99	
M-11	e	GRTSC	Managing Of	nice	03009		Entered	B¥
Short Descrip EOT & Liquidate Description ( A. Original Awan B. Current Net C C. Total net diffe D. Total net perc	d Damages of Chang ded Amouni ontract Amo rence (B-A)	es t: \$ 5,464,997 punt: \$5,558,5 \$93,552.28	550.27					
E. MDOT Oversi	aht							
Authorization is r Extend the open	mary: This requested fo to traffic co	or the Extension mpletion date	on of Time #3	and assessment	September 5, 201	5 (4 calend	lar days) with	nout the
Authorization is r	mary: This requested for to traffic co quidated da due to the ject. See to The assession	or the Extension mpletion date mages or add additional Sui he backup door ment of the ne	on of Time #3 from Septem itional traffic o bgrade Under cumentation in ew Liquidated	and assessmen ber 1, 2015 to S ontrol costs. Ju cutting, Type II Projectwise Fo Damages item	September 5, 201 ustification for the that was required older 103-Contrac as shown below,	5 (4 calend extension of the Cor t Modificat extends th	dar days) with of time inclue tractor in ord ions and Exte e open to tra	nout the des an ler to ension of ffic
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# **PAY ESTIMATES**

- Prompt Pay BoHIM 2012-12
  2124 (MERS)
- All Pay Estimates Need to be Submit to MDOT Local Office
- E-Signatures

## **BOHIM 2012-12**



### OFFICE MEMORANDUM

DATE: October 10, 2012

- TO: Region Engineers Region Associate Operations Engineers Region Construction Engineers TSC Managers TSC Construction Engineers
- FROM: Gregory C. Johnson, P.E. Chief Operations Officer

Randy R. Van Portfliet, P.E. Bureau Director of Field Services

#### SUBJECT: Bureau of Highway Instructional Memorandum 2012-12 Timely Progress Payments to Contractors

MDOT has always provided a clear message to construction offices regarding the expectations for timely contractor payments. This has been discussed in a number of recent venues including the previous two annual MDOT Statewide Construction Alignment Conferences as well as region wide construction business team meetings. The industry has recently provided several examples of concern regarding our payment and construction administration practices. While MDOT Executive Leadership believes that these cases are isolated and not a reflection of our overall success, they do believe there are a few messages that warrant field engagement in order to ensure continued efficient construction contract administration.

Michigan and its contracting industry are still experiencing tough economic times; therefore, it is imperative that we keep contract payments flowing to contractors for satisfactorily completed work. MDOT field staff need to be pro-active in resolving project level disputes on quantities/claims and timely in processing pay estimates and contract modifications on all projects. Similar expectations are placed on the administration of local agency construction projects and MDOT needs to have an active role in the oversight of the local agency program.

Industry has been encouraged to follow standard protocol when seeking resolution on unresolved project level issues they feel are not receiving timely attention. If issues are unresolved at the project level, they are expected to first contact the TSC manager. The next and subsequent contacts will be the Region Engineer then the Engineer of Construction Field Services (CFS). Direct contact with executive leadership has been discouraged as this eliminates efficiencies and hinders local relationships.

http://www.michigan.gov/documents/mdot/MDOT\_IM12-12\_401457\_7.pdf

## 2124 (MERS)

Слот	Department of Transportation	8	Michigan
Michigan.gov Home	MDOT 2124A / ARRA Reporting System   Contact		Sign Out
	MDOT 2124A / ARRA Reporting System	1	
Home	2124A Bi-Weekly Data Entry	Reports	Help
MDOT - 212	4A Bi-Weekly Data Entry	We	elcome Thomas Tellier

() Step #1: Select a Project and a Bi-Weekly Period Ending from the list and calendar control below. Click on the TextBox to open a Calendar control pop up. Then click Go.

Construction Project: Bi-Weekly Period Ending: Contract #: 41061-112069 - Hot mix asphalt cold milling and resurfacing, detail 8 joint
11/7/2015 Go

### \*\*Bi-Weekly Period: 10/25/2015 - 11/7/2015.\*\*

\*\*The Prime Contractor has submitted subcontractor/supplier payment data for this period. \*\*

\*\*The Project Manager/Engineer has approved the subcontractor/supplier payments data for this period.\*\*

