**CDOT Field Review of LA Project Site & Documentation *(Updated July 14, 2015)***

General Instructions: Not all sections of the form need to be filled in for every site review. If problems were identified in a prior review and couldn’t be corrected at that time, the issue should be rechecked on the subsequent review. Under the current risk-based oversight approach, some sections of the form may not be required to be completed *at any point in the project*. The specific items to be reviewed during a project phase should be determined at the onset of the project and documented on the Risk Assessment Worksheet (RAW), in web-based resources incorporating the RAW or other form of documentation. Changes in oversight review items subsequent to the initial determination on the RAW should also be documented and communicated to the Local Agency.

**PROJECT INFORMATION**

Project Number: PCN: ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location/Region: \_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prime Contractor: \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_$\_\_\_\_\_\_\_\_\_\_\_ Percent Complete: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LA Rep in “Responsible Charge”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ LA Professional Engineer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CDOT Resident Engineer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Project Engineer: ­­­­­­­\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Contract Days: \_\_ \_\_\_\_\_\_\_\_\_\_\_ Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Days Added: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Anticipated Completion Date: \_\_\_\_\_\_\_\_\_\_\_

Total Days: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of Days charged \_\_\_\_\_ thru: \_\_\_\_\_\_

Others in Attendance:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Staff Assigned:

**SITE VISIT**

Oversight Level (from Risk Assessment Guidelines): High \_\_\_\_\_ Moderate \_\_\_\_\_ Low \_\_\_\_\_

Specific Items of Project to be reviewed (list from Risk Assessment Worksheet):

Project Status:

1. Work completed (comments)
2. Construction activities observed (comments)

Include pictures, safety issues, traffic control, water quality and erosion control, etc.

1. Upcoming work (comments)

Use 2-week look-ahead

1. Daily Diaries / Inspector’s Reports: (comments)

Up-to-date, neat, in order, thorough? (Accurate Yes No \_\_\_\_\_ N/A \_\_\_\_\_

documentation of daily activities includes quantity

and types of material on-hand and placed,

conditions delaying project progress, activities

of disadvantaged business enterprise firms, etc.)

**EEO DOCUMENTATION** (CFR Title 23, 49, VI, FHWA 1273)

1. Bulletin Board available to all employees 24/7? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Bulletin Board complete w/ legible required postings? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**WAGE COMPLIANCE**

Reviewer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Completed employee interviews & CDOT 280 in file? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Certified payrolls received for all contractors on site? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Contractors payrolls checked against Federal Minimum Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Wage schedule (Davis-Bacon Act)?

1. Signed CDOT 118s in file for all contractors? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. FHWA Form 1391 submitted? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

(Annual EEO report for contractors on site last week in July)

1. Commercial Useful Function reviews for DBEs? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**SUBCONTRACTORS** (§108.01)

1. Approved CDOT 205s in file for all subcontractors? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Are CDOT 1418s being submitted monthly? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**OJT** (If goal on project) (Standard Special Provision)

1. Is the Contractor in an approved program? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Were the CDOT 1337 & 838s submitted prior to the 1st estimate? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Are CDOT 832s being submitted monthly for payment? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**EEO Notes:**

**EARTHWORK/CLEARING AND GRUBBING** (§200 & §201)

1. Clearing performed properly and within the Right-of-Way or Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Construction Easements?

1. Cleared material disposed of in accordance with specifications? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. For minor structures, has excavation been measured, Yes No \_\_\_\_\_ N/A \_\_\_\_\_

documented and approved?

1. For roadways, does documentation indicate that earthwork Yes No \_\_\_\_\_ N/A \_\_\_\_\_

has been inspected for conformity with specified tolerances

for line, grade, typical section and cross section?

1. For fill embankment, does documentation indicate that Yes No \_\_\_\_\_ N/A \_\_\_\_\_

depth of fill layers conform to specifications?

