Offsetting Liquidated Damages

You must have a pending estimate to make this type adjustment.

During the contract activation process SiteManager should be set so that the system will automatically apply Liquidated Damages when the allowable contract time has expired. This will prevent overpayment situations that commonly arise when LD assessments are delayed until after the bulk of the funds on the contract have been expended.

There are certain circumstances when you wish to make an adjustment to the automatically assessed LD's, This can happen when there is a pending time extension or claim settlement in process that will reduce or eliminate LD's.

NOTE: Do not use this adjustment without prior approval from your DCE or other appropriate authority.

NOTE: Reducing correctly assessed LD's in order to prevent a negative estimate is not a legitimate use of this adjustment.

- Double click on the Contractor Payments tab from the Main Panel.
- Double click on the Contract Adjustments icon.
- Double click on the Liquidated Damages icon.
- If you don't have a contract selected, you must do it now.
- Enter the number of days you wish to adjust.
- You are encouraged to enter all information related to why the adjustment is taking place under the Remarks field. Save your information.