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**OCTOBER 12, 2023** 

# **POLL QUESTION**

### Have you taken the Final Estimates Level 2 Course?

- Yes
- No

# **POLL QUESTION**

How many years of experience in FDOT Project Management do you have?

- 0-2 years
- 3-5 years
- 5-10 years
- 10-20 years
- I'm an expert!



### WHERE WE'RE GOING:

- What is Final Estimates?
- General Information
- Monthly Estimates
- Final As-Built Plans
- Final Estimate Process



# **POLL QUESTION**

### What does Final Estimates mean to you?

- Closeout Process at the end of the project
- Only applies during monthly payments

Backup documentation throughout the project

## WHAT IS FINAL ESTIMATES?

- Starts at the beginning of the project.
- Ensures that the Contractor is paid fairly for the work performed and accepted.
- Ensures that the Department has the proper documentation to justify payment to Contractor
  - Contract quantities
  - Time
  - Material acceptance
- CTQP Level 2 Qualification in Final Estimates

# HOW FINAL ESTIMATES IS CALCULATED?

### <u>Read the Contract</u>

- Know the Specifications Year and Modifications to the Specifications
- Know the Contract Type Specification 4-1
  - Conventional
  - Lump Sum 🔶
  - Design-Build
- Know the Plans
- Know the Procedures
  - Construction Project Administration Manual (CPAM)
  - Review & Administrative Manual (RAM)

https://www.fdot.gov/construction Documents and Publications > Manuals

## WHAT ARE SOME OF THE CONTRACT DOCUMENTS?

#### • Contract

 Modifications to the Contract, such as Supplemental Agreements & Work Orders

• The Plans

https://www.fdot.gov/programmanagement/ Under Office Divisions > Specifications

- Standard Specifications
- Supplemental Specifications
- Developmental Specifications
- Technical Special Provisions
- Special Provisions

https://www.fdot.gov/design Documents and Publications > Standard Plans

• Standard Plans

### **ORDER OF PRECEDENCE**

Specification 5-2

**Special Provisions** 

**Technical Special Provisions** 

**Plans** 

**Standard Plans** 

**Developmental Specification** 

**Supplemental Specifications** 

Standard Specification for Road and Bridge Construction

## WHAT ARE SOME OF HELPFUL RESOURCES?

### • CPAM

- RAM
- CTQP Final Estimates Level II Manual 🔶
- Final Estimates External Website 🔶
  - Final Estimates Guidelist
- Final Estimates SharePoint Site

https://www.fdot.gov/programmanagement/ Documents, Publications & Applications > Basis of Estimates (BOE)

• Basis of Estimates (BOE) Manual

# **POLL QUESTION**

Which resources below are binding contract documents **for the Contractor**?

- Basis of Estimates Manual
- Construction Project Administration Manual
- Review and Administration Manual
- Final Estimates Guidelist
- None

## HOW ARE PAY ITEMS PAID?

#### Plan Quantity

• Designer Quantity

#### 9-3.2 Payment Based on Plan Quantity:

9-3.2.1 Error in Plan Quantity: As used in this Article, the term "substantial error" is defined as the smaller of (1) or (2) below:

a difference between the original plan quantity and final quantity of more than 5%,

2. a change in quantity which causes a change in the amount payable of **more than \$5,000.** 

#### • Lump Sum

- Same as above
- Secondary Units are considered

### Final Measure

- Certified Quantities
  - Contractor Measures & Resident Office Spot Checks
- Final Measure
  - Resident Office Measures

UNITS OF MEASURE ASSIGNED TO PAY ITEMS

### Units of Measure:

- 1 Lump Sum
- Per Each, Each Day
- Length Linear Feet
- Area Square feet, Square Yards, Acre
- Volume Cubic Feet, Cubic Yards
- Weight Lbs, Tons

- This information is found in the Specifications under Method of Measurement
- The Basis of Estimates Manual also has this information, as well as the accuracy required for each unit of measure in BOE Chapter 2.

## MONTHLY ESTIMATE PROCESS

<u>Estimate Cut-Off Dates</u>

- All on Sunday
- Typically 3<sup>rd</sup> Sunday
- Monday Friday is considered Estimates Week

2	0	1	2	
2	U	Z	5	

January 15, 2023	February 19, 2023	March 19, 2023
April 16, 2023	May 14, 2023 (2nd Sunday)	June 11, 2023 (2nd Sunday)
July 16, 2023	August 20, 2023	September 17, 2023
October 15, 2023	November 12, 2023 (2nd Sunday)	December 17, 2023

### **SURVEY TIME**

Which of the following are reasons the cutoff dates are not on the typical 3<sup>rd</sup> Sunday?

End of the Fiscal Year

- Dates are in the Standard Specs
- Avoid the Thanksgiving Holidays
- Avoid the Christmas Holidays

## MONTHLY ESTIMATE PROCESS



### **CONTRACTOR:**

Submit the following (minimum):

- Certification of Quantities Forms, if applicable
  - MOT, Signs, etc.
  - Striping
  - Asphalt and Bituminous Material
  - Fuel (LS/DB Only)
- Certification Disbursement of Previous Periodic Payment to Subcontractors
  - All estimates except the first
- Construction Compliance with Specs & Plans
- Where to find this information?
  CPAM 5.11 and 5.14

https://www.fdot.gov/construction Documents and Publications > Manuals

## MONTHLY ESTIMATE PROCESS



### **RESIDENT OFFICE:**

### • Verify Quantities are Reasonable

• Remember it's an Estimate not an Invoice

# • Verify the Contractor's Certifications have been filled out correctly

- Are Digital Signatures Valid?
- Have digital and wet-ink signatures been mixed?
- Are forms in the proper format?
- Generate the Estimate in AASHTOware Project Construction (PrC)

Includes Adjustments

ESTIMATE CREATED: 11/22/16 COSECT FIN. PROJ.# MANDST		GER PAY ESTIMATE	PESPJ11-1 PAGE 1 CONTR. TYPE: CC CONSTRUCTION
60002 430908-2-52-01 03	<ul> <li>PROGRESS EST.NO.</li> </ul>		CONTRACT NO. T3544 ENGLISH
PROG. NUMBER - 5205		CRESTVIEW CONSTRUCTI	LETTING DATE 03/25/15
F.A.P. NO. 0101213I			NO. OF JOBS ON ESTIMATE 01 / 01
CONTRACTOR: F010692695002 OLDCAS	STLE MATERIALS SOUTHEASTER MIDSO	UTH PAVING INC.	ESTIMATE PERIOD END DATE: 10/31/16
S.R. NO. SR 8 IN WALTON DESCRIPTION: SR 8 (I-10) FROM OK	CO. KALOOSA CO LINE TO EAST OF BOY SCOU	T ROAD	CONTRACTOR: F010692695002 OLDCASTLE MATERIALS SOUTHEASTER MIDSOUTH PAVING INC. BIRMINGHAM AL