1. Appropriate density testing at sufficient frequency? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Seeding placed in accordance with specifications? Yes\_ No \_\_\_\_\_ N/A \_\_\_\_\_

**EARTHWORK/CLEARING AND GRUBBING Notes:**

**EROSION CONTROL** (§107& §208)

1. All required permits in place? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Storm Water Management Plan (SWMP) included w/plans? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Erosion Control Supervisor certified? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
4. Inspections being conducted at least every 14 days? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
5. Inspections being conducted after any storm event? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
6. Inspection documentation (CDOT 1176, 1388) on file? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
7. Contractor notified by CDOT 105 of any actions/penalties? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
8. Penalties posted to Item Code 900-00030, CAT 200? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**EROSION CONTROL Notes:**

**BASES** (§300)**:**

1. Subgrade prepared and approved? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Does documentation indicate that the depth of material has Yes No \_\_\_\_\_ N/A \_\_\_\_\_

been placed in accordance with contract documents?

1. Minimum density testing requirements and frequencies met? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**BASE Notes:**

**PAVEMENTS** (§400)**:**

1. Does documentation indicate that the control strip and test Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Section were constructed and tested?

1. Were cores/plugs obtained and tested to verify acceptability? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Does documentation indicate testing requirements and Yes No \_\_\_\_\_ N/A \_\_\_\_\_

frequencies were met?

1. Verify depth tests (cores) performed and conform to Yes No \_\_\_\_\_ N/A \_\_\_\_\_

requirements.

1. Visual review for surface irregularities? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**PAVEMENT Notes:**

**STRUCTURES** (§500)**:**

1. Notification to CDOT of major structure activities? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Review pile driving records and documentation on load Yes No \_\_\_\_\_ N/A \_\_\_\_\_

test piles.

1. Review documentation for piles driven to the required bearing. Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Review documentation of footings, piers, abutments, and Yes No \_\_\_\_\_ N/A \_\_\_\_\_

superstructure inspection prior to placement of concrete.

1. Visual review for obvious defects? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Review concrete test reports to ascertain adequate frequency Yes No \_\_\_\_\_ N/A \_\_\_\_\_

and results.

**STRUCTURE Notes:**

**MISCELLANEOUS CONSTRUCTION** (§600)**:**

1. Does documentation indicate that subgrade was approved Yes No \_\_\_\_\_ N/A \_\_\_\_\_

prior to placement of bedding material?

1. Does documentation indicate that material for construction of Yes No \_\_\_\_\_ N/A \_\_\_\_\_

drainage structures (including pipe, end sections, spill-outs,

reinforcing steel, grates, frames, bedding material, drainage

structures, end-walls, or and other incidental items) has been

tested or certified, and/or from an approved source.

1. Sufficient compaction reports on drainage structures? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Visual review of installed structures for obvious deficiencies? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Visual review of traffic signals/signs for proper placement? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
4. Review Project Safety Management Plan. Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**MISCELLANEOUS CONSTRUCTION Notes:**

**MATERIALS DOCUMENTATION - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Tester’s certification in file & current? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Independent Assurance Tests performed and documented on

CDOT 379? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

1. CDOT 250 updated as work progresses? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Required material Certificates of Compliance in file? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Certificates of Compliance received before material installed? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
4. Approved mix designs in file? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
5. Failing tests investigated and action documented? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
6. Review of material storage and handling procedures. Yes No \_\_\_\_\_ N/A \_\_\_\_\_
7. Price reduction calculations in pay item documentation? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
8. Price reductions posted to pay estimate? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
9. Buy America – “chain of custody” doc in file?(§106.11) Yes No \_\_\_\_\_ N/A \_\_\_\_\_
10. QA/QC Incentive payment calculated and posted? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
11. Voids Acceptance payment. Calculated and posted? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
12. Review of materials documentation for fabricated items? Yes \_ No \_\_\_\_\_ N/A \_\_\_\_\_

**MATERIAL Notes: (per Field Materials Manual? PE reviewed the reports?)**

**CHANGE ORDERS (CDOT 90. The term “Change Order” includes Change Modification Orders, Field Revisions, Field Order and other terms used to denote a written order by a project owner directing the contractor to change the contract amount, requirements, or time.)**

1. Any Change Orders written? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Copies of APPROVED Change Orders in file (including

supporting documentation and distribution list)? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

1. Any added days by Change Order? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

Number of added days: \_\_\_\_\_

1. Were Change Orders approved by Contractor & PE PRIOR

to work? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

1. Any Change Orders pending? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

**CHANGE ORDER Notes: (# & list, MCR money or LA money?)**

**LIENS** (CRS 380-26-107)

1. Have there been any subcontractor/supplier liens filed? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Have the liens been applied to the estimate? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
3. Have the liens been cleared and zeroed on the estimate? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**LIEN Notes:**

