

## CHAPTER 6 FIELD RECORDS

### 6.1 PURPOSE

This procedure reiterates the prescribed methods of maintaining the various field records, which the Department is required to procure in order to substantiate final estimates quantities. The methods outlined are generally applicable to any field notes, but they are particularly pertinent to those used in the calculation or verification of final pay quantities.

### 6.2 STANDARD/NON-STANDARD BOUND FIELD BOOKS

**Standard/non-standard Bound Field Book** notes are site source documents. Many times these records will be referred to by persons with little field experience or engineering background. It is important when preparing records of this type to assume that all persons who will use your notes have no familiarity at all with the work you are recording.

**Standard/non-standard Bound Field Books** are extremely important as site source records for establishing pay quantities. They may be required as evidence in any arbitration or lawsuit. They should be tracked carefully to avoid loss and provide a measure of accountability for those project personnel to whom they are issued. One method for accomplishing this objective is the use of the Field Book Log Site Source Record, [Form No. 700-060-60. \(See Figure No. 6-1\)](#) The Project Administrator (PA) should store these forms at the office, preferably in a file cabinet with the **Standard/non-standard Bound Field Book**. Whenever a **Standard/non-standard Bound Field Book** is issued, the Project Administrator /Project Manager (PM) will record the book number, date, and name of the individual the book is issued to. The individual will then initial the log. In this way, the project personnel who are issued **Standard/non-standard Bound Field Books** will be made aware of its importance.

The PA shall use a good quality **Standard Bound Field Book** for recording all **Permanent** survey data. A **Non-Standard Bound Field Book/Final Measurement Miscellaneous form** can be used to record **survey notes** or other field measured items such as data recorded on Latitude and Departure forms, or input can be done manually or electronically on the Latitude and Departure form itself. All **Non-Standard Bound Field Books/Final Measured Miscellaneous form** shall meet the same requirements as stated in section 6.2.

Final Measurements Miscellaneous form is to be used as a Site Source Record to record data and to simulate a field book page. Therefore, Area, Linear, Volumetric, Survey notes, and Per Each measurements could be documented on this form. This form could also be used to document quantities using the Latitude and Departure method (See Figure No. 6-19). When this form is utilized for survey notes the criteria specified in 6.2.1 need to be met. For permanent records used a Standard Bound Field Book.

When a project necessitates a full survey, such as Bench Levels, Original and/or Final Cross Sections, and Subsoil Cross Sections, it is recommended to use a Field Book.

By creating this form, A Technician could use one, two or as many pages as needed for individual pay items. Individual sheet(s) should be contained in a folder which should be clearly identified and included with the final Estimate Package.

### 6.2.1 General Instruction

- (A) **Standard/non-standard Bound Field Books** with a hard cover will be used.
- (B) The front cover of each **Standard/non-standard Bound Field Book** shall be identified with bold letters to show the Federal Aid Project Number, Financial Project ID Number, Contract Number, **Standard/non-standard Bound Field Book** Number, State Road Number, and the general contents of that book. The **Standard/non-standard Bound Field Book** Numbers, and the Financial Project ID Number, should also be shown on the back binding (spine) of each **Field Book**. (See Figure No. 6-2)  
**Note:** When the miscellaneous form is utilized a cover sheet should be provided with the same information except for the spine and included in the folder along with the information indexed.
- (C) Each **Standard/non-standard Bound Field Book** shall be clearly indexed with a complete list of the contents beginning on the first lined page, which is to be numbered page one. All following pages that are used to record notes shall be numbered sequentially in the upper right corner of each page.
- (D) The date, weather conditions, and the name(s) of the field party shall be shown on the **Standard/non-standard Bound Field Book** page at the beginning of each day's notes. Well-documented field records are indispensable when the Department is involved in litigation. **Standard Bound Field Books** should also identify pay item numbers, original/final x-sections etc.

- (E) Never erase in any **Standard/non-standard Bound Field Book**. Corrections shall be made by striking through the incorrect data and inserting the correct data. All such corrections shall be initialed and dated by the person making the correction.
- (F) Do not cut or otherwise remove pages from any **Standard/non-standard Bound Field Book**. If an entire page is found in error, mark the original page **VOID** and make a note referring to the page where that item of work was corrected.
- (G) Keeping notes on loose-leaf or scratch pads and transferring them to the **Standard/non-standard Bound Field Books** is prohibited. Field notes shall be entered directly into the **Standard/non-standard Bound Field Book** at the time and the place the work is originally done. The exception to this rule is measurements entered directly on **Latitude and Departure Sheets** or directly on the **Final Computation Book Forms**. In all cases, erasures as detailed in (E) above, is prohibited.
- (H) Field records shall always be legible with sufficient sketches and explanatory notes to convey the intent to a person who is not familiar with the job. Good sketches are most important when recording final measurements. The details of the sketches do not need to be elaborate, but shall be sufficient to clearly show the extent of the work as well as any exceptions.
- (I) Use standard symbols and abbreviations. Keep the notes simple and avoid making ambiguous statements.
- (J) Show all of the pertinent measurements and observations. Use a degree of accuracy that will be consistent with operations. If there is any doubt about the need for data, record it. Review the data for accuracy and completeness before leaving the field.
- (K) When practical, record all the notes for one item in the same book and in the same place in the book. This may necessitate the use of additional **Standard/non-standard Bound Field Books**, but it will avoid confusion and transposition errors.
- (L) A complete summary shall be made for each item at the end of its field notes. This item summary total will then be checked by those persons doing the final estimate and entered on the summary sheet of the **Computation Book**. At this time, the summary and the **Standard/non-standard Bound Field Book** shall be properly cross-referenced.

- (M) Keep the calculations and measurements for Federal Aid participating and non-participating items separated in the **Standard/non-standard Bound Field Book**. This also applies to Utility Agreements known as Joint Participation Agreement items (JPAs) and Locally Funded Agreements (LFAs).
- (N) When more than one project (state or federal) is constructed under the same contract, separate **Standard/non-standard Bound Field Book** shall be set up for each project and the measurements and other data shall be kept separate for each project.
- (O) Field records for projects let under separate contracts shall never be recorded in the same **Standard/non-standard Bound Field Book**. **Standard/non-standard Bound Field Books** shall contain only records related to a single contract.
- (P) All **Standard/non-standard Bound Field Books** will become the property of the Department, and shall have a unique six-digit number assigned.
- (Q) Preprinted **Pile Field Books** for recording individual pile records by bent or pier numbers can be obtained through your District Construction Engineer's Office. **(See Figure 6-3 and 6-4)**
- (R) Neatness and legibility give credence to the accuracy of field notes and the calculations which they support.
- (S) **Standard Bound Field Books** used for alignments shall be submitted with the Final Estimate Package. It shall contain all the necessary information for horizontal control for new construction projects and major widening projects.
- (T) **Standard Bound Field Books** used for recording alignment and pile driving data are to be retained until the structure that they were incorporated in is removed. Special care shall be exercised in labeling alignment and **Piling Field Books** as a permanent record. Separate **Standard Bound Field Books** shall be kept for these purposes, with front outside covers labeled with a large red letter "P" and circled in red to indicate a permanent record.

## 6.43 TABULATION FORMS

Tabulation Forms are site source records for establishing pay quantities.

- 6.3.1 Daily Report of Truck Measured Material Site Source Record Form No. 700-050-54** – This form is used to record truck quantities. This Tabulation Form shall be summarized in the **Computation Book**. When the final quantities are determined by

certification/measurements of loose volume in truck bodies, the following procedures used will generally satisfy the requirements for final pay records. ([See Figure No. 6-5](#))

- (A) All trucks shall have an assigned unique number, along with the manufacturer's certification, or permanent decal, showing the truck capacity rounded to the nearest tenth of a cubic yard and placed on both sides of the truck. This capacity will include the truck body capacity only and any sideboards added will not be included in the certified truck body capacity provided by the contractor. Trucks used on Department projects shall be checked for permanent decals or manufacturer's certification showing the capacity on both sides of the truck. The PA will randomly check the certified capacity on a selective number of trucks for accuracy and provide this information with the Final Estimate Package. This process could be done by using either case I or II. ([See figure Nos. 6-6 and 6-6a](#)) This will not require the field personnel to climb into the body of the truck. Provided in each example when sideboards are added these measurements will be transposed on these sheets and added to the certified capacity.
- (B) If sideboards are added it will be the PA's responsibility to measure this addition and add this volume to the certified capacity. Sketches, calculations, and dimensions of the sideboards will provide the documentation needed to support this change and must accompany the Final Estimate Package. ([See figure Nos. 6-6 and 6-6a](#))
- (C) After the trucks have been assigned a number and their capacities shown, the **Tabulation Form** is used to record the quantity established for each truck as it delivers a load of the material to the project.
- (D) The volume entered on a **Tabulation Form** for borrow material shall reflect the struck measured volume (the dry measure having the contents leveled off and not heaped). The use of the struck measured capacity shall apply to trucks, pans, or any other means of transport that are used. Documentations on loose volume bases, as measured in other hauling equipment, shall be made at the point of dumping on the construction site.
- (E) The PA shall request at the preconstruction meeting that the contractor provide a list of trucks that will be used on DOT projects, along with their assigned numbers and their certified capacity. This list shall be submitted with the Final Estimate Package.
- (F) A separate line on the **Tabulation Form** for borrow will be used for each truck showing:

- (1) Hauling Company
- (2) Truck Number
- (3) Capacity Certified
- (4) Load Count & Time Recorded
- (5) Total volume for that truck that day
- (6) Inspector's signature and title at the bottom of the page

(G) Typical materials paid for by volume and recorded on the **Tabulation Form** include:

- (1) Borrow material
- (2) Stabilizing material
- (3) Cover material

| **6.43.2** *Daily Log Sheet for Grassing Items, Form No. 700-050-55* is issued to record the quantities to be paid for grassing. This **Tabulation Form** shall be used to record grass seed (permanent and quick grow), fertilizer, mulch (hay or straw), and water. This form shall be summarized in the **Computation Books**. The following procedures for this form will generally satisfy the requirements for final pay records. (See Figure No. 6-7)

- (A) Show the item number for the material that is being used.
- (B) For grass seed (permanent & quick grow), show the number of bags or the bulk weight. Weight Tickets used should be kept in the project file.
- (C) Records for water measurements need to show beginning and ending meter reading or that the water tank has been certified by the Department. A copy of the certification shall be attached to the **Tabulation Form** or placed in the **Computation Book**.
- (D) Mulch shall be shown as gross tare, and net weights, or it can be shown as an average of ten bales. (Show these weights in the inspector's remarks column.) If the bulk weight is used, place the tickets in the project file.