FROM COMMENCEMENT OF WORK JUN 23, 2015 TO OCT 31, 2016 INCLUSIVE

ITEM	ITEM		COUN	I	Q_U_A_N_T	I_T_I_E_S		UNIT	AMOUNT
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WORK ZONE SIGN	0102 60		ED	14,467.000	8,884.000	+5,370.000	14,254.000 99	0.2500	3,563.50
CHANNELIZING DEVICE- TY	0102 74	1	ED	109,534.000	14,792.000	+8,778.000	23,570.000 22	0.1300	3,064.10
PES I, II, DI, VP, DRUM									
ARROW BOARD / ADVANCE W	0102 76		ED	562.000	166.000	+58.000	224.000 40	5.0000	1,120.00
ARNING ARROW PANEL									
HIGH INTENSITY FLASHING	0102 77		ED	1,732.000	2,130.000	+1,471.000	3,601.000 208	0.2500	900.25
LIGHTS, TEMP, TYPE B									
TEMPORARY RETROREFLECTI	0102 78		EA	4,750.000	9,311.000	+0.000	9,311.000 196	2.8000	26,070.80
VE PAVEMENT MARKER									
PORTABLE CHANGEABLE MES	0102 99		ED	508.000	1,194.000	-4.000	1,190.000 234	15.0000	17,850.00
SAGE SIGN, TEMPORARY									
PORTABLE REGULATORY, SI	0102150	1	ED	644.000	392.000	+78.000	470.000 73	5.0000	2,350.00
GN									
RADAR SPEED DISPLAY UNI	0102150	2	ED	644.000	392.000	+78.000	470.000 73	5.0000	2,350.00
Т									
	0104 10	3	LF				2,452.000 149		
INLET PROTECTION SYSTEM			EA				66.000 100		
	0107 1		AC				1,815.160 58		
	0107 2		AC				1,027.900 33		
		1	LS				1.000 100	· · · · · · · · · · · · · · · · · · ·	
REMOVAL OF EXISTING CON	0110 4		SY	1,463.000	1,569.500	+0.500	1,570.000 107	26.0300	40,867.10
CRETE PAVEMENT									
BORROW EXCAVATION, TRUC	0120 2	2	CY	4,374.000	3,211.000	+24.000	3,235.000 74	17.0000	54,995.00
K MEASURE									
REGULAR EXCAVATION (3-R	0120 71		LS	1.000	1.000	+0.000	1.000 100	52,000.0000	52,000.00
PROJECTS ONLY)									
				<u> </u>					

											- I Suller Market Length and the
	ESTIMATE CREATED: 11/16/	/16			STATE OF FLOR	IDA DEPARTMENT O	TRANSPORT	TATION		PESPJ11-1	PAGE 1
	COSECT FIN. PROJ.#	MANDST J	OB NO	).	TRNSPOR	T/SITEMANAGER PA	C ESTIMATE		CONT	R. TYPE: CLS CON	NSTR LUMP SUM
	46110 435518-1-52-01	03	-		PROGRES	S EST.NO. 0001	C.C. NO.			RACT NO. T3595	
	PROG. NUMBER - 5202						PANAMA (	CITY CONSTRUC		ING DATE 07/27/10	
	F.A.P. NO. 8886871A		DDDD							OF JOBS ON ESTIMA	
	CONTRACTOR: F59168395100	03 C. W. RO	BERLE	s CON	TRACTING, INC				ESTI	MATE PERIOD END I	DATE: 11/13/16
2.43			-								
	S.R. NO. SR 391 IN BAY	-	CO.		(110 001) 00					ACTOR: F591683951	
	DESCRIPTION: SR 391 AIRE	PORT ROAD F	ROM 5	SR 75	(US 231) TO	HARRISON AVENUE			C. W	I. ROBERTS CONTRAC	CTING, INC.
									TALL	AHASSEE	7L
									TADE	IANASSEE 1	
	FROM COMMENCEMENT OF WORK	x 0.000 1.2 .2	016 7		VI 12 201C TN	OTHETAR					
	FROM COMMENCEMENT OF WOR	K UCI 12, 2	010 1	IO NO	V 13, 2010 IN	CTORIAE					
	ITEM	ITEM	CO	UN		OUANTI	TES			UNIT	AMOUNT
122	DESCRIPTION		NBR	_	PLAN		THIS EST.	TO-DATE	8	PRICE	TO-DATE
	LUMP SUM CONTRACT, ALTE	0999 2		LS	1.000	0.000	+0.542	0.542	54	183,958.2200	99,705.36

LUMP SUM CONTRACT ESTIMATE

RNATIVE BIDDING

## PAY ITEM ADJUSTMENTS

### **Types of Pay Item Adjustments**

Contract Adjustments

• Line Item Adjustments

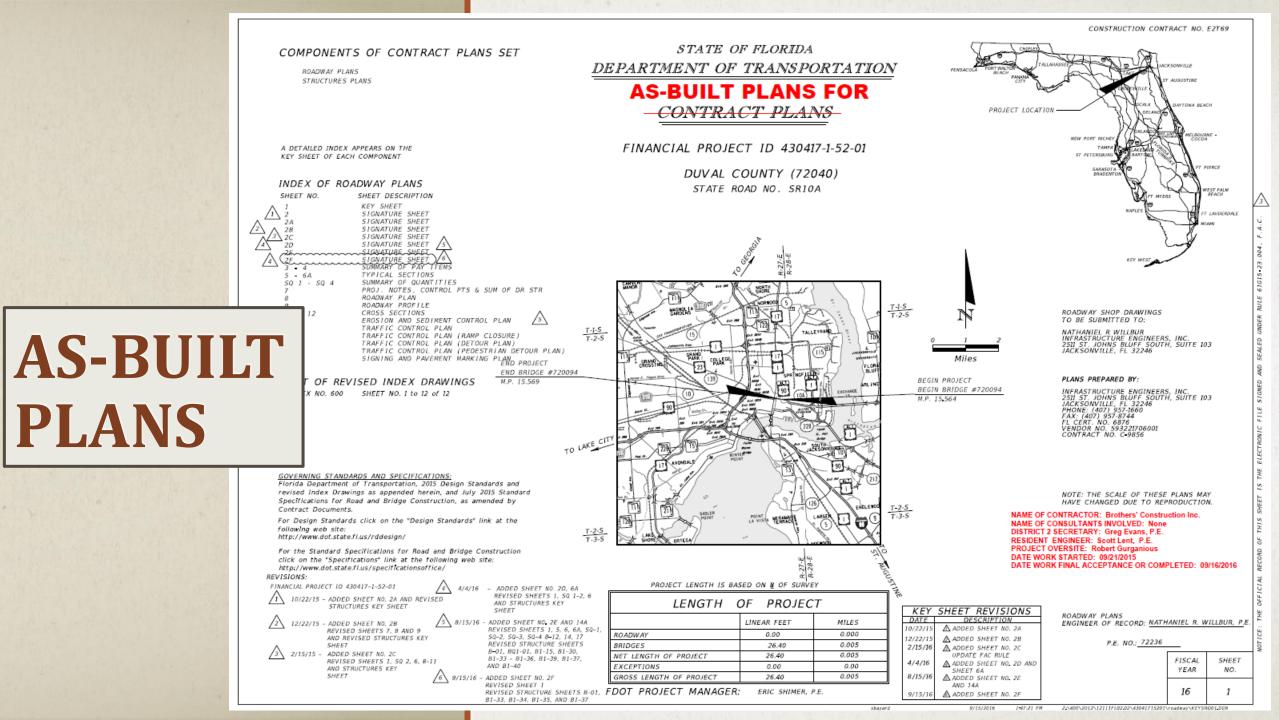
### PAY ITEM ADJUSTMENTS (CONTRACT ADJUSTMENTS)

- A+B Incentive-Disincentive
- Arbitration Orders
- Cash Retainage Withheld
- Court Orders
- Damage Recovery
- Incentive-Disincentive
- Liquidated Damages (Maintenance contract Use ONLY)
- Lane Rental Incentive-Disincentive
- Liquidated Savings
- No Excuse Bonus
- Retainage (Non-system)
- Revenue Loss Penalty
- Settlement Costs

### PAY ITEM ADJUSTMENTS (LINE ITEM ADJUSTMENTS)

- Asphalt Content
- Asphalt Density
- Directed Source Aggregate
   Price Adjust.
- Temp. Attenuator/Crash Cushion Repair
- Asphalt Sieve Failures
- Bituminous
- Contingency-Participating Work
   Order Amt.
- Contingency-Non-Part Work
   Order Amt.
- Composite Pay Factor
- Concrete Pavement Grinding
   Incentive
- Concrete Strength Adjustment
- Fuel Adjustment (Diesel)
- Fuel Adjustment (Gasoline)
- Material Price Adjustment
  - Steel
  - Aluminum
  - PVC
  - Copper
  - Thermoplastic

- Lost or Missing Samples
- Laser Profiler Acceptance
   Adjustment
- Left in Place at Reduced Pay
- Adj. for deleted work LS jobs only
- Material Discrepancy Payment
   Adjustment
- Invoice Matching Adjustment
- Pavement Joint Smoothness
   Incentive
- Resolution Testing Costs
- Straightedge Adjustment
- Stockpiled Materials Adjustment
- Stockpiled Materials Closure
- Stockpiled Materials Initial Payment
- Substandard Item
- Thickness Adjustment



## AS-BUILT PLAN MARKUPS

Completed as pay items are completed (preferably monthly).