EDIT/SAVE/ CANCEL	SUBCONTRACTOR, DBE SUBCONTRACTOR, DBE TRUCKER, DBE SUPPLIER OR SERVICE PROVIDER	DBE?	SERVICE/WORK	TOTAL SUB CONTRACT AMOUNT	DOLLAR VALUE OF SERVICES COMPLETED	DEDUCTIONS	COM MEN TS	ACTUAL AMOUNT PAID TO DATE
	A-1 ASPHALT, INC.			\$1,820.00	\$10,075.00	\$0.00		\$10,075.00
	C & D HUGHES, INC.	~		\$144,822.40	\$141,015.11	\$0.00		\$141,015.11
	DYKEMA EXCAVATORS, INC.			\$1,537,411.90	\$1,328,258.79	\$0.00		\$1,328,258.79
	GIVE 'EM A BRAKE SAFETY, INC.			\$72,418.72	\$54,664.47	\$0.00		\$54,664.47
	LITE LOAD SERVICES, L.L.C.			\$1,820.00	\$6,499.00	\$0.00		\$6,499.00
	M & K CONSTRUCTION SUPPLY, LLC			\$98,795.00	\$114,873.88	\$0.00		\$114,873.88
	NATURAL ENVIRONMENTAL RECLAMATION CONCEP	~		\$85,728.60	\$31,067.00	\$310.67	۲	\$30,756.33
	P.K. CONTRACTING, INC.			\$273,731.60	\$112,411.61	\$952.74	۲	\$111,458.87
	STRAIN ELECTRIC COMPANY			\$139,879.25	\$135,372.20	\$0.00		\$135,372.20
	SUPERIOR GROUNDCOVER, INC.			\$15,183.00				\$0.00
	SURVEYING SOLUTIONS, INC.	1		\$51,775.59	\$38,625.00	\$386.25	۲	\$38,238.75
	WMRA, INC.			\$508,231.75	\$438,019.61	\$4,380.20	۲	\$433,639.41

Final Report: No ?

~

# FINALS

- Contractor Performance Evaluation's (CPE)
   For Every Contractor on Project
- Request the Final Review (1147)
- Field Review
- Final Estimate
- Final Acceptance (1120)
- Post Certification of Subcontract Compliance(1386)
- Timely Finals within 120 Days of the Completion Date

# CPE'S

- If you are having problems with a Contractor, an Interim CPE can help head off Problems and make help corrected the issues with the Contractor.
- Low Final CPE evaluations stand up better when Interim CPE are done.
- Make sure you have back up documentation for low rating.

## FINAL REVIEW AND 1147 FORM

Michigan Department Of Transportation 1147 (01/12)	DISTRIBUTION: C	LESTIMATE riginal – Construction copy – Region Const	VProject E	naineer/F	MMAH	(Y				ILE 2
,	(For Local Agency   MDOT files)	projects forward origi	nal to man	aging agi	ency. Ret	ain copy f	br	PAGE	0	F
CONTROL SECTION	JOB NO.	REGION	FEDER	AL PROJ	ECT NO.			FINAL C	ONTRAC	T AN
CONSTRUCTION/PROJE	ECT ENGINEER		CONTR	ACTOR				REVIEW	DATE(S	)
PROJECT DESCRIPTION	N (Location, Limits, Le	ngth, Type)								
REVIEW	(Team Leader) 1.		з.							
TEAM	2		4.							
CONT	RACT ITEM SAMPLE	D	MEASUR PE SPECIFI	R	SIGNA AN IDENTIF	D	PRE	PLETE & SCRIBED	PRC TESTIN PROCI	IG AN
			YES	NO	YES	NO	YES	NO	YES	N
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PROJECT				PAGE OF
Were construction record files in prescribed order, cross-referenced and apparently complete?	Yes		(If No, explain in Commen	ts section below.)
Was proper cost separation made for participating and non-participating cost on quantity sheets?	□ Yes	_	(If No, explain in comment	,
Were wage rate interviews take on Federal Aid and Michigan funded projects?	□ Yes	No No	(If No, explain in comment	
Are liquidated damages involved?	Yes	No No	(If Yes, explain in commer	ts section below.)
ADJUSTED ITEMS, IF ANY.				
EXPLAIN FULLY ANY UNRESOLVED ITEMS:				
COMMENTS (Explain fully the basis of acceptance for a	any "no" an	swers above.)		
i certity that final contract quantities are supported standard specifications and special provisions, and project is in substantial conformance to requirement	by propert the level of	y prepared sour	ce documentation, paid for I sting and Independent Assu	n accordance with rance Testing for the
FINAL ESTIMATE REVIEW TEAM LEADER (Signature		as noted in this		DATE

## FIELD REVIEWS

- Local MDOT Representative will do a field review of the project.
  - Examples
    - Bike path Review on Bikes
    - Review of sidewalk and ADA ramps
- Talk about and Correct any issues found.
- Final Estimate Package.