- (E) The Department representatives shall sign their name on each day the grassing items are used (no initials).
- (F) For fertilizer show the type of fertilizer used ([See Figure No. 6-8](#)). The amount used for each day's operation shall be shown in a separate column and be recorded as number of bags x weight per bag = total lbs.

For example: 27 bags x 100lbs/bag = 2,700 lbs

**Note: For all Contracts let January 2007 and forward, this form will not be needed. Performance Turf is a Plan Quantity Item.**

| **6.43.3 Daily Log Sheet Miscellaneous Tabulation Site Source record, Form No. 700-050-56** is used when material is paid by weight and volume. The field records are also kept for each truck load of material hauled. ([See Figure No. 6-9](#))

**(1.) Weight Measurements:** Each line of the ***Miscellaneous Tabulations Form*** shall include:

- (A) Item number
- (B) Date, Gross, tare, & net weight
- (C) The inspector's signature

**Note:** The gross, tare, and net weights are recorded in each column on the ***Tabulation Form***. However, when box beam scales are used and the net weight is given automatically, the net weight would be the only one required.

Other materials paid for by weight and documented by use of this form shall include Mulch Material.

**(2.) Volume Measurements:**

**RipRap** – The ***Miscellaneous Tabulation Forms*** for riprap shall reflect quantities used and approved in each day's operation, as well as the station, offset, and structure number of the placement location which will be shown in the remarks column. Document the number of cubic yards of sand and cement per batch and the number of batches per day or for each location. ([See Figure No. 6-10](#)) Delivery tickets shall be submitted showing the batch weights of sand and cement used. ([See Figure No. 6-11](#))

Payment for riprap shall not be made solely on the quantity delivered by truck and placed by the contractor. Refer to **Roadway and Traffic Design Standards Index Number 258** for an example. The quantity of riprap for a triple concrete pipe 84" in diameter is 31.1 cubic yards and this quantity shall be adhered to as maximum payment. If the contractor places material beyond the neat lines shown in the index, no compensation will be made, provided this material was unauthorized. A sketch of the riprap structure must be submitted with authorized dimensions and volume calculations if not constructed according to the **Standard Index** and placed in a **Field Book**. ([See Figure Nos. 6-12 and 6-13](#))

In order to achieve this objective the PA must maintain and exercise control of the riprap placement operation as follows:

If, during the course of riprap placement, the PA feels the contractor is placing the material too thick or beyond required limits, the PA must notify the contractor in writing. A hand written letter will be acceptable for this purpose. In addition, the inspector shall write the station, offset structure, and the words **Partial Pay or NO PAY** on the **Tabulation Form** collected for materials which are either partially or completely placed outside the limits authorized by the PA.

## **6.54 CONTRACTOR'S CERTIFICATION OF QUANTITY FOR MAINTENANCE OF TRAFFIC (MOT) FORMS**

**6.54.1 Contractor Certification of Quantities (MOT) (Signs, etc.), Form No. 700-050-62**-This form is provided for the Contractor to document and certify all 102 pay items. The first two (2) sets of columns will accommodate most of the each day items. The other two sets of columns are provided for specific MOT pay items such as Traffic Control Officers, Panels and Advanced Warning Arrows. As of July 2006, the five (5) day minimum requirements for Panels and Advanced Warning Arrows will no longer be required. The last set of columns on this form is for cubic yards and Linear Feet Items such as (Temporary Guardrail). The daily total is automatically generated. This form shall be signed by the Contractor and Work Site Supervisor and turned in monthly to the Project Administrator/Manager for payment. The PA will include this certification in the Final Estimates Package. ([See Figure No. 6-14 and 6-15](#))

**6.54.2 MOT-Painted Pavement Markings Daily Worksheet, Form No. 700-050-67 and MOT-Painted Pavement Markings Contractors Monthly Certifications of Quantities Form No. 700-050-68**-These forms are designed to be used by the Contractor for MOT Pavement Markings (all 710 pay items). The Contractor is now responsible to maintain measurements/counts for these items.

***MOT Painted Pavement Markings Daily Worksheet, Form No. 700-050-67***- This form

is used for all 710 pay items, their quantities, their location, and to provide remarks when necessary. Under "Other" these items are provided since the Contractor placing the striping in most cases placed these 102 items also, this will eliminate filling out two different **MOT Certification Forms**.

This daily work sheet is to be completed daily by the Contractor performing the work. The Contractor is responsible for providing a summary of quantities for that month using the monthly certification form. All daily work sheets (pertaining to the time table for that month) shall be attached to the monthly certification sheet **Form No. 700-050-68, MOT Painted Pavement Markings Contractors Monthly Certification of Quantities. (See Figure No. 6-16)**

**Note:** See **Chapter 11 Section 11.8 and 11.9** of the **Preparation and Documentation Manual** for the requirements for Design Build and Lump Sum Projects.

**MOT Painted Pavement Markings, Monthly, Certification Of Quantities, Form No. 700-050-68**-This monthly form provides all the 710 pay items plus the 102 Temporary Pavement Marker Pay Items mentioned above. The Contractor will only fill out the total quantities used for each pay item, and as shown on the **Daily Work Sheet** which will also be attached to the **Contractor Monthly Certification of Quantities** sheet. This form shall be signed by the Contractor and Work Site Supervisor, and turned in to the Project Administrator/Manager for the month showing the period that the certification represents for payment. [\(See Figure No. 6-17\)](#)

**Initial Retro Reflectivity Reading Certification (Worksheet) Form No. 700-050-70** is used for recording Initial Retro-Reflectivity Reading of White and Yellow Pavement Markings in accordance with Florida method **FM-5-579** as required by **Section 710 Specifications**.

The Contractor will have the responsibility to measure, record and certify the Retroreflectivity on the Department's approved form and submit to the PA/PM. After 3 days of the receipt of the Contractor's Certification, the Department reserves the right to test the markings. Failure to allow the Department to complete this task will result in a non-payment to the contractor. This form will be signed by the Contractor or his representative and the Work Site Supervisor. [\(See Figure No. 6-18\)](#)

This form should be utilized on Lump Sum and Design Build Projects.

**Note:** The Department's representative will not have the task of checking or recording MOT quantities on a daily basis. During the invoice period, random spot checks need to be made and documented. These checks could be achieved in a combined effort with the Contractor. This approach should minimize disputed

quantities. The Contractor will be responsible for supplying the Department with accurate documentation of quantities. These forms are to be submitted with the Final Estimate Package.

#### **| 6.54.3 Documentation for Multiple Financial Identification Numbers (Fin) Under One Contract Including Non-Federal Aid (Nfa) Participating**

All ***Certification of Quantities*** (102 and 710 items) shall be reported on the Lead Financial Identification Number (FIN) for Fin projects under one contract. This also includes Non-Federal Aid (NFA) participating projects. The quantities for each FIN number will be determined by the PA, as the prorated amount determined from the Trn\*port Estimated System (TES) pay item breakout. This will be done by taking the total quantity of Signs, Lights, Barricades, etc; shown on the TES for each FIN number and dividing it by the total quantity for the Contract, then multiplying this amount by the total Number placed. This shall be done monthly, the day of the estimate cutoff, based on the ***Contractor's Certification of Quantities***.

##### Example

###### Type II Barricades

Project "A" TES shows 10,543 each Federal Aid (FA) participating and 4,589 each NFA participating

Project "B" TES shows 64,940 each Federal Aid participating  
Total TES for contract = 80,072 each

Total placed this month = 23,455 each

Project "A" (FA) would be determined by dividing 10,543 (FA) by 80,072 and multiplying by 23,455.

(FA)  $10,543 \div 80,072 = .13 \times 23,455 = 3,049.2$  or 3,049 each

Project "A" (NFA) would be determined by dividing 4,589 (NFA) by 80,072 and multiplying by 23,455.

(NFA)  $4,589 \div 80,072 = .06 \times 23,455 = 1,407.3$  or 1,407 each.

Project "B" would be determined by dividing 64,940 by 80,072 and multiplying by 23,455.

(FA)  $64,940 \div 80,072 = .81 \times 23,455 = 18,998.6$  or 18,999 each.

And to confirm the total placed for this month, just add the three outcomes together:

$$3,049 + 1,407 + 18,999 = 23,455 \text{ each}$$

## 6.65 PAYMENT

The Contractor will request payment by submitting a Certification of Quantities no later than twelve o' clock noon Monday after the estimate cutoff as directed by the PA/PM. This will be in accordance with **Section 102 and 710** of the **Specifications** for each Contract. The Contractor's submitted quantities must be approved by the PA/PM. Any disputed quantities needs to be reconciled as soon as possible.

## 6.76 BULK-WEIGHT FINAL PAY RECORDS

Certified weight tickets for certain bulk weight shipments are acceptable as final payment records under the following conditions:

- (A) All weighing is done on state certified scales and the ticket indicates gross, tare, and net weight.
- (B) The State of Florida will recognize any scale that has been certified by a state agency outside Florida using traceable standards. All 50 states have adopted and use the same laws as Florida (**NIST Handbook-44**).
- (C) Project personnel will record each truck number and time of loading, on a **Daily Log Sheet Miscellaneous Tabulation Form Site Source Record, Form No. 700-050-56** at the rail head site.
- (D) All cars are visually inspected to insure that all material has been unloaded.
- (E) Material remaining in cars after job completion is to be hauled by truck to state certified scales and gross, tare, and net weights determined in order to make appropriate deductions from the car weights.
- (F) Hauling will be done in covered trucks in order to minimize loss of material. The single car weight is more accurate than weighing numerous trucks and with the **Miscellaneous Tabulation Form** system as outlined above. All requirements for pay records will be fulfilled.