#### Any changes are:

- Redlined or
- If Engineer of Record has revised sheets, the original will be VOIDED and the correct sheet placed behind it, except for a revised Key Sheet will be place in front of the voided sheet.

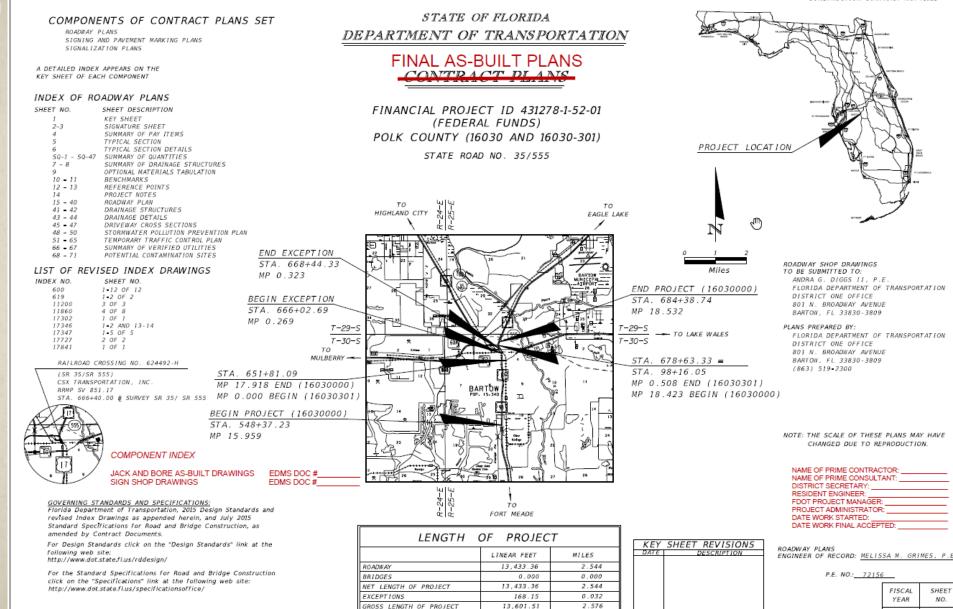
UOID

#### Marking convention:

- Resident Office: red
- Resident Office Quality Assurance: orange (if used)
- District Final Estimate Initial Reviewer (QC): blue
- District Final Estimate Final Reviewer (PAR): green

## **AS-BUILT** PLANS

### **KEY SHEET**



FDOT PROJECT MANAGER: M. WAYNE SHELTON

GROSS LENGTH OF PROJECT

CONSTRUCTION CONTRACT NO. T1623

16

## AS-BUILT PLANS

 Contractor's plans have a specific placeholder in EDMS. No need to insert in the Final As-built Plans.

S	DOCUMENT GROUP		DOCUMENT TYPE
	CONST21 AS-BUILT PLANS	CONST198	All Plan Sets
		CONST174	Architectural Plans
		CONST186	ITS Plans
		CONST175	Landscaping Plans
		CONST176	Lighting Plans
		CONST177	Miscellaneous Plans
		As-Buil	t Plans from Contractor
		CONST178	Permanent Traffic Monitor Site Plans
			Roadway Plans
			Roadway - As Built Pavement Data (Form 700-050-12)
			Shop Drawings
		CONST180	5
		CONST181	5 5 5
		CONST182	
			Toll Facility Plans
T -		CONST183	Utility Plans

### KEY SHEET -CONTRACTOR'S PLANS & SHOP DRAWINGS

• Reference the EDMS number on the Key Sheet instead.

# **AS-BUIL PLANS**

**SIGNATURE** 

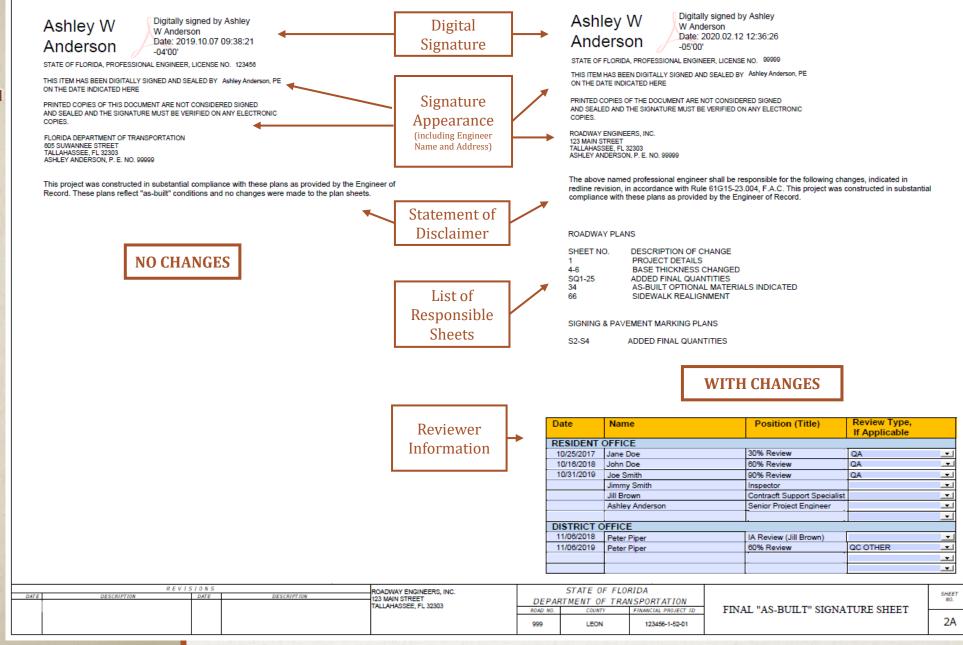
**ENGINEER(S)** 

**OF RECORD** 

SHEET -

THE ADOUR MARKED PROFESSIONAL ENGINEER SMALL BE RESPONSIBLE FOR THE CONTROL OF CONTROL OF THE SECOND FOR STREETS OF THE STREET	<ul> <li>When original plans are extracted to create the Final As-Built Plans, the EOR digital signature will disappear.</li> <li>This is acceptable.</li> </ul>
	SRD, Inc.     STATE OF FLORIDA       M12 Creasul Puits Dr., Sce. 100 Tappe, F. 2050     DEPARTMENT OF TRANSPORTATION       Phote We, 1013 621-225     ADAD WE, COUNT INMELIA FRANCT ID STGNATURE SHEET       Partick Hayne Maller, F.E.     574

## AS-BUILT PLANS



SIGNATURE SHEETS -RESIDENT ENGINEER

## AS-BUILT PLANS

### DISCLAIMER STATEMENTS

Resident Office applies a disclaimer when the plans are completed:

#### • No changes

If *Final As-Built Plan* sets have no changes, the RE shall digitally sign and seal the *Final As-Built Signature Sheet(s)* with a disclaimer that states:

"This project was constructed in substantial compliance with these plans as provided by the Engineer of Record. These plans reflect "as-built" conditions and no changes were made to the plan sheets."