## **1105 FINAL ESTIMATE PACKAGE CHECK LIST**

		DATE
TO Contractor Payments Unit	FROM: Construction/Project Engineer	CONTRACT ID
	age for the above mentioned project. The follow sing final estimates:	wing check list addresses the status of th
If Construction/Project Engineer is	certified, the certification expiration date is:	
If Construction/Project Engineer is was signed	not certified, the date the Final Estimate Revie	w Summary (Form 1147)
	ncentive/disincentive provisions, the TSC man determination by signing this form.	ager MUST indicate having reviewed and
	TSC Man	ager Signature
The Final Inspection/A	cceptance and Certification Report (Form 112	0) is attached.
The Final Inspection/A	cceptance and Certification Report (Form 112	0) was previously submitted on:
Project Certification (Botto		(PoDI) on the NHS)
	ould be submitted per updated as built process e and Certification Report is included (Local A	
Final Contractor Perfo	rmance Evaluation in ProjectWise or has been	submitted.
A copy (not the original	al) of the Post Certification of Subcontract Com	pliance (Form 1386) is attached.
Disadvantaged Busine committed to DBE con	t of my knowledge the contracting records hav as Enterprise (DBE) companies have been mu- apanies has been performed by the respective sted below which have been forwarded to the (	onitored on the project site and work companies with the exception of the
COMPANIES:		
	ies included for payment in this estimate have e with current published instructions and items	
	Project Engineer (Local Ag Projects)	ency Projects Consultant Engineer/ MDC
	Construction Engineer (MD	от)

## FINAL ESTIMATES

- Zero dollar is Preferred, But up to 1,000 Dollars is allowed.
- Has to be signed by the Local MDOT Construction Engineer.

Contract:		Hot mix aspha	It cold milling ar	nd resurfaci	ng, det 7 and 8	FleidManager
Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Constructi Started Da
12/04/2015	16 Pr	Michael L Stoltz ime Contractor	Final	Yes Grand Rapids	7/20/2015 Managing Office TSC	9/25/201
Pre-Voucl Project	ner Sumn	nary Voucher No	). Item Paymen		itockpile ljustment Do	ollar Amount
	lot mix asp resurfacing	halt cold 0016 g, det 7 and 8	\$0.0	00	\$0.00	\$0.0
			Tot (Does not include	al Estimated	-	\$0.0
as of the di percentage	ate of this de is and the p	ded on this report constitute cournent. I also certify the p ayrolls are current.	prime contractor is m	eeting all requir	ements for minority	
THU	Tor	m Tellier, P.E. (Construction			(Date)	•

Contract: 41061-112071

Estimate:

Page 1 of 1

## **1120 FORM**

FINAL INSPECTION/ ACCEPTANCE: ORIGINAL - Contra When applicable:	ct Services. COPIES Lansing Real Estate -	DISTRIBUTION INSTRUC - Associate Region Engineer-( Local Agency Programs Unit,	Construction Pro	ect Engine Muit-Mod	eer Ial - Freight Services
PROJECT After Region Engineer/R CERTIFICATION: Project Accounting, Asso	oclate Region Enginee	ertification form, send a copy o er-Construction, Construction Pr	roject Engineer.	FHWA, F	Inancial Operations -
CONTROL SECTION/JOB NUMBERS:	FINAL INSPECTION	ON/ACCEPTANCE REPOR			0.475
CONTROL SECTION/JOB NUMBERS:	FEDERAL PROJE	ECT NO.	FEDERAL ITE	M NO.	DATE
START DATE	ACTUAL OPEN T	O TRAFFIC DATE	ACTUAL CON	IPLETION	DATE
CONTRACTOR NAME					
TYPE OF		OVE	RSIGHT 🗌 FH	WA (PoDI	
ACTION Final Inspection/Acceptance	Project Certification	00			
		SPECTED BY	YE YE	5	NO
NAME	IN	areu IEU BT			
NAME					
TYPE OF WORK (As per proposal)					
RECOMMENDATIONS/CONCLUSIONS/REM/	ARKS				
IS PROJECT WARRANTED WARRANTY TY	PE AND WARRANTY	DOCUMENTS ON FILE	DURATION		EXPIRATION DATE
VES NO DATE NPDES NOTICE OF TERMINATION			STRUCTURE (		ICE MEASUREMENTS
SUBMITTED	DATE SITE ID NU	IMBER IS DEACTIVATED	FORM 1190?	GLEARAN	ICE MEASUREMENTS
			YES		
ITEMS NOTED ABOVE HAVE BEEN RESOLV	ED. COMMENTS:				
CONSTRUCTION/PROJECT ENGINEER				DATE	5
CONSTRUCTION/PROJECT ENGINEER					
CONSTRUCTION/PROJECT ENGINEER					
	BRIDGE INSPECTIO	DATE REQUESTED	D	ATE COM	IPLETED
		DATE REQUESTED	D	The second second	IPLETED
	ACCEPTANO	DN:		The second second	IPLETED
BRIDGE WORK: YES NO	ACCEPTANC	CE RECOMMENDED BY		The second second	
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	ACCEPTANC R ITTLE	E CONSULTANT PROJE		The second second	DATE
	ACCEPTANC R ITTLE	CE RECOMMENDED BY		The second second	
BRIDGE WORK: YES NO MOOT CONSTRUCTION/PROJECT ENGINEE CITY/COUNTY AUTHORIZED SIGNATURE I hereby certify that the construction on this proj substantially confirms to the plans and specific The project will be submitted for final certificatio	ACCEPTANC R TITLE ect. TSC I ations TSC I n If it is a FHWA Proje	CE RECOMMENDED BY CONSULTANT PROJE E MANAGER (Signature) ect of Division Interest (PoDI) of	CT ENGINEER	ATE COM	DATE DATE heck below have been
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## **1386 FORM FROM** CONTRACTOR