## 6.87 DOCUMENTATION

Documentation is considered complete only when the material represented by each **Tabulation Form** is reconciled at the point of actual incorporation into the project. Multiple trucks may be recorded on one form as long as each individual truck is identified by number and company name.

The Financial Project Number, Pay Item Numbers and Date shall be shown in each column or row for the type of **Tabulation Form** used.

Department **Tabulation Forms** shall be cross checked with the contractor or subcontractor's records on a regular basis (daily or weekly). Any differences that may exist in pay quantities will then be reconciled immediately. This systematic comparison of source records will help create fewer misinterpretations concerning final pay quantities.

- (A) Unless the number of **Tabulation Forms** justifies the use of the computer to summarize the material, a manual summary shall be made by **Tabulation Form** totals in the **Final Estimates Computation Book**.
- (B) When the computer is used, the output shall be included as part of the estimate computations and shall be cross-referenced in the **Computation Book**.
- (C) A complete tabulation, as a packing list, of all types of **Tabulation Forms** shall be shown in the transmittal data when the final estimate package is submitted.

## **6.98 FUEL AND BITUMINOUS ADJUSTMENTS**

### **6.98.1 Fuel Adjustments**

Conventional projects will receive a fuel adjustment on Contracts with an **original** Contract time in excess of 120 calendar days. The Department will make price adjustments on each applicable monthly/progress estimate to reflect either increases or decreases in the price of gasoline or diesel from those in effect for the month in which bids were received. When an estimate is generated, Fuel Adjustments will be automatically calculated per specifications using pre-determined fuel factors for applicable pay items and the Price Index Tables. Items that require fuel adjustments can be found on the Department's Construction Web site at [www.dot.state.fl.us/Construction/fuel&bit/fuel&bit.htm](http://www.dot.state.fl.us/Construction/fuel&bit/fuel&bit.htm).

**Note:** Effective on all Contracts let in January 2007 forward, the new list of pay items receiving a fuel adjustment can be found at the above website. This new fuel list will be generated automatically in site manager.

**Note:** Lump Sum and Optional Base items will require a manual adjustment and entered into Site Manager as a line item adjustment.

### **6.98.2 Manual Adjustments for Lump Sum Items**

There are new items that have been added to the fuel list that will require a Manual Adjustment within Site Manager. This new list of items will be in effect with the January 2007, letting. These items are Clearing and Grubbing, and Lump Sum Structural Steel Items. Also, Site Manager will calculate the Optional Base, but when Black Base is the only option, you will need to add the additional amount shown on the spreadsheet to the total. Below is a step by step example of how to incorporate these manual adjustments.

## DIESEL ADJUSTMENT

| Line #   | Item Code | Est. Qty. | Unit | Secondary |      | Adj. %  | Index Diff. | Adj. Amount |
|--|-----------|-----------|------|-----------|------|---------|-------------|-------------|
|  |           |           |      | Qty.      | Unit |         |             |             |
| 0540   | 0110 1 1  | 0.200     | LS   |           |      | 45.6400 | 1.42880     |             |
| 0580   | 285709    | 11,353.00 | SY   |           |      | 0.4359  | 1.42880     | \$ 7,071.13 |
| *** If Asphalt Base Used - Adjust SiteManager Adjustment by \$ 18,881.59 *** |           |           |      |           |      |         |             |             |
| 0585   | 0327 70 6 | 8,444.00  | SY   |           |      | 0.0912  | 1.42880     | \$ 1,100.18 |
| 0600   | 0334 1 12 | 390.00    | TN   |           |      | 4.6220  | 1.42880     | \$ 9,180.04 |
| 0740   | 460 2     | 0.40      | LBS  |           |      | 0.00165 | 1.42880     |             |

Total Diesel Adjustment Amount: \$17,351.35  
 Adjusted amount for Diesel:

### Steps 1

From the example above Site Manager calculated \$17,351.35 for the Diesel Adjustment Amount but, there are Lump Sum items and the Contract Plans specify a Black Base Option.

In the example below, this project has Clearing and Grubbing in the contract. This is a Lump Sum Item and Site Manager does not know what the secondary units are. For this example let's say there are 10 acres to be cleared. On your project you should find the secondary units in the Computation Book or Plans. For item 110-1- apparently there were 0.200 % of the work completed on this progress estimate. So, .20 multiplied by 10 acres multiplied by 45.64 (which is the Diesel Factor). Then, round your quantity to the nearest gallon, and then multiply that quantity by (1.42880 Index Difference) provided by Site Manager. So, the amount for this item would be \$130.02. So, let's look at line number 0540 (outline in red) of the Clearing and Grubbing printout in Site Manager provided below.

|                        |                                    |                                   |
|------------------------|------------------------------------|-----------------------------------|
| .20 % of Lump Sum      | 2.0 Gallons of Diesel              | 91 gallons                        |
| <u>x 10 acres</u>      | <u>x 45.64 Diesel Factor</u>       | <u>x 1.42880 Index Difference</u> |
| 2.0 Estimated Quantity | 91.28 gallons                      | \$130.02                          |
|                        | 91 (rounded to the nearest gallon) |                                   |

This amount needs to be added to the spread sheet.

## DIESEL ADJUSTMENT

| Line #   | Item Code | Est. Qty. | Unit | Secondary |      | Adj. %  | Index Diff. | Adj. Amount |
|--|-----------|-----------|------|-----------|------|---------|-------------|-------------|
|  |           |           |      | Qty.      | Unit |         |             |             |
| 0540   | 0110 1 1  | 0.200     | LS   | 10        | Z    | 45.6400 | 1.42880     | \$ 150.0Z   |
| 0580   | 285709    | 11,353.00 | SY   |           |      | 0.4359  | 1.42880     | \$ 7,071.13 |
| *** If Asphalt Base Used - Adjust SiteManager Adjustment by \$ 18,881.59 *** |           |           |      |           |      |         |             |             |
| 0585   | 0327 70 6 | 8,444.00  | SY   |           |      | 0.0912  | 1.42880     | \$ 1,100.18 |
| 0600   | 0334 1 12 | 390.00    | TN   |           |      | 4.6220  | 1.42880     | \$ 9,180.04 |
| 0740   | 460 2     | 0.40      | LS   |           |      | 0.00165 | 1.42880     |             |

Total Diesel Adjustment Amount: \$17,351.35  
Adjusted amount for Diesel:

## Step 2

Since item number 460-2 Structural Steel is a Lump Sum Item, it is to be treated the same as Clearing and Grubbing, but there are differences in the units. Structural Steel units are in Pounds. Let's say the Plans show a weight of 25,000 lbs for this item. As we can see from the Site Manager report that .40 % of the steel quantity was completed on this progress estimate. So, the process will be .40 multiplied by 25, 000 lbs multiplied by .001650 (which is the structural steel diesel factor). Then round this quantity to the nearest gallon and then multiply the Index Difference of 1.42880, which is calculated by Site Manager. The amount for this item would be \$24.29. Line number 0740 (outline in blue) needs to be completed.

|                     |   |                                   |
|---------------------|---|-----------------------------------|
| .40 % of Lump Sum   | 10,000 lbs                                | 17 gallons                        |
| <u>x 25,000 lbs</u> | <u>x .00165 Diesel factor</u>             | <u>x 1.42880 Index difference</u> |
| 10,000 lbs          | 16.5 gallons                              | \$24.29                           |
|                     | 17 gallon (rounded to the nearest gallon) |                                   |

This amount needs to be added to the spread sheet. See example below.

## DIESEL ADJUSTMENT

| Line #   | Item Code | Est. Qty. | Unit | Secondary |      | Adj. %  | Index Diff. | Adj. Amount |
|--|-----------|-----------|------|-----------|------|---------|-------------|-------------|
|  |           |           |      | Qty.      | Unit |         |             |             |
| 0540   | 0110 1 1  | 0.200     | LS   | 10        | Z    | 45.6400 | 1.42880     | \$ 130.02   |
| 0580   | 285709    | 11,353.00 | SY   |           |      | 0.4359  | 1.42880     | \$ 7,071.13 |
| *** If Asphalt Base Used - Adjust SiteManager Adjustment by \$ 18,881.59 *** |           |           |      |           |      |         |             |             |
| 0585   | 0327 70 6 | 8,444.00  | SY   |           |      | 0.0912  | 1.42880     | \$ 1,100.18 |
| 0600   | 0334 1 12 | 390.00    | TN   |           |      | 4.6220  | 1.42880     | \$ 9,180.04 |
| 0740   | 460 2     | 0.40      | LBS  | 25,000    |      | 0.00165 | 1.42880     | \$ 24.29    |

Total Diesel Adjustment Amount: \$17,351.35  
 Adjusted amount for Diesel:

### Step 3

Now, the Option Base mix options are automatically calculated, but the example below is a Black Base Item. The Contract shows a quantity of 136,000 square yards of optional base item number 285709 to be constructed on this project. Site Manager shows a quantity of 11,353 square yards was completed on this progress estimate. This is calculated automatically for the mix option. See line number 0580 (outline in green).

## DIESEL ADJUSTMENT

| Line #   | Item Code | Est. Qty. | Unit | Secondary |      | Adj. %  | Index Diff. | Adj. Amount |
|--|-----------|-----------|------|-----------|------|---------|-------------|-------------|
|  |           |           |      | Qty.      | Unit |         |             |             |
| 0540   | 0110 1 1  | 0.200     | LS   | 10        | Z    | 45.6400 | 1.42880     | \$ 130.02   |
| 0580   | 285709    | 11,353.00 | SY   |           |      | 0.4359  | 1.42880     | \$ 7,071.13 |
| *** If Asphalt Base Used - Adjust SiteManager Adjustment by \$ 18,881.59 *** |           |           |      |           |      |         |             |             |
| 0585   | 0327 70 6 | 8,444.00  | SY   |           |      | 0.0912  | 1.42880     | \$ 1,100.18 |
| 0600   | 0334 1 12 | 390.00    | TN   |           |      | 4.6220  | 1.42880     | \$ 9,180.04 |
| 0740   | 460 2     | 0.40      | LBS  | 25,000    |      | 0.00165 | 1.42880     | \$ 24.29    |

Total Diesel Adjustment Amount: \$17,351.35  
 Adjusted amount for Diesel:

So, Site Manager will calculate the adjustment between the mix options and the all black base on the report. Look at line number 0580 in the above example. The \$18,881.59 will need to be added to the total because this is a Black Base Option being placed. If, a Black and White Option had been specified, only the \$7071.13 would automatically be added by Site Manager. No further adjustment will be needed.