#### • If changes have been done

Disclaimer to use when changes have been made:

"The above named professional engineer shall be responsible for the following changes, indicated in redline revision, in accordance with Rule 61G15-23.004, F.A.C. This project was constructed in substantial compliance with these plans as provided by the Engineer of Record."

### AS-BUILT PLANS SUMMARY OF QUANTITY SHEETS

- Effective July 2014, no Computation Books
- Plan Summary Boxes for each pay item
- Table where both original and final quantities are documented in the Plans
- Check marks are used when quantity does not change

~	SUMMARY OF EARTI	HWORK				
PAY ITEM NO.	PAY ITEM DESCRIPTION	P	Y F	DESIGN NOTES	CONSTRUCTION REMARKS	
		P		NOTES		
0120 1	REGULAR EXCAVATION				See EDMS # 1165422, pages	
	SR 600	1668.00			and 18. See plan sheet 27A	
	TOTAL :	1668.00	1830.00		for details on SQ-6A, Plan	
					Quantity Analysis.	
0120 5	CHANNEL EXCAVATION					
	LAKE PARKER DRAINAGE	507.00	864.00		EDMS # 1169176 for Lake	
	SADDLE CREEK	1080.00	969.00		Parker Drainage, and EDMS	
	TOTAL :	1587.00	1833.00		1169178 for Saddle Creek.	
0120 6	EMBANKMENT				See EDMS # 1165422, pages	
	SR 600	3178.00	$\checkmark$		and 18. See plan sheets 27A	
	STA. 1231+99.10 to STA. 1232+48.38 (RT./LT.) BOX CULVERT	3364.00			and 27B for details on SQ-6B	
	STA. 1233+01.38 to STA. 1233+42.44 (RT./LT.) BOX CULVERT	2699.00			Plan Quantity Analysis.	
	TOTAL :	9241.00	9381.00			

### WHAT IF.....

If no changes are made to the Designer's plans, BUT red check marks are included on the Summary of Quantity sheets to show the Designer's quantities were installed.....

# Do these markups to the plans require the disclaimer for changes?

Disclaimer to use	when chan	ges have bee	en made:

"The above named professional engineer shall be responsible for the following changes, indicated in redline revision, in accordance with Rule 61G15-23.004, F.A.C. This project was constructed in substantial compliance with these plans as provided by the Engineer of Record."

NO

	UNIT	OUANT	TY	TOTA		
	UNIT	P	F	Р	F	ži –
	(LS)	2.00	4	2.00	1	RE AP AB
	1.8	940.00	1	940.00	V	76 H
	CY	80.00	1	80.00	20	
	TN	630.00	1	630.00	1	75 E
	TN	130.00	~	130.00	4	
-~	La -	40.00	1	-5 40 M	~~~	1

### AS-BUILT PLANS SUMMARY OF QUANTITY SHEETS

- Effective January 2021, Design will no longer create Plan Summary Boxes
- <u>Estimated Quantities Report</u> details design quantities
- Form 700-050-10, Pay Item Summary and Certification details final quantities and references all back up information

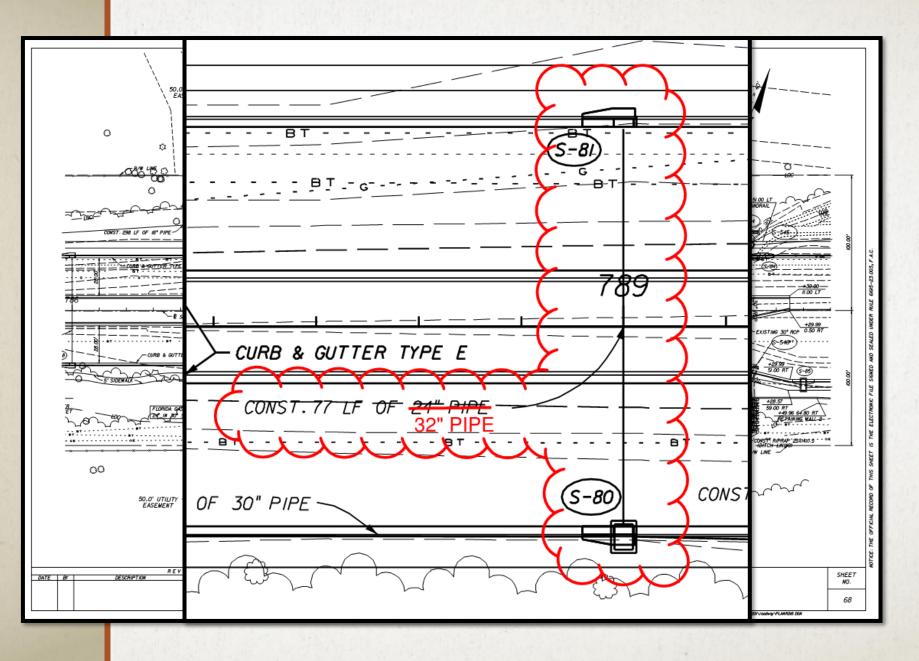
https://scoc.fdot.gov/

Login > Reports > Central Office (Statewide Reports) > Estimates > Pay Item Summary and Certification

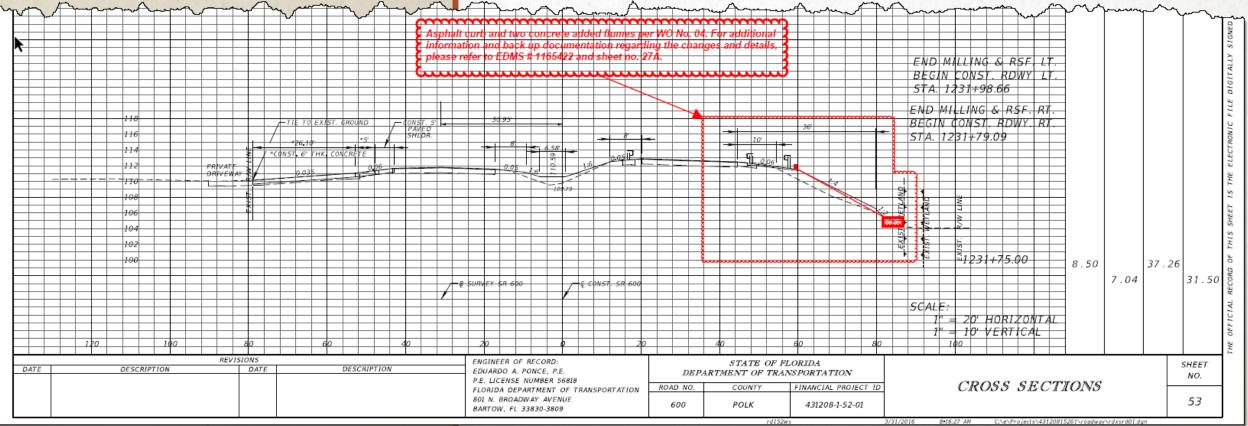
STATE OF FLORIDA DEPTARTMENT OF TRANSPORTATION PAY ITEM SUMMARY AND CERTIFICATION SHEET									
Contract Detail Contract: T555	_	District: 05							
Quantity	Unit	Item Code	SA#	Item Description	EDMS Doc /Page #	Unit Price	Item Paid Amount	Line Item Adjustment Amount	Total Item Paid Amount
<u>Related Details</u> Project: 240196		FAP: N/A	Project W	ork Paid: \$55,147,468.72					
1.000	LS	0101 1	MOBIL	IZATION ,24019615201 ,		\$5,300,000.0000	\$5,300,000.00	\$.00	\$5,300,000.00
1.000	LS	0102 1	MAINT	ENANCE OF TRAFFIC ,24019615201 ,		\$1,050,000.0000	\$1,050,000.00	\$.00	\$1,050,000.00
1.000	LS	0102 1	105 MAINT	ENANCE OF TRAFFIC		\$240,758.4700	\$240,758.47	\$.00	\$240,758.4
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-						An a second second	and the second second		-

