# F.E. QUALIFICATION PERFORMANCE REPORT

**Independent Assurance Information**

Employee Name:      Contract No.:

(or) Employee TIN:      District:

Resident Office:      Date:

Location:

**Summary of Areas Reviewed:**

Contract Administration:

Earthwork:

Asphalt:

 Concrete:

 Value Added/Warranties:

**Summary of Observations:**

**If results were unsatisfactory, indicate action taken:**

[ ]  1st Action: results documented. (cc: Employee, and Resident Engineer (RE)).

[ ]  2nd Action: results documented. (cc: Employee, RE, and District Final Estimates Manager (DFEM))

[ ]  3rd Action: results documented and FE Level II Revoked (cc: Employee, Supervisor, RE, DFEM, State Final Estimates Engineer (SFEE), and District Construction Engineer (DCE)).

**Independent Assurance Observer Attachment**: FE Checklist

# FINAL ESTIMATES CHECKLIST (DFEO Checklist for IA Reviews)

| **ITEMS CHECKED** | **REFERENCES** | **P** | **F** | **N/A** | **REMARKS** |
| --- | --- | --- | --- | --- | --- |
| Contract Administration |
| 1. Contract, Contract Plans, Special Provisions, etc. available
 | CPAM 5, RAM | [ ]  |  [ ]  |  [ ]  |        |
| 1. Plan Summary Boxes/Estimated Quantities Report
 |
| 1. Price adjustments applied and shown
 | Specifications | [ ]  |  [ ]  |  [ ]  |        |
| 1. Final quantities summarized within 30 days of pay item closeout
 | CPAM 5.12 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Cross-reference all data that supports the final quantity
 | CPAM 5.13 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Thickness adjustments applied and shown
 | Specification 285 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Method of payment verification (Plan Quantity, Final Measure, or Lump Sum)
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. All Final Estimates documentation and back up in EDMS or Collaboration Site, as applicable.
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. Final As-Built Plans
 |
| 1. Updated as project progresses
 | CPAM 5.12 | [ ]  |  [ ]  |  [ ]  |        |
| 1. All field revisions shown within 30 days of the change. Marked up in red font. All EOR revisions placed appropriately per Section 5.12 of CPAM.
 |  CPAM 5.12 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Voided sheets identified and in the correct order.
 |  CPAM 5.12 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Bridge Plans
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. Load Ratings recorded on appropriate forms and submitted with Plans
 | CPAM 5.12 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Drill Shaft Inspection records submitted with Plans
 | CPAM 5.12 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Pile Driving Log certified and submitted
 | CPAM 5.12 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Contract Time
 |
| 1. All time extensions reflected on Form 28
 | CPAM 5.11 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Overrun in contract time reflected in LDs/disincentive charged on progress estimate
 | CPAM 5.11, Specifications | [ ]  |  [ ]  |  [ ]  |        |
| 1. Deduction made for late contract execution
 | Specifications 3-6 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Contractor’s Certifications - Payment based on Certification of Quantities received monthly:
 |
| 1. Bituminous Certification (All Projects)
 | CPAM 5.14 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Fuel Certification (LS/DB Projects). For Conventional, done in Site Manager
 | CPAM 6.2 | [ ]  |  [ ]  |  [ ]  |        |
| 1. MOT Signs, etc. & Traffic Markings Certifications (Conventional Projects only)
 | CPAM 5.14 | [ ]  |  [ ]  |  [ ]  |        |
| 1. All other monthly certifications pertaining to the progress estimate and monthly payment
 | CPAM 5.11 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Materials
 |
| 1. Check all deficiencies, in Certification of Materials as they are turned in. (Have you addressed this on pay estimates?)
 |   | [ ]  |  [ ]  |  [ ]  |        |
| Earthwork |
| 1. Pre-construction work
 |
| 1. If cross-section waiver requested, was it approved prior to clearing & grubbing?
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. Bench level loop performed and verified.
 | CPAM 5.16 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Errors in vertical control data detected in the initial benchmark loop verification field notes with results forwarded to contractor?
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. Has verification of existing surfaces been recorded appropriately prior to any clearing & grubbing?
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. Errors in cross-sections detected, and was contractor notified?
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. If paying by truck measurements, has a list of trucks with their assigned numbers and their certified capacity been provided?
 | CPAM 5.14 | [ ]  |  [ ]  |  [ ]  |        |
| 1. During Construction work:
 |
| 1. Have all temporary benchmarks used during subsoil excavation been properly referenced using the Final Measurement Miscellaneous form? Is there any reference to the original Benchmark (BM)?
 |   | [ ]  | [ ]  | [ ]  |        |
| 1. If extra depth subsoil encountered and excavated, have calculations been made for accurate payment for additional material?
 | CPAM CH 5.16, Specifications120-14.2.3 | [ ]  | [ ]  | [ ]  |        |
| 1. After Completion of Earthwork:
 |  |  |  |  |  |
| 1. Have all adjustments to embankment due to subsoil excavation overruns or underruns been made?
 |   | [ ]  | [ ]  | [ ]  |        |
| 1. Ensure subsoil excavation that exceeds the limits of authorized excavation has not been paid and embankment quantity has not been adjusted.
 |   | [ ]  | [ ]  | [ ]  |        |
| 1. Have all changes to final earthwork been indicated on Final As-Built Plans, and/or cross-section plots included?
 |   | [ ]  |  [ ]  |  [ ]  |        |
| Asphalt |
| 1. Conventional Projects
 |  |  |  |  |  |
| 1. Does the lot submittal package have all supporting documentation?
 | CPAM 11.1 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Do the tonnage tickets match the Contractor’s Quality Control reports?
 |   | [ ]  |  [ ]  |  [ ]  |        |
| 1. Unit price adjustment for each composite pay factor adjustment? Paid on the monthly estimate after lot closes?
 | CPAM 11.4 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Asphalt Pay item paid per Specifications (up to 105% adjustments) made on the monthly estimate
 | Specifications 234, 285, 287, 334, 337, 339 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Have pay reductions been assessed?
 | Specifications | [ ]  |  [ ]  |  [ ]  |       |
| 1. Roadway As-Built Pavement data submitted appropriately
 | CPAM 11.4 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Alternative Contracts (LS and DB)
 |  |  |  |  |  |
| 1. Is there a LOT Submittal Package for each adjustment to the lump sum price based on the composite pay factor worksheet?
 | CPAM 11.1 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Fuel & Bituminous adjustments in accordance with Contract?
 | Specifications 9-2.1.1 and 9-2.1.2 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Are monthly payments shown on the Schedule of Values (SOV)?
 |   | [ ]  |  [ ]  |  [ ]  |       |
| 1. Asphalt Adjustments up to 105% per Specifications?
 | Specifications 234, 285, 287, 334, 337, 339 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Any pay reductions? Have they been assessed per Specifications?
 |   | [ ]  |  [ ]  |  [ ]  |       |
| Concrete (Foundations, Substructure, and Superstructure) |
| 1. Records
 |  |  |  |  |  |
| 1. Are low strength failure pay reductions calculated according to Contract?
 | Specifications346-11.3 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Have applicable adjustments to unit price been made per the Contract Documents?
 |   | [ ]  |  [ ]  |  [ ]  |       |
| 1. Piling verification
 |  |  |  |  |  |
| (a) Authorized pile lengths provided? | Specifications 455-5.15.3 | [ ]  |  [ ]  |  [ ]  |        |
| 1. Payments for preformed holes, buildups, splices, re-drives, and set checks documented in pile driving records and related to payment according to specifications?
 | Specifications 455-3 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Elevations/benchmarks documented on each form
 |   | [ ]  |  [ ]  |  [ ]  |       |
| 1. Drilled Shafts
 |
| 1. Have the applicable adjustments in payment been made per the Contract Documents?
 |   | [ ]  |  [ ]  |  [ ]  |        |
| Value Added Features (Warranties) entered into SiteManager and CIM (CPAM 8.14) |
| 1. Asphalt pavement
 | Specifications 337-338 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Bridge deck exp. joints, other bridge warranties
 | Specifications 401 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Bearing devices
 | Specifications 401 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Bridge electrical/ lighting system
 | Specifications 401 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Coatings
 | Specifications 401 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Concrete pavement
 | Specifications 355 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Design Build warranty (complete project)
 |   | [ ]  |  [ ]  |  [ ]  |       |
| 1. Bridge drainage system
 | Specifications 401 | [ ]  |  [ ]  |  [ ]  |       |
| 1. ITS warranty
 |   | [ ]  |  [ ]  |  [ ]  |       |
| 1. Landscape installation
 | Specifications 580 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Post construction warranty (add-on)
 |   | [ ]  |  [ ]  |  [ ]  |       |
| 1. Traffic markings
 | Specifications 707-713 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Performance turf
 | Specifications 570 | [ ]  |  [ ]  |  [ ]  |       |
| 1. Building warranties
 |   | [ ]  |  [ ]  |  [ ]  |       |
| 1. Other
 |   | [ ]  |  [ ]  |  [ ]  |       |