Once the additional amount has been calculated, the \$19,035.90 will be added to the Site Manager Total Diesel Adjustment Amount of \$17,351.35. The Grand total of \$36,387.25 will be the Total Adjustment Amount for Diesel to be paid on this estimate. Also, a line item adjusted for the Diesel Fuel will need to be made to add the additional \$19,035.90 amount due. The spreadsheet needs to be completed as shown below, and then the completed fuel sheet will be posted on the File Transfer Protocol (FTP) Website with the estimate.

#### DIESEL ADJUSTMENT

| Line #   | Item Code | Est. Qty. | Unit | Secondary |      | Adj. %  | Index Diff. | Adj. Amount |
|--|-----------|-----------|------|-----------|------|---------|-------------|-------------|
|  |           |           |      | Qty.      | Unit |         |             |             |
| 0540   | 0110 1 1  | 0.200     | LS   | 10        | 2    | 45.6400 | 1.42880     | \$ 130.02   |
| 0580   | 285709    | 11,353.00 | SY   |           |      | 0.4359  | 1.42880     | \$ 7,071.13 |
| *** If Asphalt Base Used - Adjust SiteManager Adjustment by \$ 18,881.59 *** |           |           |      |           |      |         |             |             |
| 0585   | 0327 70 6 | 8,444.00  | SY   |           |      | 0.0912  | 1.42880     | \$ 1,100.18 |
| 0600   | 0334 1 12 | 390.00    | TN   |           |      | 4.6220  | 1.42880     | \$ 9,180.04 |
| 0740   | 460 2     | 0.40      | LB   | 25,000    |      | 0.00165 | 1.42880     | \$ 24.29    |

Site Manager Total Diesel Adjustment Amount: \$17,351.35  
Adjusted amount for Diesel: \$ +19,035.90  
Total Adjusted amount for Diesel: \$ 36,387.25

**Note:** In the above example the line item adjustment will be made on the \$19,035.90 amount, because Site Manager has already added the \$17,351.35 automatically.

**Note:** Gasoline Adjustments will receive the same Manual Adjustments as the Diesel. See the examples in steps 1 thru 3.

#### FOR INFORMATIONAL PURPOSES ONLY:

The example below describes how \$18,881.59 was generated. Also, the example shows how the adjustments are calculated within Site Manager.

Take the quantity on this progress estimate of 11,353 square yards multiplied by 1.599957 diesel factor for Black Base Option (which is automatically incorporated into Site Manager). Then multiply 18,164 gallons of diesel by 1.42880 Index Difference for the dollar amount.

|   |  |
|---|--|
| 11353.0 Quantity (Estimated Quantity)                   | 18,164 Gallons of Diesel                       |
| <u>x1.599957</u> Diesel Factor (fuel list Asphalt Only) | <u>x1.42880</u> Index Difference (Price index) |
| 18,164 Gallons of Diesel                                | \$25,952.72 Total Asphalt Base Amount          |

\$ 25,952.72 Total Asphalt Base Amount  
(- ) 7,071.13 Mix Optional Base amount automatically calculated in Site Manager  
\$ 18,881.59 Asphalt Base Amount difference provided on report to be added for Black Base **ONLY.**

Site Manger automatically calculates the mix option, as shown on line 580. Site Manager then takes the difference for the Black Base and provides this amount.

The amount of \$18,881.59 will need to be added to the total diesel amount.

### **6.98.3 Bituminous Adjustment**

Conventional projects will receive a bituminous adjustment if the contract has an original contract time of more than 365 calendar days or more than 5000 tons [5000 metric tons] of asphalt concrete. The Department will adjust the price for bituminous material, excluding cutback and emulsified asphalt to reflect either increases or decreases in the Asphalt Price Index (API) of bituminous material from that in effect during the month in which bids were received. The Department will determine the API for each month and place it on the Construction website. When an estimate is generated, Bituminous Adjustments must be calculated per specifications using the Asphalt Price Index Table and a contract adjustment added to the estimate. **Asphalt Price Indexes** can be found on the Department's Construction Website at [www.dot.state.fl.us/Construction/fuel&bit/fuel&bit.htm](http://www.dot.state.fl.us/Construction/fuel&bit/fuel&bit.htm) Bituminous Adjustments on Contracts let prior to June 2004; will need to follow the previous process.

**Note:** For Push Button Renewable Contracts see section 11.8 of this manual.

**Note:** The Department will make a Bituminous Adjustment for Polymer PG76-22 Binder on all Contracts let January 2007 forward. The Criteria for Polymer PG76-22 will be as stated above. The Contractor will utilize an updated form for projects that include Polymer PG76-22 let in January 2007 forward. For projects let before January 2007, the Contractor will continue to use the existing forms. These revised forms can be found on the Construction Website. **Note:** When a Composite Base item(s) is specified in the Plans,

a price adjustment for bituminous material will apply to that asphalt portion of the base **only**, according to **Section 9-2.1.2** of the **Specifications**.

## **6.109 RESIDENT OFFICE PERSONNEL RESPONSIBILITY**

It is the responsibility of the Resident Office (RO) personnel to adjust the fuel and bituminous material monthly on projects assigned them that meet the criteria specified in **Section 9** of the **Specifications**.

**Note:** Refer to **Chapter 11, Alternative Contracts** of this manual for Fuel and Bituminous Material Adjustments on Lump Sum and Design Build Projects. As of January 2007 forward, a new list of items will be posted and added to the Contractor's Estimated Fuel worksheet. The new list for fuel will be utilized and can be found on the Construction website. The existing list of items will continue to be available for projects let prior to January 2007. The Average Price indexes for Fuel, Bituminous and Polymer PG76-22 will be posted on the State Construction Office Web site before the 15<sup>th</sup> of each month.

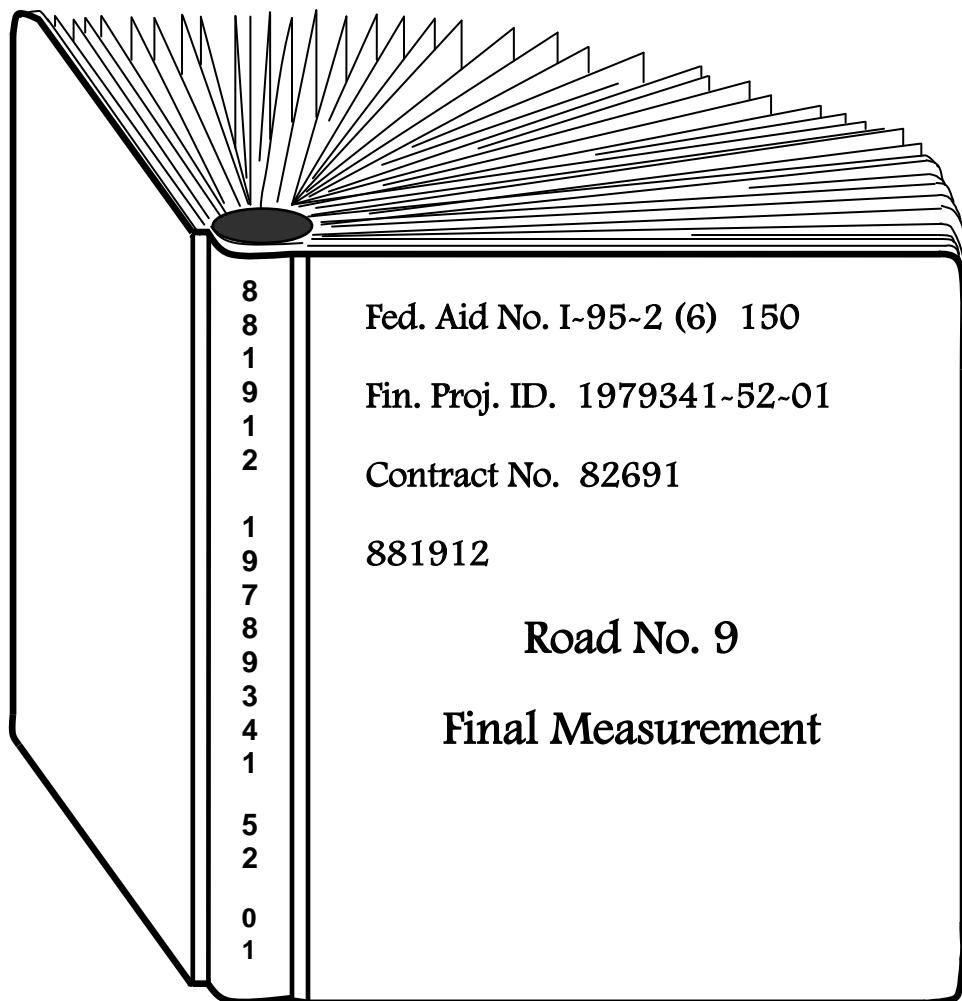
## 6.10 LIST OF FIGURES FOLLOWING THIS CHAPTER

|                   |   |
|-------------------|---|
| Figure 6-1 .....  | Field Book Log  |
| Figure 6-2 .....  | Note Book Spine   |
| Figure 6-3 .....  | Preprinted Pile Field Books – Data                          |
| Figure 6-4 .....  | Preprinted Pile Field Books – Record of Drives              |
| Figure 6-5 .....  | Daily Report of Truck Measured Material                     |
| Figure 6-6 .....  | Truck Measured Sketch                                       |
| Figure 6-6a ..... | Truck Measured Sketch                                       |
| Figure 6-7 .....  | Daily Log Sheet for Grassing Items                          |
| Figure 6-8 .....  | Daily Log sheet for Grassing Items                          |
| Figure 6-9 .....  | Daily Log Sheet for Miscellaneous Tabulation Form           |
| Figure 6-10 ..... | Daily Log Sheet for Miscellaneous Tabulation Items          |
| Figure 6-11 ..... | Delivery Ticket   |
| Figure 6-12 ..... | Sample Sketch of Riprap Structure                           |
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| Figure 6-14.....  | Contractors Certified Invoice MOT Sheet                     |
| Figure 6-15.....  | Contractor Certification of Quantities (MOT) (Signs, etc)   |
| Figure 6-16.....  | Daily Work Sheet Form (MOT)                                 |
| Figure 6-17.....  | Contractors Monthly Certification of Quantities Form        |
| Figure 6-18.....  | Initial Retroreflectivity Reading certification (Worksheet) |
| Figure 6-19.....  | Final Measurements "Miscellaneous"                          |