## **AS-BUILT PLANS**

### **PLAN SHEETS**

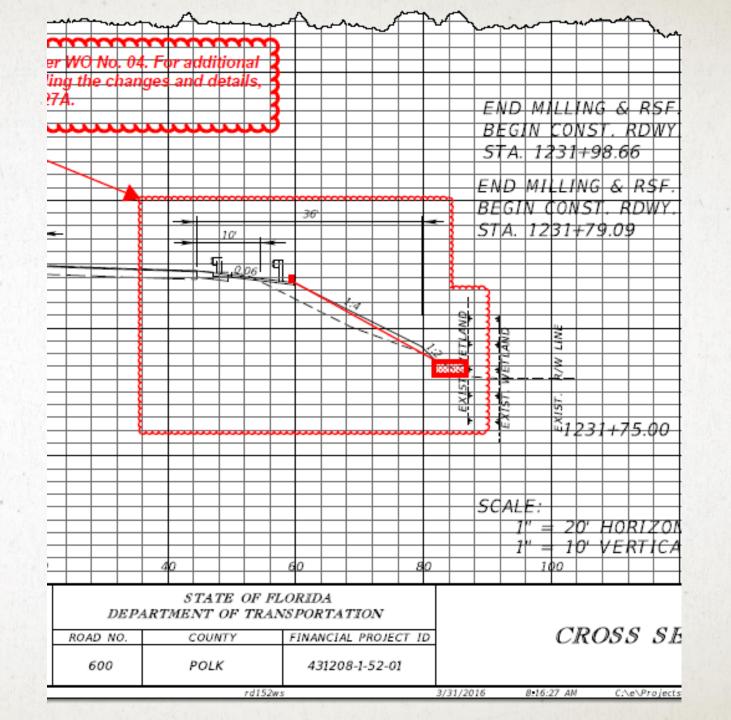


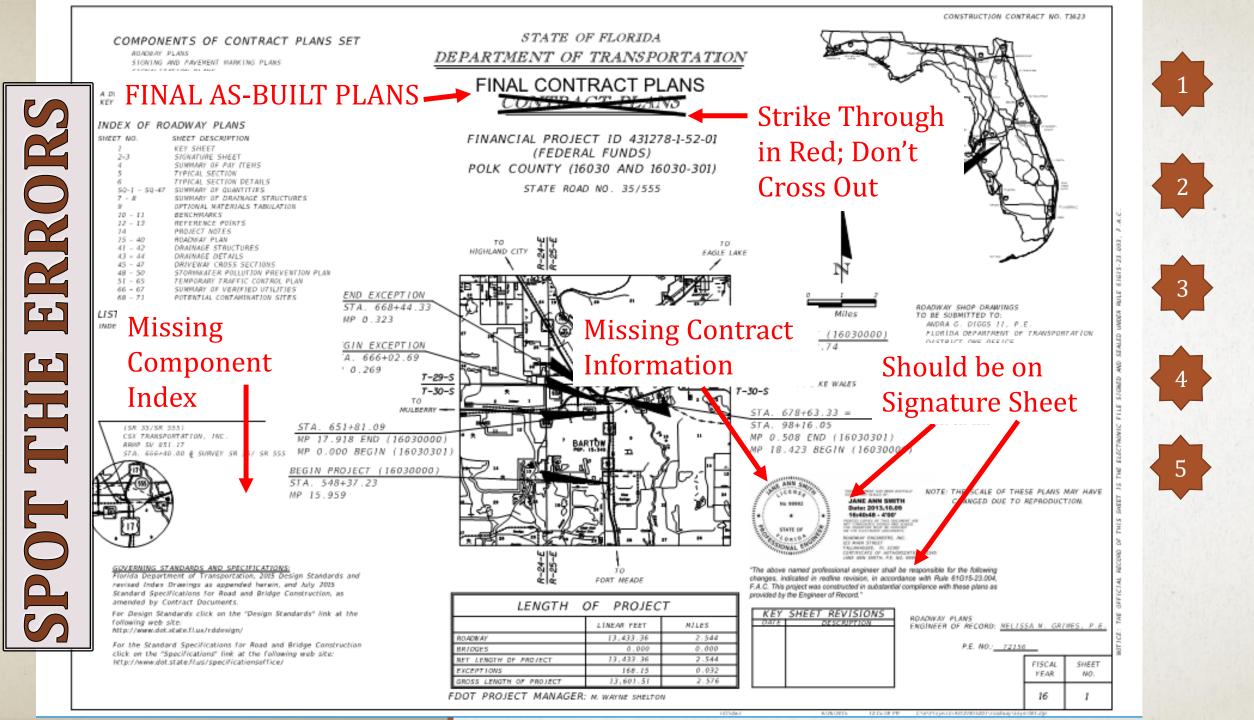
### AS-BUILT PLANS CROSS SECTION SHEETS

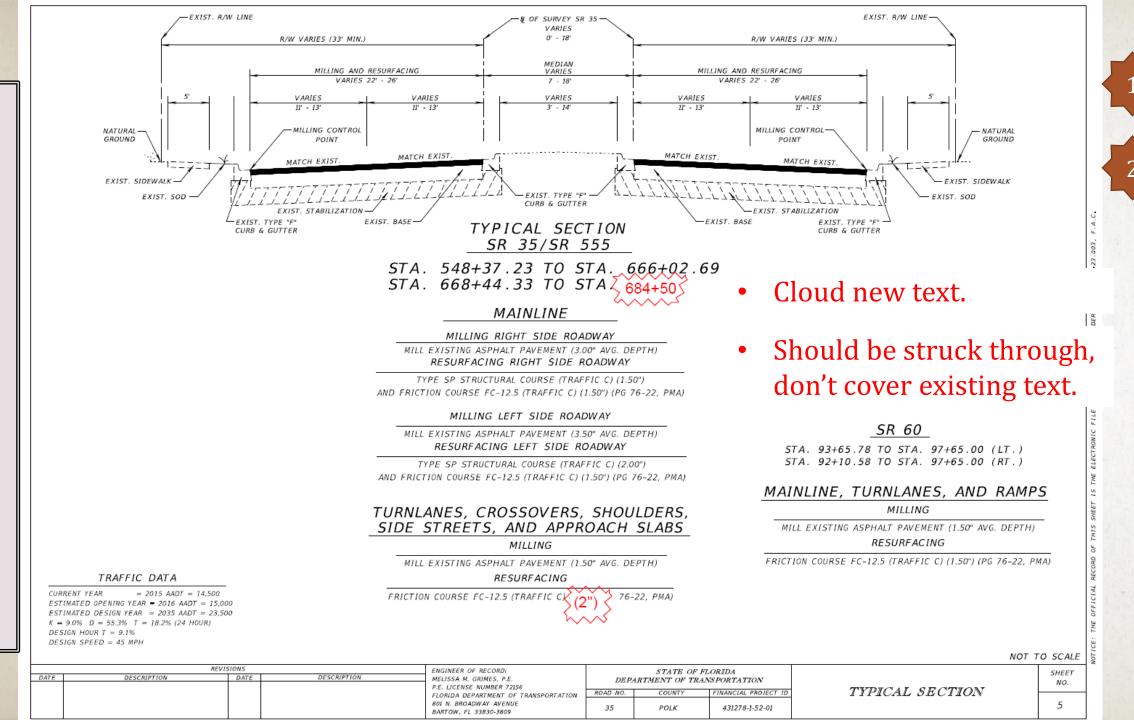


## **AS-BUILT PLANS**

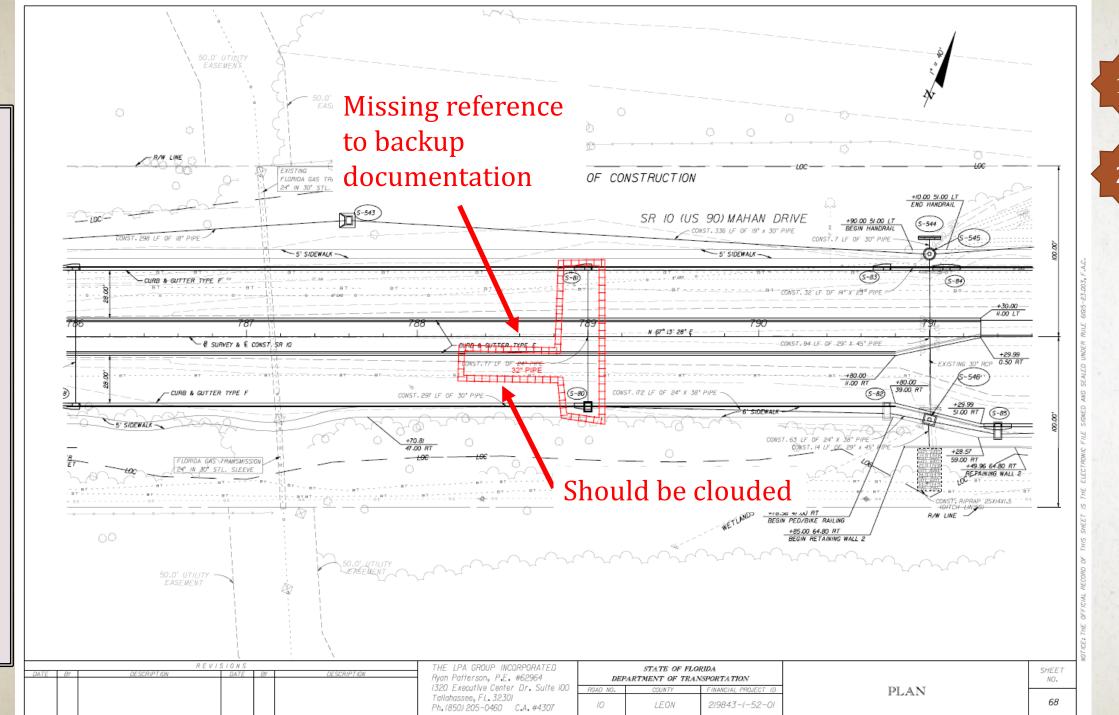
### **CROSS SECTION SHEETS**



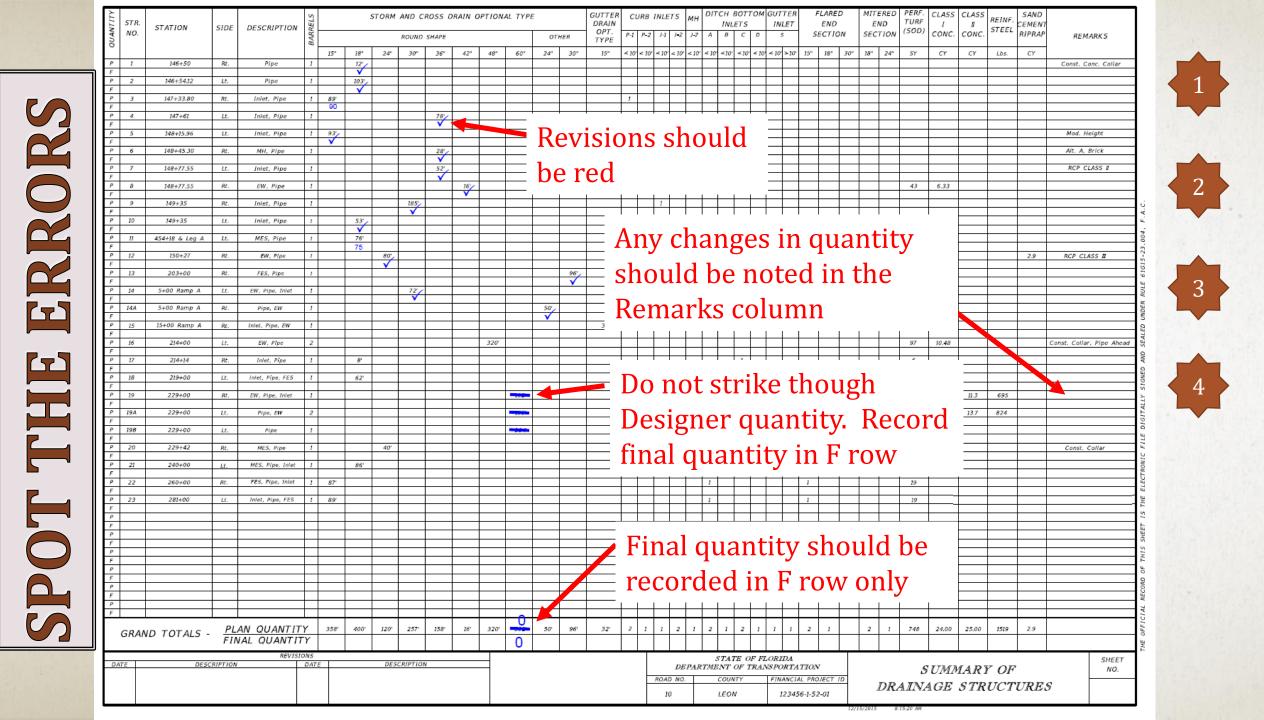




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**M** RR (7) (LZ)



FINAL ACCEPTANCE • Final Acceptance = End of Construction

# What's Next?

Last Partial Payment is processed

• Prepare to generate the Final Estimate



### AUTHORITY: STANDARD SPEC 9-8

#### 9-8 Acceptance and Final Payment.

9-8.1 Acceptance and Final Payment Documents: Whenever the Contractor has completely performed the work provided for under the Contract and the Engineer has performed a final inspection and made final acceptance (as provided in 5-10 and 5-11), and subject to the terms of 8-11, the Engineer will operational estimate the value of the work as soon as the Engineer makes the nece **OFFEER DEFERRENCE** of the Value of the work as soon as the Engineer makes the nece **OFFEER DEFERRENCE**. The Engineer will correct all prior estimates and payments in the final estimate and payment. The Department will pay the estimate, less any sums that the Department may have deducted or retained under the provisions of the Contract, as soon as practicable after final acceptance of the work, along with all executed supplemental agreements received after final acceptance.

If the Contractor fails to furnish all required Contract Documents as listed in (1) through (9) below within 90 days of the Department's offer of final payment or request for refund of overpayment, the Department may suspend the Contractor's Certificate of Qualification under the provisions of Florida Administrative Code 14-22.

1. The Contractor has agreed in writing to accept the balance due or refund the overpayment, as determined by the Department, as full settlement of his account under the Contract and of all claims in connection therewith, or the Contractor, has through the use of the Qualified Acceptance Letter, accepted the balance due or refunded the overpayment, as determined by the Department, with the stipulation that his acceptance of such payment or the making of such refund does accepted to the stipulation that his acceptance of such payment or the Department. To receive payment based on a Qualified Acceptance Letter, define in writing the dispute or pending claim with full particular of all items of all issues in dispute, including itemized amounts claimed for all particulars of all items, and submit it as part of the Qualified Acceptance Letter. The Contractor further agrees, by submitting a Qualified Acceptance Letter that any pending or future arbitration claim or suit is limited to those particulars, including the itemized amounts, defined in the original Qualified Acceptance Letter, and that he will commence with any such arbitration claim or suit within 820 calendar days from and after the

### AUTHORITY: STANDARD SPEC 9-8

time of final acceptance of the work and that his failure to file a formal claim within this period constitutes his full acceptance of the Engineer's final estimate and payment. The overpayment refund check from the Contractor, if required, will be considered a part of any Acceptance Letter executed.