1386LF (09/15)		met icelatio aictes bac atolamos referatos	Submit conv of form to Engineer for file			
	INSTRUCTIONS: Contractor complete and retain original form. Submit copy of form to Engineer for filing. Submittal of this form is required before release of retainage for those projects let prior to January 2005.					
CONTRACT ID		CONTRACT AMOUNT (ORIGINAL)	DBE % REQUIREMENT			
l	of	to subcontracting, including but not lim	do hereby certify that I ha	ve complied w		

- 40 perc e original anged by spe
- provision. The Prime Contractor has used only prequalified subcontractors (whether or not a subcontract is required) unless there was no B.
- The subcontractors have performed not less than 50 percent of the total value of the subcontractors arount with the subcontractor's C.
- D.
- F
- The subcontractors have performed not less than 50 percent of the total value of the subcontract amount with the subcontractor's own organization. The Prime Contractor has met the project specific D.B.E. participation level requirement or has been granted a written waiver from the Technological Services Division. The Prime Contractor has used the designated subcontractors indicated on the Designated and Specially sheet. All required subcontracts were properly executed and signed prior to any subcontract work beginning. The Prime Contractor has maintained all required insurances and bonds throughout the life of the contract. The subcontracted: the sub-subcontractor were prequaif ed, when applicable, in all work classes that were subcontracted or sub-subcontracted. G. H.

#### Work Types not Requiring Subcontracts

Delivery of Materials*	Delivery of Traffic Control Devices"	Broker Trucking*
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\*This type of work will not impact the 60% maximum allowable for subcontracting calculation. All other work will impact the 60% maximum allowable for subcontracting.

Work types not requiring subcontracts if the amount of work does not exceed \$25,000.00

Flagging Operations Stay in Place Forms	Shearing Developers Post Tensioning of Beams	Pavement Sweeping Concrete Pumping Destructive Testing of Materials
--------------------------------------------	-------------------------------------------------	---------------------------------------------------------------------------

Sub To	Work Not Performed by Prime Contractor		"See below	
Sub	Work Performed by (including sub to sub work) If sub to sub also check box on left (see example below)	Original Amount	Final Amount Paid	
	1	\$	\$	
	2	\$	\$	
	3	\$	S	
	4	\$	s	
	5	\$	\$	
	6	\$	s	
	7	\$	S	
	8	ş	s	
	9	\$	\$	
	10	s	\$	
	11	ş	s	
	12	\$	\$	
	Total	\$	S	
	Total Page 3	\$	S	
	Grand Total			
ercentag	ge of actual DBE work performed (See Additional comments on page 2)			

Please indicate the final amount paid or the amount that will ultimately be paid.

Sub To	Work Not Performed by Prime Contractor		*See below
Sub	Work Performed by (including sub to sub work) If sub to sub also check box on left	Original Amount	Final Amount Paid
	1	s	S

## CLAIMS

- Contact the Local MDOT Representative as soon as the letter comes in.
- Work it out if you can, Negotiate in fair manor for all involved.
- Take notes of work preformed, and amount of time to do that operation.
- Spec Book 104.10

# **CLAIM EXAMPLE**

Bridge Project
Force Main Sewer Conflict
New Beam Rotation when pouring the New Deck.

Road Project

Restoration Pay limits

# **QUESTIONS???**

**Please Contact** 

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