# Figure 6-1

## FIELD BOOK LOG

**Figure 6-2**  
**NOTEBOOK SPINE**



**Figure 6-3**  
**PREPRINTED PILE FIELD BOOK - DATA**

**PILE DRIVING INFORMATION**

FIN PROJ. ID # \_\_\_\_\_ DATE \_\_\_\_\_ STATION NO. \_\_\_\_\_  
PILE SIZE \_\_\_\_\_ LENGTH \_\_\_\_\_ BENT/PIERNO. \_\_\_\_\_ PILE NO. \_\_\_\_\_  
HAMMER TYPE \_\_\_\_\_ RATED ENERGY \_\_\_\_\_ OPERATING RATE \_\_\_\_\_  
TEMPLATE ELEV \_\_\_\_\_ MIN TIP ELEV \_\_\_\_\_ PILE CUTOFF ELEV \_\_\_\_\_  
DRIVING CRITERIA \_\_\_\_\_

PILE CUSHION THICKNESS AND MATERIAL \_\_\_\_\_  
HAMMER CUSHION THICKNESS AND MATERIAL \_\_\_\_\_  
WEATHER \_\_\_\_\_ TEMP \_\_\_\_\_ START TIME \_\_\_\_\_ STOP TIME \_\_\_\_\_

**PILE DATA**

PAY ITEM NO. \_\_\_\_\_ WORK ORDER NO. \_\_\_\_\_  
MANUFACTURED BY \_\_\_\_\_ B.M. ELEV. \_\_\_\_\_ GROUND ROD READ. \_\_\_\_\_  
DATE CAST \_\_\_\_\_ ROD READ. \_\_\_\_\_ PILE HEAD ROD READ. \_\_\_\_\_  
MANUFACTURER'S PILE NO. \_\_\_\_\_ H. I. \_\_\_\_\_ PILE HEAD ELEV. \_\_\_\_\_  
PILE HEAD CHAMFER \_\_\_\_\_ PILE TIP ELEV. \_\_\_\_\_  
PILE TIP CHAMFER \_\_\_\_\_ GROUND ELEV. \_\_\_\_\_  
PILE DRIVING INSPECTOR \_\_\_\_\_

|   | CUTOFF<br>TYPE CODE | POINT<br>PROTECTOR | PREPARED<br>HOLE | PDA | PILE<br>REFRIVEN | ISOLATED<br>DRIVING | EXTRACTION | 30 %<br>SPLICING | PILE<br>TYPE CODE | BATTER | TOTAL     |         | PILE    | PENETRA-<br>TION | BUILD UP   |         |
|---|---------------------|--------------------|------------------|-----|------------------|---------------------|------------|------------------|-------------------|--------|-----------|---------|---------|------------------|------------|---------|
|   |                     |                    |                  |     |                  |                     |            |                  |                   |        | FURNISHED | DRIVEN  |         |                  | AUTHORIZED | ACTUAL  |
| X | X                   | X                  | X                | X   | X                | X                   | X          | X                | X                 | X      | XXX,XXX   | XXX,XXX | XXX,XXX | XXX,XXX          | XXX,XXX    | XXX,XXX |
|   |                     |                    |                  |     |                  |                     |            |                  |                   |        |           |         |         |                  |            |         |

**NOTES :** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE OF INSPECTOR :** \_\_\_\_\_

**Figure 6-4**  
**PREPRINTED PILE FIELD BOOK - RECORD OF DRIVES**  
**PILE DRIVING LOG**

## **FIGURE 6-5**

### **Daily Report of Truck Measured Material**

Comments: \_\_\_\_\_

COPY TO CONTRACTOR UPON REQUEST

**INSPECTOR'S SIGNATURE AND RATING**

**ATTENTION - ONLY ORIGINAL FORM/DOCUMENTATION ACCEPTED**

Sheet \_\_\_\_\_ of \_\_\_\_\_

BRUNNEN



## Figure 6-6 TRUCK MEASURED SKETCH

|                   |                        |
|-------------------|------------------------|
| TRUCK NO. _____   | FIN. PROJECT ID. _____ |
| CONTRACTOR _____  | _____                  |
| CHECKED BY _____  | DATE _____             |
| MEASURED BY _____ | DATE _____             |

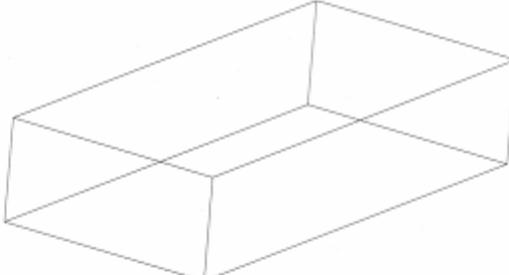
A. Certified Capacity provided by Contractor Subarticle (9-1.5)  
B. The example below is for verification purposes of the truck body capacity **only**.  
C. Sideboards Added  
D. Compare B to A

**CASE I**

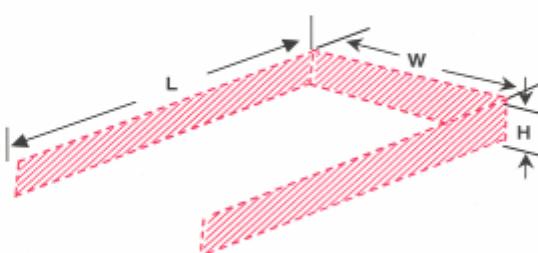
**A. Certified Capacity** \_\_\_\_\_

**Verification practice by field staff**

**B. Truck Body Measure** ( L x W x H ) x .98 = \_\_\_\_\_



**C. Sideboard Added** ( L x W x H ) = \_\_\_\_\_



**D. Acceptable**

YES      NO

**A + C = NEW TRUCK CAPACITY** \_\_\_\_\_

### Figure 6-6a TRUCK MEASURED SKETCH

|                   |                       |
|-------------------|-----------------------|
| TRUCK NO. _____   | FIN. PROJECT ID _____ |
| CONTRACTOR _____  |                       |
| CHECKED BY _____  | DATE _____            |
| MEASURED BY _____ | DATE _____            |

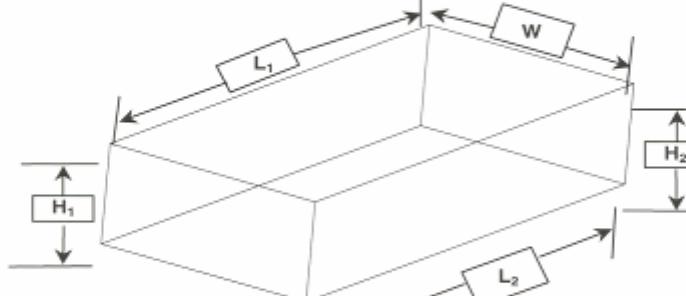
A. Certified Capacity provided by Contractor Subarticle( 9-1.5)  
B. The example below is for verification purposes of the truck body capacity **only**.  
C. Sideboards Added  
D. Compare B to A

**CASE II**

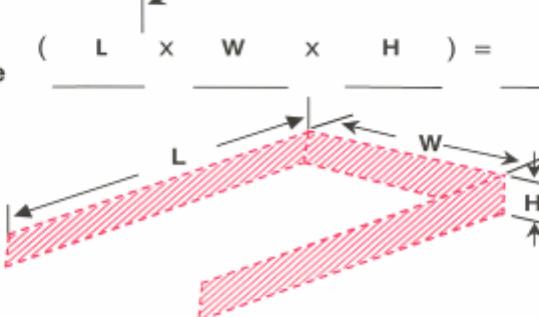
**A. Certified Capacity** \_\_\_\_\_

**Verification practice by field staff**

**B. Truck Body Measure**  $\left[ \left( \frac{L_1 + L_2}{2} \right) \times \left( \frac{H_1 + H_2}{2} \right) \times W \right] \times .98 =$  \_\_\_\_\_