2. The Contractor has properly maintained the project, as specified

hereinbefore.

the Engineer.

3. The Contractor has furnished a sworn affidavit to the effect that the Contractor has paid all bills and no suits are pending (other than those exceptions listed, if any) in connection with work performed under the Contract and that the Contractor has not offered or made any gift or gratuity to FORENT 7700 to 550 211 the listed tort liability exceptions, if any, evidence of ade mate inspace cover 2015 of 17-13. 4. The same back of the Contract and the Completion of their

portion of the affidavit and surety release subsequent to the Contractor's completion of his portion, to final payment to the Contractor and agrees that the making of such payment does not relieve the surety of any of its obligations under the bond.

5. The Contractor has complied with and settled all requirements pertaining to any wage-rate provisions.

6. The Contractor has submitted all required mill tests and analysis reports to the Engineer.

7. The Contractor has furnished the Construction Compliance with Specifications and Plans Certification Previde the Engineer with a notarized final certification of compliance with the require for the Engineer.

8. The Contractor has submitted and the Department has accepted all asbuilt drawings and certified surveys.

9. The Contractor has furnished all required manufacturers' warranties to

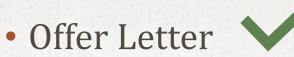
### **OFFER LETTER TO THE CONTRACTOR**

- Must be submitted to the Contractor within **30 days** from Final Acceptance
- Sent to the Contractor (typically from Resident Office) BUT must be returned to the District Final Estimates Office

#### **The Offer Letter includes:**

- Offer Letter <u>ONLY 1</u>
  - Offer of Final Payment OR -
  - Request for Refund
- Final Estimate printout
- Acceptance Letter (to be signed by the Contractor). Acceptance Letter gives 2 options:
  - Regular Acceptance Option of Agreeing with Offer OR -
  - Qualified Acceptance Option of Disagreeing with Offer
- Contractor's Affidavit & Surety Release (Form 21-A)
- Other required documents to be returned to the District Final Estimates office

#### FINAL ESTIMATE DOCUMENTATION TO THE DISTRICT



# What's Next?



### **POLL QUESTION**

Do you think there is a deadline for submitting the Final Estimate Documentation to the District?

- No Deadline
- Submit information as items close throughout the project
- Immediately after Final Acceptance
- 30 Days after Final Acceptance
- Before the Contractor's 820 Days to make Claim are up

#### FINAL ESTIMATE DOCUMENTATION TO THE DISTRICT

Resident Office Submittal to the District (WITHIN 30 DAYS of Final Acceptance) with all back up to substantiate the final payment to the Contractor.

The Final Estimates Documentation consists of:

- Offer Letter
- Final As-Built Plans
- Contract Time Documentation
- Material Certification Documents
- Overruns and Underruns
- Required documents outlined on Final Plans and Estimate Transmittal (Form 700-050-20)
  - All quantity backup (Asphalt Lot Packages, Final Measurements, Pile Driving Logs, etc.)
  - Working Drawings, As-Built Load Rating, etc.

### FINAL PLANS AND ESTIMATES TRANSMITTAL FORM 700-050-20

FINAL PLANS AND ESTIMATES TRANSMITTA

CONSTRUCTION 63/22

To: Date: From: E-mail: Transmittal Prepared by: Phone: Financial Project ID(s): Fed. Aid Project No .: Contract No. County: Contractor: SA/CO # = \$ Contingency Funds to be Unencumbered: C.P.I. (List each Contingency Fund separately) SA/CO # SA/CO # = \$

Overrun Funds to Be Unencumbered = \$

#### For Resident Office Use

1	We are this date transmitting the Final Estimates Documentation on the above referenced contract. This submission include
	the data indicated below:

PLEASE VERIFY THAT THE DOCUMENTS/INFORMATION BELOW HAVE BEEN ENTERED INTO EDMS.