**DISPUTES/CLAIMS** (§105.22-105.24)

1. Any disputes? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Disputes resolved? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
3. Claims filed? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
4. Claims resolved? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
5. Change Order written to cover Dispute/Claim resolution? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
6. Dispute/Claim resolution posted to estimate? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

**DISPUTES/CLAIMS Notes:**

**TRAFFIC CONTROL & PAVEMENT MARKINGS**

1. Is the Traffic Control Supervisor (TCS) certified? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Copy of certification(s) in file? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
3. Flagging personnel certified? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
4. Flagging personnel documentation in file? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
5. MHT approved by project engineer and signed by TCS? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
6. If Traffic Control Plan (TCP) revised is it signed & approved? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
7. Has project engineer done periodic project drive throughs? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
8. If Traffic Control Review conducted, form on file? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
9. Do devices have NCHRP 350 submittal for Category II Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

devices?

1. Are night inspections being performed? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Are pavement markings in accordance with contract documents? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A\_\_\_\_\_\_

**TRAFFIC CONTROL Notes:**

**TIME COUNT REVIEW** (CDOT 262/263)

Type of time count: Calendar Days \_\_\_\_\_Work Days\_\_­­­\_\_\_ Fixed Completion\_\_\_\_\_ Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Was the time count started per the Notice to Proceed? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Are any delays/accelerations documented? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
3. Are there any extended periods of no time charged? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
4. Are extended periods of “No Charge Days”, explained? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
5. Are the time counts signed? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
6. Are time counts up to date? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
7. Are any project time extensions documented? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
8. Are there any liquidated damages? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
9. Are damages posted as item 620-00040 or 620-00045 and Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

in CAT 400?

**TIME COUNT Notes:**

**STOCKPILE MATERIALS**

1. Are stockpile materials being utilized? Yes ­­­ \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Were stockpile records calculated correctly? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Is the documentation for stockpile material on file? Yes \_ No \_\_\_\_\_ N/A \_\_\_\_\_

Note: **NEVER EVER** pay more than 85% of item as

stockpile material (§109.07)

**STOCKPILE Notes:**

**“AS CONSTRUCTED PLANS”**

1. Are the “As Constructed” plans being completed? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Are underground items being noted on the plans? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Were removals noted? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
4. Are any consultants to do the “As Constructed” plans? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

(i.e. landscaping, sprinkler system, signal system)

**“AS CONSTRUCTED PLANS” Notes:**

**CONTRACTOR PAYMENT**

1. Date of last estimate: \_\_\_\_\_\_\_\_\_\_\_\_\_ Estimate number: \_\_\_\_\_\_\_
2. Payments to date: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Percent time used: \_\_\_\_\_\_\_\_\_\_\_\_
4. Check for written documentation to support payments Yes No \_\_\_\_\_ N/A \_\_\_\_\_

to contractor.

1. Verify records are properly maintained in accordance with Yes No \_\_\_\_\_ N/A \_\_\_\_\_

CDOT’s Construction Manual and contract documents.

1. Contractor maintaining and submitting Progress Schedule? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

(The Progress schedule **MUST** be received **prior** to monthly payment being authorized!!)

**CONTRACTOR PAYMENT Notes: (Prompt pay to subs? LA documenting payments for each estimate?)**

**LOCAL AGENCY REIMBURSEMENT REQUESTS**

1. Check that work required to be certified by the Local Agency

has been completed in conformance with project

requirements. Yes No \_\_\_\_\_ N/A \_\_\_\_\_

1. Verify payment has been made to the contractor prior to Yes No \_\_\_\_\_ N/A \_\_\_\_\_

submittal of the reimbursement request to CDOT.

**LOCAL AGENCY REIMBURSEMENT REQUEST Notes:**

**PROJECT FINANCIAL STATUS** (CDOT 65)

1. Are Change Orders reconciled/adjusted correctly? Yes No \_\_\_\_\_ N/A
2. Are Project Quantities updated monthly? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Are Monthly financial status reports (CDOT 65) refreshed Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

& reviewed monthly?