**C. Sideboard Measure**  $( L \times W \times H ) =$  \_\_\_\_\_



**D. Acceptable** Yes \_\_\_\_\_ No \_\_\_\_\_

**A + C = NEW TRUCK CAPACITY** \_\_\_\_\_

**Figure 6-7**  
**Daily Log Sheet for Grassing Item**

| PAGE NO. _____   |                  | STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION |                   | FORM 700-050-55                      |                          | CONSTRUCTION             |          | INSPECTOR'S REMARKS AND/OR SHOW             |                                       |
|--|------------------|---|-------------------|--------------------------------------|--------------------------|--------------------------|----------|---|---------------------------------------|
|  |                  | DAILY LOG SHEET                               |                   | No. BAGS                             |                          | GROSS WT or No. of BALES |          | WEIGHT OF TEN HAY BALES AND CALCULATE       |                                       |
|  |                  | GRASSING ITEMS                                |                   | Quantity                             |                          | Quantity                 |          | AVERAGE FOR WEIGHT PER BALE                 |                                       |
|  |                  | SITE SOURCE RECORD                            |                   | No. BAGS                             |                          | No. BAGS                 |          | END METER READING                           |                                       |
| DATE   | ITEM: QUICK GROW | ITEM: PERMANENT                               | ITEM : FERTILIZER | ITEM: MULCH                          | ITEM: WATER              | ITEM No.                 | Item No. | DOT Inspector's Signature<br>(not initials) | INSPECTOR'S REMARKS AND/OR SHOW       |
| Item No.   | Item No.         | Item No.                                      | Item No.          | Item No.                             | Item No.                 | Item No.                 | Item No. |   | WEIGHT OF TEN HAY BALES AND CALCULATE |
|  | Quantity         | Quantity                                      | Quantity          | GROSS WT or No. of BALES             | GROSS WT or No. of BALES |                          |          |   | AVERAGE FOR WEIGHT PER BALE           |
| No BAGS  | No BAGS          | No BAGS                                       | No BAGS           |                                      |                          |                          |          |   |                                       |
| Wt. PER BAG:   | Wt. PER BAG:     | Wt. PER BAG:                                  | Wt. PER BAG:      | TARE WT or WT PER BALE               | BEG METER READING        |                          |          |   |                                       |
| TOTAL  | TOTAL            | TOTAL   | TOTAL             | NET WT or<br>TOTAL LBS /KGS (BALES)* | TOTAL GALS/Liters*       |                          |          |   |                                       |
| No BAGS  | No BAGS          | No BAGS                                       | No BAGS           | GROSS WT or No. of BALES             | END METER READING        |                          |          |   |                                       |
| Wt. PER BAG:   | Wt. PER BAG:     | Wt. PER BAG:                                  | Wt. PER BAG:      | TARE WT or WT PER BALE               | BEG METER READING        |                          |          |   |                                       |
| TOTAL  | TOTAL            | TOTAL   | TOTAL             | NET WT or<br>TOTAL LBS /KGS (BALES)* | TOTAL GALS/Liters*       |                          |          |   |                                       |
| No BAGS  | No BAGS          | No BAGS                                       | No BAGS           | GROSS WT or No. of BALES             | END METER READING        |                          |          |   |                                       |
| Wt. PER BAG:   | Wt. PER BAG:     | Wt. PER BAG:                                  | Wt. PER BAG:      | TARE WT or WT PER BALE               | BEG METER READING        |                          |          |   |                                       |
| TOTAL  | TOTAL            | TOTAL   | TOTAL             | NET WT or<br>TOTAL LBS /KGS (BALES)* | TOTAL GALS/Liters*       |                          |          |   |                                       |
| No BAGS  | No BAGS          | No BAGS                                       | No BAGS           | GROSS WT or No. of BALES             | END METER READING        |                          |          |   |                                       |
| Wt. PER BAG:   | Wt. PER BAG:     | Wt. PER BAG:                                  | Wt. PER BAG:      | TARE WT or WT PER BALE               | BEG METER READING        |                          |          |   |                                       |
| TOTAL  | TOTAL            | TOTAL   | TOTAL             | NET WT or<br>TOTAL LBS /KGS (BALES)* | TOTAL GALS/Liters*       |                          |          |   |                                       |
| PAGE TOTALS  |                  |   |                   |                                      |                          |                          |          |   |                                       |
| * CIRCLE PROPER UNIT OF MEASURE  |                  |   |                   |                                      |                          |                          |          |   |                                       |
| ATTENTION: ONLY ORIGINAL FORMS/DOCUMENTATION ACCEPTED  |                  |   |                   |                                      |                          |                          |          |   |                                       |
| Sheet _____ Of _____   |                  |   |                   |                                      |                          |                          |          |   |                                       |
| RECYCLED PAPER  |                  |   |                   |                                      |                          |                          |          |   |                                       |

## Figure 6-8

### Daily Log Sheet for Grassing Items

| STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION<br>DAILY LOG SHEET<br>GRASSING ITEMS<br>SITE SOURCE RECORD |   |                 |                     |                                 |                   |                         | PAGE NO. _____<br>FORM 70-056-55<br>CONSTRUCTION<br>06/98 |   |
|--|---|-----------------|---------------------|---------------------------------|-------------------|-------------------------|---|---|
| FINANCIAL PROJECT ID: <u>199999-1-52-01</u>  |   |                 |                     | ITEM: SOURCE RECORD             |                   |                         |   | INSPECTOR'S REMARKS AND/OR SHOW<br>WEIGHT OF TEN HAY BALES AND CALCULATE<br>AVERAGE FOR WEIGHT PER BALE |
| DATE   | ITEM: QUICK GROW                                      | ITEM: PERMANENT | ITEM: FERTILIZER    | ITEM: MULCH                     | ITEM: WATER       | ITEM: END METER READING | DOT Inspector's Signature<br>(not initials)               |   |
|  | Item No. 570-10                                       | Item No. 570-3  | Item No. 570-5      | Item No. 570-4                  | Item No. 570-9    |                         |   |   |
|  | Quantity  | Quantity        | Quantity            | GROSS WT or No. of BALES        | Quantity          | Weight per Bale         | lbs/Bale  |   |
|  | No. BAGS  | No. BAGS        | No. BAGS            | 52 BALES                        | 79.325            | ① 4.3                   | ① 39.6  |   |
| 86- 4-1- 5   | 2   | 3               | 10                  | TARE WT or TWT PER BALE         |                   | ② 4.2                   | ② 43.7  |   |
|  | Wt. PER BAG   | Wt. PER BAG     | Wt. PER BAG         | BEG METER READING               |                   | ③ 4.3                   | ③ 39.6  |   |
|  | 50 lbs  | 50 lbs          | 50 lbs              | 41.15 lbs/Bale                  |                   | ④ 4.2                   | ④ 43.7  |   |
|  | TOTAL   | TOTAL           | TOTAL               | NET WT or TOTAL LBS/KGS         | TOTAL GALS/L      | ⑤ 4.3                   | ⑤ 41.15 lbs/Bale  |   |
|  | 100 lbs   | 150 lbs         | 500 lbs             | (BALES) 2,359.8 lbs = 1.07 lbs. | 8.315 GALS        | ⑥ 4.3                   |   |   |
|  | No. BAGS  | No. BAGS        | No. BAGS            | GROSS WT or No. of BALES        | END METER READING |                         |   |   |
|  | Wt. PER BAG   | Wt. PER BAG     | Wt. PER BAG         | TARE WT or TWT PER BALE         | BEG METER READING |                         |   |   |
|  | TOTAL   | TOTAL           | TOTAL               | NET WT or TOTAL LBS/KGS         | TOTAL GALS/L      |                         |   |   |
|  | No. BAGS  | No. BAGS        | No. BAGS            | GROSS WT or No. of BALES        | END METER READING |                         |   |   |
| 86- 4-2- 4   | 1   | 4               | 25                  | 4.58 TN                         | 87.531            | See Baled Hay ticket    |   |   |
|  | Wt. PER BAG   | Wt. PER BAG     | Wt. PER BAG         | TARE WT or TWT PER BALE         | BEG METER READING |                         |   |   |
|  | 50 lbs  | 50 lbs          | 50 lbs              | 3.55 TN                         | 79.325            |                         |   |   |
|  | TOTAL   | TOTAL           | TOTAL               | NET WT or TOTAL LBS/KGS         | TOTAL GALS/L      |                         |   |   |
|  | 50 lbs  | 200 lbs         | 1250 lbs            | 1.05 TN                         | 8.206             |                         |   |   |
|  | No. BAGS  | No. BAGS        | No. BAGS            | GROSS WT or No. of BALES        | END METER READING |                         |   |   |
|  | Wt. PER BAG   | Wt. PER BAG     | Wt. PER BAG         | TARE WT or TWT PER BALE         | BEG METER READING |                         |   |   |
|  | TOTAL   | TOTAL           | TOTAL               | NET WT or TOTAL LBS/KGS         | TOTAL GALS/L      |                         |   |   |
|  | No. BAGS  | No. BAGS        | No. BAGS            | GROSS WT or No. of BALES        | END METER READING |                         |   |   |
|  | Wt. PER BAG   | Wt. PER BAG     | Wt. PER BAG         | TARE WT or TWT PER BALE         | BEG METER READING |                         |   |   |
|  | TOTAL   | TOTAL           | TOTAL               | NET WT or TOTAL LBS/KGS         | TOTAL GALS/L      |                         |   |   |
|  | 150 lbs   | 350 lbs         | 1750 lbs (0.657 TN) | 2.119 TNS                       | 16.521 GALS       |                         |   |   |
|  | * CIRCLE PROPER UNIT OF MEASURE                       |                 |                     |                                 | + 1,000 = 16.5 MG |                         |   |   |
|  | ATTENTION: ONLY ORIGINAL FORMS/DOCUMENTATION ACCEPTED |                 |                     |                                 |                   |                         |   |   |
|  | Sheet <u>1</u> of <u>1</u> _____                      |                 |                     |                                 |                   |                         |   |   |
|  | RECYCLED PAPER  |                 |                     |                                 |                   |                         |   |   |

**Figure 6-9**  
**DAILY LOG SHEET MISCELLANEOUS TABULATION FORM**

| FIN. PROJ. ID.:  |                            | DAILY LOG SHEET<br>MISCELLANEOUS TABULATION FORM<br>SITE SOURCE RECORD |                            |                            |                            | PAGE NO.<br>Form 700-050-010<br>CONSTRUCTION<br>0698 |         |
|--|----------------------------|--|----------------------------|----------------------------|----------------------------|--|---------|
| ITEM   | Date                       | Date   | Date                       | Date                       | Date                       | TOTAL  | REMARKS |
| ITEM NO  | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net   | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net       | TOTAL<br>TOTAL<br>ACCUM TOTAL                        |         |
| ITEM NO  | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net   | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net       | TOTAL<br>TOTAL<br>ACCUM TOTAL                        |         |
| ITEM NO  | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net   | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net       | Gross<br>Tare<br>Net       | TOTAL<br>TOTAL<br>ACCUM TOTAL                        |         |
| ITEM NO  | End<br>Begin<br>Net        | End<br>Begin<br>Net  | End<br>Begin<br>Net        | End<br>Begin<br>Net        | End<br>Begin<br>Net        | TOTAL<br>TOTAL<br>ACCUM TOTAL                        |         |
| ITEM NO  | End<br>Begin<br>Net        | End<br>Begin<br>Net  | End<br>Begin<br>Net        | End<br>Begin<br>Net        | End<br>Begin<br>Net        | TOTAL<br>TOTAL<br>ACCUM TOTAL                        |         |
| ITEM NO  | Bag Ct<br>Bag Wt<br>Net    | Bag Ct<br>Bag Wt<br>Net  | Bag Ct<br>Bag Wt<br>Net    | Bag Ct<br>Bag Wt<br>Net    | Bag Ct<br>Bag Wt<br>Net    | TOTAL<br>TOTAL<br>ACCUM TOTAL                        |         |
| ITEM NO  | Capacity<br>Load Ct<br>Net | Capacity<br>Load Ct<br>Net   | Capacity<br>Load Ct<br>Net | Capacity<br>Load Ct<br>Net | Capacity<br>Load Ct<br>Net | TOTAL<br>TOTAL<br>ACCUM TOTAL                        |         |
| INSPECTOR'S<br>SIGNATURE   |                            |  |                            |                            |                            |  |         |
| ATTENTION: ONLY ORIGINAL FORMS DOCUMENTATION ACCEPTED  |                            |  |                            |                            |                            |  |         |
| Sheet _____ of _____   |                            |  |                            |                            |                            |  |         |
| RECYCLED PAPER  |                            |  |                            |                            |                            |  |         |