Applicable Job Correspondence	n⊡ N/µ	Offer Letter Date entered in SM
Time Correspondence		
Schedule of Values (D/B & LS) Yes D Pen		
Fuel Adjustment Certifications (D/B & LS)	n□ N/µ	Daily Report of Quality Control – QCRR), submit the Asphalt Roadway As-Built Pavement Data Form (700-050-12) in
Load Rating Calculations (Structures)		Excel Format to CO-FinalEstimateSection@dot.state.fl.us
Asphalt LOT Submittal Packages	n DN/	□Yes □ Pen□ N/A □
Bituminous Certifications Form 700-050-66	n⊡ N/µ	
MOT Certifications Form 700-050-62/67/68 Yes Pen		in FDMS AND to State Material's Office (SMO)
Buy America Certifications		Chinese Control Contro
SAs & Work Orders	n ==="/p	EDNIS DOG #
ITSFM Feature Templates and As-Builts to Traffic Ops (correspondence in EDMS)		(Final) Construction Compliance w/ Plans & Specs Form 700-020-02
APL Data entered in PTS		
Shop Drawings		Oller Letter
		Final CPPR Document
As-Built Drawings (Contractor)		Pay item summary & Certification sheet
Final As-Built Plans (Submitted to DFEO)		
LFA/UWHCA Closeout Letter	nШ "Уµ	Certification as to Accuracy of Final Payment Form 700-050-38
Final Estimates Office Record of Final Plans and Documents Form 700-050-28 Initiated in FES., Yes D Pan	n N-	
Final Inspection & Acceptance of Fed Aid Project	нц -¶/	overlans and orderidas (6000)
Form 700-010-32 Initiated	n Ny	Earthwork Survey Waiver Form 700-050-35      (Original and Final)
Warranty Date(s) entered in SM and CIM	n N/A	Final Acceptance of Traffic Signal Installation(s)
Final Acceptance entered in SM (Langenday David)Yes D Pro	N/	
CPPR Grade Finalized in CIM	n Ny	
Any Pending Supplemental Agreements?		Yes 🗆 🕺
, , ,		rbitrations?
		Desumentation
		Documentation
Pipe Inspection & Video Report	n Ny	Drilled Shaft Records
	n Ny	Drilled Shaft Records
Pipe Inspection & Video Report	n = N/; n = N/;	Drilled Shaft Records
Pipe Inspection & Video Report	n = N/; n = N/;	Drilled Shaft Records
Pipe Inspection & Video Report	n N// n N// n N//	Drilled Shaft Records
Pipe Inspection & Video Report         Visit Pim           Pile Records         Yisit Pim           Straightedge Reports (Data Entry Forms)         Yisit Pim           Composite Pay Factor Summary         Bituminous Adjustment Summary	n Ny n Ny n Ny n Ny	Drilled Shaft Records     Ore-out Reports     Ore-out Reports     Striping Certification Summary     SAWO Summary
Pipe Inspection & Video Report         Visit Pinn           Pile Records         Yisit Pinn           Straightedge Reports (Data Entry Forms)         Yisit Pinn           Composite Pay Factor Summary         Pinn           Bituminous Adjustment Summary         Fuel Adjustment Summary	n N/, n N/, n N/,	Drilled Shaft Records
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Pipe Inspection & Video Report	n□ N/, n□ N/, n□ N/,	Drilled Shaft Records
Pipe Inspection & Video Report	n□ N/, n□ N/, n□ N/,	Drilled Shaft Records
Pipe Inspection & Video Report         Visit Pinn           Pile Records         Yisit Pinn           Straightedge Reports (Data Entry Forms)         Yisit Pinn           Composite Pay Factor Summary         Pinn           Bituminous Adjustment Summary         Pinn           Fuel Adjustment Summary         Pinn           Other         Other           Other         Other           Other         Pinn           Other         Pinn	t Fina	Drilled Shaft Records
Pipe Inspection & Video Report         Visit         Pun           Pile Records         Visit         Pun           Straightedge Reports (Data Entry Forms)         Visit         Pun           Composite Pay Factor Summary         Bituminous Adjustment Summary         Pun           Bituminous Adjustment Summary         Other         Other         Other           Other         Other         For District         For District           Collaboration Site Closed         Yisite Pau         Pun	t Fina	Drilled Shaft Records
Pipe Inspection & Video Report		
Pipe Inspection & Video Report		Drilled Shaft Records
Pipe Inspection & Video Report		Drilled Shaft Records
Pipe Inspection & Video Report       Visit Print         Pile Records       Visit Print         Straightedge Reports (Data Entry Forms)       Visit Print         Composite Pay Factor Summary       Print         Bituminous Adjustment Summary       Print         Wot Certification Summary       Print         Other       Print         Other       Print         Other       Print         Collaboration Site Closed       Yisit Print         Final Estimates Office Record of Final Plans and Documents Form 700-050-28 Completed       Print         Final As-Built Plans (Submitted to EDMS)       Print Plans         Are Contingency Funds Unencumbered?       Yisit Print		Drilled Shaft Records
Pipe Inspection & Video Report       Vis       Pan         Pile Records       Yis       Pan         Straightedge Reports (Data Entry Forms)       Vis       Pan         Composite Pay Factor Summary	t Fin. 1 Ny 1 Ny	Drilled Shaft Records     Core-out Reports     Core-out Reports     Striping Certification Summary     SAWO Summary     SAWO Summary     Damage Recovery/Lane Rental Summary     Other     Damage Recovery/Lane Rental Summary     Damage Recovery/Lane Recovery/Lane Recovery/Lane     Other     Damage Recovery/Lane Rental Summary     Overpayment Check     Deverpayment Check     Term Tou-10-132     Contractor's Acceptance Letter
Pipe Inspection & Video Report       Visit Pinn         Pile Records       Yisit Pinn         Straightedge Reports (Data Entry Forms)       Yisit Pinn         Composite Pay Factor Summary       Pinn         Bituminous Adjustment Summary       Pinn         Fuel Adjustment Summary       Pinn         MOT Certification Summary       Pinn         Other       Pinn         Other       Pinn         Ditter       Pinn         Fuel Estimates Office Record of Final Plans and Documents Form 700-050-28 Completed       Pinn         Are Overrun Funds Unencumbered?       Yisit Pinn Are Overrun Funds Unencumbered?       Pinn Are Contingency Funds Unencumbered?         Aris Charles       Pinds       Pinn Court Orders       Pinn         Arbitration Rulings       Yisit Pinn       Pinn	t Fin. 1 Ny 1 Ny	Drilled Shaft Records     Core-out Reports     Core-out Reports     Striping Certification Summary     SA/WO Summary     SA/WO Summary     Damage Recovery/Lane Rental Summary     Damage Recovery/Lane Rental Summary     Damage Recovery/Lane Rental Summary     Dother     Other     Deter     Testimates Office Use     Warranty Bonds     Final Acceptance entered in SM streates Visa     Pen     N/A     Overpayment Check     Maranty Sounds Acceptance of Fed Aid Project     Form 700-010-32     Contractor's Aff. and Surety Consent (21-A)
Pipe Inspection & Video Report       Vis       Pan         Pile Records       Yis       Pan         Straightedge Reports (Data Entry Forms)       Vis       Pan         Composite Pay Factor Summary		

Please attach Additional Items Required by the Contract on a Separate Sheet.

### **REVIEW OF THE FINAL ESTIMATE DOCUMENTATION**

• All Information has been submitted to the District Final Estimate Office



• District will conduct a Post Audit Review (PAR) per RAM 3.7.3

	Minimum requirements for PAR frequencies				
	\$100M or >	\$50M to \$100M	\$25M to \$50M	\$2M to \$25M	<\$2M
PAR	100%	50%	40%	35%	15%

 If \$\$ mistakes are discovered, the District will submit a Notifications of Additional Findings to the Contractor.

### **POLL QUESTION**

#### What do you think the goals of a Post Audit Review are?

- Zero Dollar Change to Final Estimate
- Zero Procedural Errors 🗸
- Improving the Final Estimates Process  $\checkmark$
- Maintaining positive outcomes



FLORIDA DEPARTMENT OF TRANSPORTATION

RON DeSANTIS GOVERNOR 1074 Highway 90 East Chipley, FL 32428 - 0607

KEVIN J. THIBAULT, P.E. SECRETARY

#### POST AUDIT REVIEW FOR A CERTIFIED FINAL ESTIMATES

Per the Review & Administration Manual, Topic 700-050-005; Chapter 3: If errors or omissions are listed, the Consultant / In - house will submit a formal report within FOURTEEN(14) calendar days defining what steps will be taken to eliminate these types of issues from recurring on future projects.

This report will be sent to:

Kristin Tadlock, State Final Estimates Engineer: Kristin.Tadlock@dot.state.fl.us

Ed Hudec, District Construction Engineer: Ed.Hudec@dot.state.fl.us

Robby Stone, District Final Estimate Manager: Robby.Stone@dot.state.fl.us

Lead Financial Project Id					Contract Id	Contract Type	
218699-2-52-01					E3R38	CC	
Road No./Description						Fuel Spec Year	
SR 30/BRIDGE REPAIR-REHABILITATION, 49010000,						2013	
Contractor Nam	e 🗆 Joint	Venture				•	
PNEUMATIC CON	NCRETE CO., INC.						
Resident Office			CCEI				
Midway Operation	is Center						
FDOT Resident	Engineer		CCEI Sr.	Project Engin	leer		
Corbin, Gabriella							
FDOT Project A	dministrator		CCEI Project Administrator				
Munyon, Patrick							
FDOT Project M	lanager						
Kerwin, Jeff							
F.E. Level II			Review Date				
Stoutamire, Willian	m		3/6/2019				
Reviewer			Day(s) in Review				
Bradford, David			1				
Final Acceptance Date			Offer of Final Payment Date				
2/19/2019			3/4/2019				
Date Project Received at DFEO			Days to Submit Offer Letter				
3/6/2019			13				
Certified Amount			Final Amount				
\$462,354.19			\$462,354.19				
	OVER PAYMENT		\$0.00				
UNDER PAYMENT			\$0.00				
ABSOLUTE VALUE			\$0.00				
NET VALUE OF ALL CHANGES		GES	\$0.00				
		Review Not	tes/Findir	ngs			
A	djustment Type	Am	ount	-		Remarks	
Other - Final Estin	\$0.00			This Project Estima submitted in a time	te was well prepared and y manner.		

## FINAL ESTIMATE PROCESS

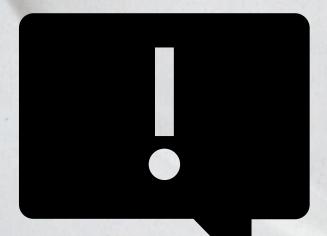
#### **POST AUDIT REVIEW**

**CONTRACT CLOSEOUT** 

## What's Next?

- Submit the PAR report to the Resident Office.
  - 14 days to respond if errors are found on how these mistakes will be prevented in the future.
- Pass to the Comptroller for final payment IF all claims have been settled.
  - If not, maximum of 820 days

### **AND REMEMBER...**



The most important thing to remember if you have questions on final estimates is...

- Read your contract
- ReAd yOuR CoNtRacT
- Pretty please read your contract
- READ YOUR CONTRACT!

