

DISTRICT 2 CONSTRUCTION QC/QA PLAN

QUALITY ASSESSMENT GUIDE

EFFECTIVE DATE: April 17, 1998
Revised as of 12/21/10

CLAIMS (ADMINISTRATIVE)

Number 21		CRITERIA USED
1.	Is the CEI staff aware of and enforcing Specification Sections 4.3.4 and 5-12 that require the contractor to provide written notification to the Project Administrator when the contractor intends to file a claim and documentation of the work effort resulting from such claims?	CPAM 7.5.4
2.	Is the CEI staff aware that only the prime contractor can issue a notice of intent to file a claim?	CPAM 7.5.4 DELETED
3.	Is the CEI staff aware that all claims involving a utility, the utility must be notified immediately verbally and followed up in writing using the District CPAC letter?	CPAM 7.5.6.1
4.	Is the CEI staff aware that all claims require three pieces of written documentation: a. An Entitlement Analysis b. An Engineer's Estimate c. A Statement of Claim Settlement Cost	CPAM 7.5.7 DELETED
5.	Is the CEI staff aware that all claims are to be kept in a separate file and copies of all documents related to the claim are kept in this file?	CPAM 7.5.7.4
6.	Is the CEI staff aware that the contractor must provide a complete claim package as required in Specification 5-12?	CPAM 7.5.8
7.	Is the CEI staff aware and enforcing the requirement that the contractor certify all impacts and costs in accordance with Specification 5-12.9?	CPAM 7.5.7(A)
8.	Is the CEI staff developing the Entitlement Analysis addressing the items listed in CPAM?	CPAM 7.5.9.2 10
9.	Is the CEI staff aware that all claim settlements in excess of \$500,000 requires the Director of Operations to certify in writing that there are no facts or circumstances relating to the settlement, SA, or other contract modification that would indicate that such was affected by any improper influences or by any improper intervention on behalf of the contractor?	CPAM 7.5.11.3