**Figure 6-10**  
**DAILY LOG SHEET for MISCELLANEOUS ITEMS**

| STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION<br>DAILY LOG SHEET<br>MISCELLANEOUS TABULATION FORM<br>SITE SOURCE RECORD |  |  |  |  |  |   |
|--|--|--|--|--|--|---|
| ITEM NO.   | ITEM   | Date 4-16-98   | Date 5-02-98                                 | Date 6-07-98                                 | Date   | TOTAL   |
| PAGE NO. _____<br>FORM 700-050-56<br>CONSTRUCTION<br>06/98   |  |  |  |  |  |   |
| ITEM NO  | Gross _____<br>Tare _____<br>Net _____                           | Gross _____<br>Tare _____<br>Net _____                           | Gross _____<br>Tare _____<br>Net _____       | Gross _____<br>Tare _____<br>Net _____       | Gross _____<br>Tare _____<br>Net _____             | REMARKS<br>TOTAL<br>ACCUM TOTAL                                   |
| ITEM NO 530-3-3  | Gross 55.03 lbs<br>Tare 22.15 lbs<br>Net 32.88 lbs               | Gross 55.03 lbs<br>Tare 22.15 lbs<br>Net 32.88 lbs               | Gross _____<br>Tare _____<br>Net _____       | Gross _____<br>Tare _____<br>Net _____       | Gross 75.32 lbs<br>Tare 37.59 lbs<br>Net 37.73 lbs | Set Delivery/weight tickets<br>No's. 32100 § 32011                |
| ITEM NO  | Gross _____<br>Tare _____<br>Net _____                           | Gross _____<br>Tare _____<br>Net _____                           | Gross _____<br>Tare _____<br>Net _____       | Gross _____<br>Tare _____<br>Net _____       | Gross _____<br>Tare _____<br>Net _____             | REMARKS<br>TOTAL<br>ACCUM TOTAL                                   |
| ITEM NO  | End _____<br>Begin _____<br>Net _____                            | End _____<br>Begin _____<br>Net _____                            | End _____<br>Begin _____<br>Net _____        | End _____<br>Begin _____<br>Net _____        | End _____<br>Begin _____<br>Net _____              | REMARKS<br>TOTAL<br>ACCUM TOTAL                                   |
| ITEM NO  | End _____<br>Begin _____<br>Net _____                            | End _____<br>Begin _____<br>Net _____                            | End _____<br>Begin _____<br>Net _____        | End _____<br>Begin _____<br>Net _____        | End _____<br>Begin _____<br>Net _____              | REMARKS<br>TOTAL<br>ACCUM TOTAL                                   |
| ITEM NO 530-1  | 500 ft<br>Bag Ct 200<br>Bag Wt 1 C.F.<br>Net 200 ft = 7.41 cu yd | 500 ft<br>Bag Ct 225<br>Bag Wt 1 C.F.<br>Net 225 ft = 8.33 cu yd | Bag Ct _____<br>Bag Wt _____<br>Net _____    | Bag Ct _____<br>Bag Wt _____<br>Net _____    | Bag Ct _____<br>Bag Wt _____<br>Net _____          | REMARKS<br>15.74 cu yd<br>TOTAL<br>Plu 14.82 cu yd<br>ACCUM TOTAL |
| ITEM NO 400-149  | Capacity 25 ft cu.<br>Load Ct 5 gal/cu.<br>Net 50 gallons        | Capacity 25 ft cu.<br>Load Ct 5 gal/cu.<br>Net 125.5 gal.        | Capacity _____<br>Load Ct _____<br>Net _____ | Capacity _____<br>Load Ct _____<br>Net _____ | Capacity 177.5 gal.<br>Load Ct _____<br>Net _____  | REMARKS<br>1 container =<br>5 u.s. gallons<br>Bridge No. 700532   |
| INSPECTOR'S SIGNATURE  | Reviewing Thruway  | Reviewing Thruway  | Reviewing Thruway                            | Reviewing Thruway                            | Reviewing Thruway                                  | REMARKS   |
| Sheet _____ Of _____   |  |  |  |  |  |   |

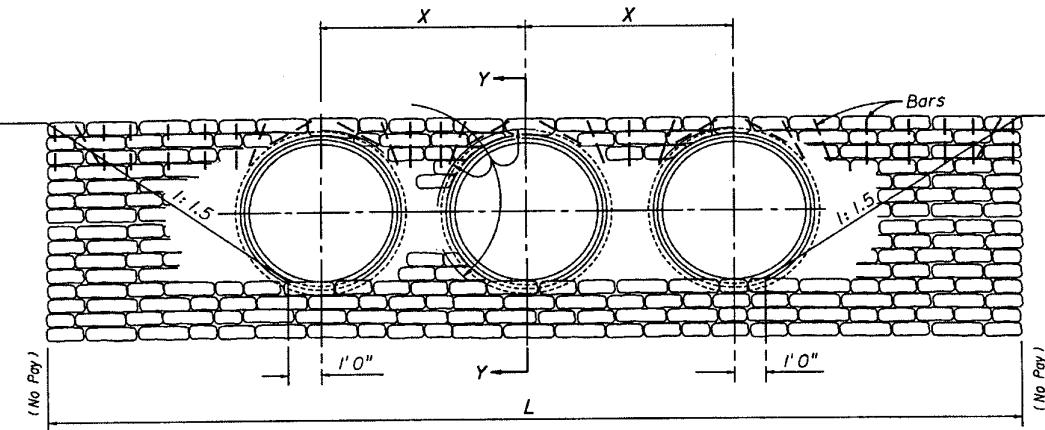
ATTENTION: ONLY ORIGINAL FORMS/DOCUMENTATION ACCEPTED

RECYCLED PAPER

### Figure 6-11 DELIVERY TICKET

|  <p><b>FLORIDA MINING &amp; MATERIALS</b><br/>CONCRETE PRODUCTS<br/>LEE DIVISION<br/>P.O. BOX 2376, 2858 FORD STREET, FT. MYERS, FLORIDA 33902, PHONE (813)334-4521</p>   |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
|--|---|--------------------------|-------------------------|-----------|-----------|-------------|-----------------------|-------------|---------|------------|-------------------------|---|---------------------|--------------------------|--|
| Plant No. <u>03-004</u>  | Del. Ticket _____   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
|  | Serial No. _____  |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
|  | Date: _____ 19 _____  |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Delivered To: _____  |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Address<br>_____   |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| F.D.O.T. Fin. Proj. ID. _____  |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| <table border="1"><thead><tr><th>Truck No.</th><th>DOT Class</th><th>DOT Mix NO.</th><th>Cubic Yards This Load</th></tr></thead><tbody><tr><td>Time Loaded</td><td>Arrived</td><td>Discharged</td><td>Cubic Yards Total Today</td></tr><tr><td>Allowable Jobsite Water Addition<br/>gals./cu. yd.</td><td>Mixing Revolutions:</td><td>At Plant:<br/>At Jobsite:</td><td></td></tr></tbody></table> |   |                          |                         | Truck No. | DOT Class | DOT Mix NO. | Cubic Yards This Load | Time Loaded | Arrived | Discharged | Cubic Yards Total Today | Allowable Jobsite Water Addition<br>gals./cu. yd. | Mixing Revolutions: | At Plant:<br>At Jobsite: |  |
| Truck No.  | DOT Class   | DOT Mix NO.              | Cubic Yards This Load   |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Time Loaded  | Arrived   | Discharged               | Cubic Yards Total Today |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Allowable Jobsite Water Addition<br>gals./cu. yd.  | Mixing Revolutions:   | At Plant:<br>At Jobsite: |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| <b>FILL OUT ON FIRST DELIVERY AND ON EACH CHANGE OF AGGREGATE WEIGHTS</b>  |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Cement<br>Brand _____<br>Amount _____  | Air _____<br>MBVR _____<br>Amount _____ oz.   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Course Agg.<br>% Moisture _____<br>Amount _____  | Retarder _____<br>MBL-80 _____<br>Amount _____ oz.                                  |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Fine Agg.<br>% Moisture _____<br>Amount _____  | Fly Ash _____<br>Source _____<br>Amount _____                                       |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Batch Water (Gals.) _____<br>Amount _____  | Cousr Agg. DOT Pit # _____<br>S.C. _____<br>Fine Agg. DOT Pit # _____<br>S.C. _____ |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| Issuance of this ticket constitutes certification to the accuracy of the above recorded information  |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| _____<br>Signature of Plant Operator or Company Rep.   |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| WATER ADDED ON JOBSITE _____ GALLONS   |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |
| ADDITIONAL MIXING REVOLUTIONS _____  |   |                          |                         |           |           |             |                       |             |         |            |                         |   |                     |                          |  |

**Figure 6-12**  
**SAMPLE SKETCH OF RIPRAP STRUCTURE**



Note: Sketches must be submitted when pay is authorized outside limits as shown on the indexes. (No sketches will be required if built as per index).

Example: (1) Index No. 258 shows 31.1 cubic yards.  
Delivery Tickets show 36.0 cubic yards.  
We will pay \_\_\_\_\_ 31.1 cubic yards.