**PROJECT FINANCIAL STATUS Notes:**

**FINAL ACCEPTANCE AND PROJECT CLOSURE:**

1. Verify the LA has completed the final inspection with the Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

appropriate punch list.

1. Verify all corrections complete and final acceptance made. Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Final voucher/estimate examined and verified by independent Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

reviewer?

1. Form 1212 – Final Acceptance Report completed and Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

forwarded to FHWA Operations Engineer and CDOT

Accounting.

**FINAL ACCEPTANCE AND PROJECT CLOSURE Notes:**

**ADDITONAL ITEMS**

**CONTRACT**

Were the following sent to the CDOT Region Civil Rights Manager?

1. Project Specification? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_
2. Bid Tabs? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. CDOT 205s? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Notes:

* Per our Stewardship Agreement with FHWA, CDOT is responsible for monitoring the use of DBEs.
* All plan F/A item $ amounts on Local Agency Bid Tabs are **NOT** to be included on the CDOT 205 as the “Final Total Amount”. Goals are set on Biddable Items ONLY.

**FINANCIAL - IGA**

1. Monthly billing submitted to CDOT region business office? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
2. Monthly financial status reports sent to CDOT region business office? Yes No \_\_\_\_\_ N/A \_\_\_\_\_
3. Local Agency using CDOT Local Agency format? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

**AT PROJECT CLOSE OUT:**

1. Copy of EEO Certification of Compliance Letter to CDOT Region Civil Rights Manager
2. CDOT Form 1419 (original) to CDOT Region Civil Rights Manager

**ITEM REVIEW:**

Category: Reference Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Item Number: Item Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Item: Plan Force Account: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Change Order Item: Specification Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Plan Quantity: Quantity to Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Percent Checked: Checker: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do source documents adequately support pay quantities? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Have all source documents been signed? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Do all CDOT Form 7s, 10s and 90s have signatures? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Is the item complete? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Are there any deficiencies? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Comments:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Notes:**

* All Lump Sum items MUST have a Start and End Date noted on either the CDOT 266, 305 or DWR. (CM 121.2.1)
* Per specification, only the 6 bulleted items below are allowed to be paid “as shown on plans”….unless field changes are ordered or discrepancies are discovered. Project Engineer must still check field check and show measurements for all additional quantities or discrepancies.
* Earthwork paid by Cubic Yard ±2% (§203.13)
* Structural Steel paid by pound ±2% (§509.32)
* Structural Concrete paid by CY (§601.19)
* Reinforcing Steel ±2% (§602.07)
* Seeding, Fertilizer, Mulching, Soil Preparation paid by acre ±5% (§212.07)
* Culvert or Siphon Pipe (§616.07)

**ITEM REVIEW:**

Category: Reference Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Item Number: Item Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Item: Plan Force Account: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Change Order Item: Specification Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Plan Quantity: Quantity to Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Percent Checked: Checker: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do source documents adequately support pay quantities? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Have all source documents been signed? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Do all CDOT Form 7s, 10s and 90s have signatures? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Is the item complete? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Are there any deficiencies? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Comments:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Notes:**

* All Lump Sum items MUST have a Start and End Date noted on either the CDOT 266, 305 or DWR. (CM 121.2.1)
* Per specification, only the 6 bulleted items below are allowed to be paid “as shown on plans”….unless field changes are ordered or discrepancies are discovered. Project Engineer must still check field check and show measurements for all additional quantities or discrepancies.
* Earthwork paid by Cubic Yard ±2% (§203.13)
* Structural Steel paid by pound ±2% (§509.32)
* Structural Concrete paid by CY (§601.19)
* Reinforcing Steel ±2% (§602.07)
* Seeding, Fertilizer, Mulching, Soil Preparation paid by acre ±5% (§212.07)
* Culvert or Siphon Pipe (§616.07)

**ITEM REVIEW:**

Category: Reference Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Item Number: Item Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Item: Plan Force Account: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Change Order Item: Specification Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Plan Quantity: Quantity to Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Percent Checked: Checker: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do source documents adequately support pay quantities? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Have all source documents been signed? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Do all CDOT Form 7s, 10s and 90s have signatures? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Is the item complete? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Are there any deficiencies? Yes No \_\_\_\_\_ N/A \_\_\_\_\_

Comments:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**COMMENTS/DISCUSSIONS:**