

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

Distribution: See Above

FINAL ESTIMATES CHECKLIST (DFEO Checklist for IA Reviews)

ITEMS CHECKED	REFERENCES	P	F	N/A	REMARKS
(A) Contract Administration					
(1) Contract, Contract Plans, Special Provisions, etc. available	CPAM CH 5, R&AM				
(2) Plan Summary Boxes					
(a) Price adjustments applied and shown	Specifications				
(b) Final quantities summarized within 30 days of pay item closeout	CPAM CH 5				
(c) Cross-reference all data that supports the final quantity	CPAM CH 5				
(d) Penalties assessed and shown					
(e) Thickness adjustments applied and shown	Specification 285				
(f) Method of payment verification (Plan Quantity, Final Measure, or Lump Sum)					
(g) All Final Estimates documentation and back up in EDMS or Collaboration Site, as applicable.					
(3) Final As-Built Plans					
(a) Updated as project progresses	CPAM CH 5				
i. 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.					
ii. Voided sheets identified and in the correct order.					

ITEMS CHECKED	REFERENCES	P	F	N/A	REMARKS
(b) Bridge Plans					
i. Load Ratings recorded on appropriate forms and submitted with Plans	CPAM CH 5				
ii. Drill Shaft Inspection records submitted with Plans	CPAM CH 5				
iii. Pile Driving Log folders certified and submitted with Plans	CPAM CH 5				
(4) Contract Time					
(a) All time extensions reflected on summary contract time	CPAM CH 5				
(b) Overrun in contract time reflected in LDs/disincentive charged on monthly or progress estimate	CPAM, Specifications				
(c) Deduction made for late contract execution	Specifications				
(d) Time charges summarized					
(5) Contractor's Certifications - Payment based on Certification of Quantities received monthly:					
(a) Bituminous Certification (All Projects)					
(b) Fuel Certification (LS/DB Projects). For Conventional, done in Site Manager					
(c) MOT Signs, etc. & Traffic Markings Certifications (Conventional Projects only)					
(d) All other monthly certifications pertaining to the progress estimate and monthly payment	CPAM CH 5				

ITEMS CHECKED	REFERENCES	P	F	N/A	REMARKS
(6) Materials					
(a) Check all deficiencies, in Certification of Materials as they are turned in. (Have you addressed this on pay estimates?)					
(B) Earthwork					
(1) Pre-construction work					
(a) If cross-section waiver requested, was it approved prior to clearing & grubbing?					
(b) Bench level loop performed and verified.	CPAM CH 5				
(c) Errors in vertical control data detected in the initial benchmark loop verification field notes with results forwarded to contractor?					
(d) Has verification of original terrain line been recorded appropriately prior to any clearing & grubbing?					
(e) Errors in cross-sections detected, and was contractor notified?					
(f) If paying by truck measurements, has a list of trucks with their assigned numbers and their certified capacity been provided?	Per Specs				
(2) During Construction work:					
(a) Have all temporary benchmarks used during subsoil excavation been properly referenced using the Final Measurement Miscellaneous form? Is there any reference to the original Bench Mark (BM)?					

ITEMS CHECKED	REFERENCES	P	F	N/A	REMARKS
(b) If extra depth subsoil encountered and excavated, have calculations been made for accurate payment for additional material?	CPAM CH 5, Specifications				
(c) Is subsoil excavation that exceeds the limits of authorized excavation been paid for and explained for each occurrence?					
(3) After Completion of Earthwork:					
(a) Have all adjustments to embankment due to subsoil excavation overruns or underruns been made?					
(b) Have final measurements/counts been summarized, checked & documented on the appropriate Site Source Record?					
(c) Have all changes to final earthwork been indicated on Final As-Built Plans, and/or cross-section plots included?					
(C) Asphalt					
(1) Conventional Projects					
(a) Does the lot submittal package have all supporting documentation?	CPAM CH 11				
(b) Does the tonnage tickets match the Contractor's Quality Control reports?					
(c) Unit price adjustment for each composite pay factor percentage adjustment? Paid on the monthly estimate after lot closes?					

ITEMS CHECKED	REFERENCES	P	F	N/A	REMARKS
(d) Asphalt Pay item paid per Specifications (up to 105% adjustments) made on the monthly estimate	Section 234, 285, 287, 334, 337,339				
(e) Have penalties been assessed?	Specifications				
(f) Roadway As-Built Pavement data submitted appropriately	CPAM CH 5				
(2) Alternative Contracts (LS and DB)					
(a) Is there a LOT Submittal Package for each adjustment to the lump sum price based on the composite pay factor worksheet?					
(b) Fuel & Bituminous adjustments in accordance with Contract?					
(c) Are monthly payments shown on the Schedule Of Values (SOV)?					
(d) Asphalt Adjustments up to 105% per Specifications?					
(e) Any Penalties? Have they been assessed per Specifications?					
(D) Concrete (Foundations, Substructure, and Superstructure)					
(1) Records					
(a) Are low strength failure penalties calculated according to Contract?					
(b) Have applicable adjustments to unit price been made per the Contract Documents?					
(2) Piling verification					
(a) Authorized pile lengths provided?					

ITEMS CHECKED	REFERENCES	P	F	N/A	REMARKS
(b) Payments for performed holes, buildups, splices, re-drives, and set checks documented in pile driving records and related to payment according to specifications?					
(c) Elevations/bench marks documented on each form					
(3) Drill Shafts					
(a) Have the applicable adjustments in payment been made per the Contract Documents?					
(E) Value Added Features (Warranties) entered into CIM (CPAM 8.14)					
(1) Asphalt pavement	Section 337-338				
(2) Bridge deck exp. joints, other bridge warranties	Section 401				
(3) Bearing devices	Section 401				
(4) Bridge electrical/ lighting system	Section 401				
(5) Coatings	Section 401				
(6) Concrete pavement	Section 355				
(7) Design Build warranty (complete project)					
(8) Bridge drainage system	Section 401				
(9) ITS warranty					
(10) Landscape installation	Section 580				
(11) Post construction warranty (add-on)					
(12) Traffic markings	Section 707-713				
(13) Performance turf	Section 570				
(14) Building warranties					
(15) Other					