(2) Index No. 258 shows 31.1 cubic yards.  
Delivery Tickets show 25.0 cubic yards.  
We will pay \_\_\_\_\_ 25.0 cubic yards.

## Figure 6-13 SAND CEMENT RIPRAP PAY ANALYSIS

### Step 1 STRUCTURE QUANTITY DETERMINATION

Approved Quantity Dimension = 31.1 cu. yds.

A sketch must be submitted when : (1) pay is authorized outside limits as shown on the index, or (2) the structure constructed is not described by the index. No sketch will be required if built per index - See Figure 6-12.

### Step 2 DELIVERY QUANTITY DETERMINATION

Prebag ticket  
Delivery tickets

(Delivery tickets must be submitted showing the weights of sand & cement actually used for each delivery ticket. See Figure 6-11)

Example  
Tally Book Summary

Jan. 9, 1990 = 8 cy = sand = 18,360 lbs.  
= cement = 4,064 lbs.  
Jan. 10, 1990 = 8 cy = sand = 18,360 lbs.  
= cement = 4,064 lbs.  
Jan. 11, 1990 = 8 cy = sand = 18,360 lbs.  
= cement = 4,064 lbs.  
Jan. 12, 1990 = 8 cy = sand = 18,360 lbs.  
= cement = 4,064 lbs.  
32 cu. yds.

**Note:** Whichever is the lesser of Step 1 or Step 2 above, shall be paid.  
In the above example the structure quantity should be paid. If the delivery ticket quantity had been less than the structure quantity, the actual quantity delivered would have been paid.

### Step 3 5:1 DETERMINATION

- I. Computations to check for the actual ratio of the 5:1 mix :  
 $18,360 \text{ lbs sand} \div 85 \text{ lbs/cf} = 216 \text{ cf}$   
 $4,064 \text{ lbs cement} \div 94 \text{ lbs/cf} = 43.2 \text{ cf}$   
 $216 \div 43.2 = 5.0$ , therefore this is a 5:1 mix, as required.
- II. CONSIDER: If the 5:1 mix had not been achieved, and the mix was allowed to be placed on the project, the following documentation is required:
  - A. C-165 with negotiated pay reduction.
  - B. Supplemental Agreement revising the unit price.

**Figure 6-14**  
**Contractors Certified Invoice MOT Sheet**

| CONTRACTORS CERTIFICATION OF QUANTITIES<br>MAINTENANCE OF TRAFFIC SHEET   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
|---|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|--------------------------|
| CONTRACTOR: _____   |                                   |                                   | CERTIFICATION NO.: _____          |                                   |                                   | PERIOD REPRESENTED BY CERTIFICATION |                                   |                                   | STATE ROAD NO.: _____    |
| FINANCIAL ID NUMBER: _____  |                                   |                                   | CONTRACT NO.: _____               |                                   |                                   | FROM: (MM/DD/YY/R) _____            |                                   |                                   | TO: (MM/DD/YY/R) _____   |
| PAY ITEM #, > 0102-80, Signs, Work Zone   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DESCRIPTION > Signs, Work Zone  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DAY<br>OF THE<br>MONTH  | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED)   | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | STATE ROAD NO.: _____    |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | FROM: (MM/DD/YY/R) _____ |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | TO: (MM/DD/YY/R) _____   |
| 0102-71-11, Barrier Wall (F&I)(Conc)  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DESCRIPTION > Barrier Wall (F&I)(Conc)  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DAY<br>OF THE<br>MONTH  | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED)   | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | STATE ROAD NO.: _____    |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | FROM: (MM/DD/YY/R) _____ |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | TO: (MM/DD/YY/R) _____   |
| 0102-14, Traffic Control Officers   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DESCRIPTION > Traffic Control Officers  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DAY<br>OF THE<br>MONTH  | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED)   | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | STATE ROAD NO.: _____    |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | FROM: (MM/DD/YY/R) _____ |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | TO: (MM/DD/YY/R) _____   |
| 0102-78, Panels, Advanced Warning Arrow   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DESCRIPTION > Panels, Advanced Warning Arrow  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DAY<br>OF THE<br>MONTH  | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED)   | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | STATE ROAD NO.: _____    |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | FROM: (MM/DD/YY/R) _____ |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | TO: (MM/DD/YY/R) _____   |
| 0102-3, Driveway Main Comm Material   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DESCRIPTION > Driveway Main Comm Material   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| DAY<br>OF THE<br>MONTH  | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED)   | TOTAL<br>ACCURED<br>TODAY<br>(ED) | TOTAL<br>ACCURED<br>TODAY<br>(ED) | STATE ROAD NO.: _____    |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | FROM: (MM/DD/YY/R) _____ |
|   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   | TO: (MM/DD/YY/R) _____   |
| REMARKS   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| I certify that, based on my personal knowledge and well-founded belief following my own reasonable investigation, the above counts, measurements, and quality of products are correct and accurate. |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| Contractor's Authorized Agent (Print Name & Co): _____  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| Contractor's Authorized Agent (Signature): _____  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| Work Site Traffic Supervisor (Print Name) _____   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| Work Site Traffic Supervisor (Signature) _____  |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |
| Date: _____   |                                   |                                   |                                   |                                   |                                   |                                     |                                   |                                   |                          |

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

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

Work Site Traffic Supervisor (Print Name)  
Work Site Traffic Supervisor (Signature)

## Figure 6-15 Contractor Certification of Quantities (MOT) (Signs, etc)

## Figure 16 Daily Work Sheet Form

|  |                              |                       |               |
|--|------------------------------|-----------------------|---------------|
| STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION | MAINTENANCE OF TRAFFIC SHEET |                       |               |
| <b>DAILY WORKSHEET</b>                         |                              | STATE ROAD NO.:       | DATE:         |
| CONTRACTOR:                                    | CERTIFICATION NO.:           | FINANCIAL PROJECT ID: | CONTRACT NO.: |
| PRINT NAME: _____                              |                              |                       |               |

## Figure 6-17 Contractor Monthly Certification of Quantities

| CONTRACTOR: _____           |   | STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION<br>MAINTENANCE OF TRAFFIC SHEET |               | STATE ROAD NO.: _____               |                        |
|-----------------------------|---|--|---------------|-------------------------------------|------------------------|
| CERTIFICATION NO.: _____    | CONTRACT NO.: _____                         | (Painting Traffic Stripes)   |               | PERIOD REPRESENTED BY CERTIFICATION | FROM: (MO/DY/YR) _____ |
| FINANCIAL PROJECT ID: _____ | TO: (MO/DY/YR) _____                        | REMARKS / EXPLANATIONS   |               |                                     |                        |
| PAY ITEM NUMBER             | DESCRIPTION                                 | UNIT   | THIS ESTIMATE |                                     |                        |
| 0710- 6                     | Directional Arrows, Painted                 | EA   |               |                                     |                        |
| 0710- 7                     | Pavement Message, Painted                   | EA   |               |                                     |                        |
| 0710-11                     | Remove Existing Markings (Paint)            | SF   |               |                                     |                        |
| 0710-21                     | Skip Traffic Stripe (White/Black)           | GM   |               |                                     |                        |
| 0710-22                     | Skip Traffic Stripe (Yellow)                | GM   |               |                                     |                        |
| 0710-23- 61                 | Solid Traffic Stripe (White/Black)(6")      | NM   |               |                                     |                        |
| 0710-23- 81                 | Solid Traffic Stripe (White/Black)(8")      | NM   |               |                                     |                        |
| 0710-24- 61                 | Solid Traffic Stripe (Yellow)(6")           | NM   |               |                                     |                        |
| 0710-24- 81                 | Solid Traffic Stripe (Yellow)(8")           | NM   |               |                                     |                        |
| 0710-25- 61                 | Solid Traffic Stripe (White/Black)(6")      | LF   |               |                                     |                        |
| 0710-25- 81                 | Solid Traffic Stripe (White/Black)(8")      | LF   |               |                                     |                        |
| 0710-25-121                 | Solid Traffic Stripe (White/Black)(12")     | LF   |               |                                     |                        |
| 0710-25-161                 | Solid Traffic Stripe (White/Black)(16")     | LF   |               |                                     |                        |
| 0710-25-181                 | Solid Traffic Stripe (White/Black)(18")     | LF   |               |                                     |                        |
| 0710-25-241                 | Solid Traffic Stripe (White/Black)(24")     | LF   |               |                                     |                        |
| 0710-26- 61                 | Solid Traffic Stripe (Yellow)(6")           | LF   |               |                                     |                        |
| 0710-26- 81                 | Solid Traffic Stripe (Yellow)(8")           | LF   |               |                                     |                        |
| 0710-26-121                 | Solid Traffic Stripe (Yellow)(12")          | LF   |               |                                     |                        |
| 0710-26-161                 | Solid Traffic Stripe (Yellow)(16")          | LF   |               |                                     |                        |
| 0710-26-181                 | Solid Traffic Stripe (Yellow)(18")          | LF   |               |                                     |                        |
| 0710-26-241                 | Solid Traffic Stripe (Yellow)(24")          | LF   |               |                                     |                        |
| 0710-27                     | Skip Traffic Stripe (White/Black)           | LF   |               |                                     |                        |
| 0710-28                     | Skip Traffic Stripe (Yellow)                | LF   |               |                                     |                        |
| 0710-29                     | Reflective Paint (Island Nose)(White)       | SY   |               |                                     |                        |
| 0710-30                     | Reflective Paint (Island Nose)(Yellow)      | SY   |               |                                     |                        |
| 0710-79                     | Alternating Skip Traffic Stripe             | GM   |               |                                     |                        |
| 0710-90                     | Painted Pavement Markings (Final Surface)   | LS   |               |                                     |                        |
| 0102-78                     | Reflective Pavement Markers (Temporary)     | EA   |               |                                     |                        |
| 0102-91- 2                  | Removable Pavement Marking (Solid) (White)  | LF   |               |                                     |                        |
| 0102-91-2- 2                | Removable Pavement Marking (Solid) (Yellow) | LF   |               |                                     |                        |

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

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

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

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

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

**Figure 6-18**  
**Initial Retroreflectivity Reading Certification Sheet**

## Field Records

## Figure 19

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

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

