Using Progress Estimate



Progress Estimate

- Opening Progress Estimate
- Modifying Project Data
- Accounting Information
- Zero Estimate
- Entering Paynotes & Posting to Payment
- Adding CM Quantity to an Existing Item
- Adjusting Probables
- Adding a New CM Item
- Adding MOH an Item
 Adding MOH an
- Adding a Retent Item
- Adding an Incentive Item and Paying It
- Running Reports
- Processing an Estimate
- Quick Key

Opening Progress Estimate



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File Edit View To	ools	Help
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🔆 Favorites		Name			Date modified	Туре	Size	
🧾 Desktop		7015C20.MDB			10/15/2015 8:13 AM	Microsoft Office A	178 KB	
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Also in your fold C:\MyFiles\PE you should have a shortcut for Progress Estimate. If you do not, call IT.

Move the short cut to your desktop, task bar, or Start Menu for quicker access.

Open Progress Estimate.

Progress Estimate	
File Edit View Record Options Vindow Help	
Administrator	
E Start Form (Main Menu)	
Enter contract number:	
DTFH70-11-C-00016	
	Once it opens click
Upen database for this contract	
- Main menu	on "Options" and then
	"'Administrator".
Modify Project data	
Modify Item/Quantity data	
Modify Daily Production data	
Reports	
Quit	
Bring up dialog for user options.	NUM



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File Edit View Record Options Window Help		
Start Form (Main Menu) Enter contract number: DTFH70-15-C-00015 Open database for this contract		
Main menu Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	•	 Put in your contract number. (Yes there are dashes, but this is the only place that your contract number will have dashes. Every other contract document will have your contract number with <u>no</u> dashes (correspondence, CMs, etc.) Then click on "Open
		database for this contract".
Ready		NUM

Modifying Project Data

Normal Stress Estimate (Administrator's Version)		
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Start Form (Main Menu) Enter contract number: DTFH70-15-C-00015 Open database for this contract		
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DTFH70-15-C-00015 Project urrent Estimate Accounts C	ontractor
Open database for this contract Contract No. DTFH70-15-C-00015	Award Date 06/18/2015 Award Amount 5591148.20
Main menu Project No. MT DOD 13(53)	
Modify Project data Project Name Minuteman Missile Base	Roads
Modify Daily Production data	Coop. Agency
Reports State MT County Whea	atland DOD
Quit Length 41.34	
Tupe Boadway reconditioning	aggregate surfacing
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and cattle guard replace	ement.
Project Engineer Lee Debroisse	
C.O.E. Howe Crockett	
Save Cancel Ci	ose
	Once you click on "Modify Project
	Data" a window will open. There
	will be 4 tabs with in the window.
	The "Project" tab contains project
Ready	information. Cathurnah the
	information. Go through the
	information to verify that it is
	correct 12

Progress Estimate (Administrator's Version)	74 74	
File Edit View Record Options Window Help		
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Enter contract number: DTFH70-15-C-00015	Project Current Estimate Accounts Contractor	
	Contractor's Bill Received / /	The Current
Main menu	Contractor's Bill Approved / /	Estimate" tab
Modify Project data	Construction Engineering Bid .00 To Date .00 Funds Authorized	contains
Modify Daily Production data	Probable .00 5725008.20	information about
Reports	Contract Time Began 07/17/2015	the <i>current estimate</i> .
Quit	Modified Completion Date / / Days Used	
	Probable Completion Date 08/29/2016 Days Allowed 410	
	Contract Completion Date / / Percent Used	
	Save Cancel Close	
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File Edit View Record Options Window Help Image: Start Form (Main Menu) Image: Start Form (DTFH70-15-C-00015) Image: Start Form (DTFH70-15-C-00015) Image: Start Form (DTFH70-15-C-00015) Image: Display the start of this contract Image: Display the start of t
Image: State Form (Main Menu) Image: State Form (Main Menu) </td
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File Edit View Record Options Window Help	
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Zero Estimate No. 0 From / / To / / Contractors Bill Received 7 /	AFTER PRINTING the Zero
Contractor's Bill Approved / /	Estimate (see Zero Estimate
To Date 00 Funds Authorized	section)
Probable 186944.00 186944.00	Change "Zero" to
	"Initial" for estimate
Contract Time Began 10/05/2015	
Fixed Completion Date 10/29/2015	#001
Modified Completion Date 77 Days Used	• Change Estimate No
Probable Completion Date 10/29/2015 Days Allowed 25	• Change Estimate No.
Contract Completion Date 77 Percent Used	from "0" to "001"
	• Enter the "From" date
	(the first day your estimate
	period starts)
	• Enter the "To" date (the
	last day of your estimate
	period)
Ready	

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	Contractor's Bill Approved / /
	Construction Engineering Bid .00
	To Date .00 Funds Authorized
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	Fixed Completion Date 10/29/2015
	Probable Completion Date 10/29/2015 Days Allowed 25
	Contract Completion Date / / Percent Used
Ľ	
	Save Cancel Close
Ready	/

Just like this...

Estimate 002 and all the rest will be a <u>Progress</u> estimate (you will change "Initial" to "Progress").

You will change each of the highlighted areas for *each estimate*.

Then click on "Save" and "Close".

NUM

Progress Estimate File Edit View Record Options Window Image: Strain Stra	w Help	
Enter contract number:		
DTFH70-15-C-00017 Open database for this contrad Main menu Modify Project data Modify Daily Production data Reports Quit	Project Form (DTFH70-15-C-00017) Project Current Estimate Accounts Contractor Riverside Contracting Inc. Address 5571 Alloy South Missoula, MT 59808 For Electronic Funds Transfer: ABA Number Account Number Bank Address Save Cancel Close	Under the "Contractor" tab, verify that the contractor information is correct. No banking information should be added. All banking info goes through SAM.
Ready		NUM 27

Accounting Information

Progress Estimate File Edit View Record Options Window Image: Start Form (Main Menu) Enter contract number: DTFH70-15-C-00017 Open database for this contract	w Help 	
Main menu Modify Project data Modify Item/Quantity data Modify Daily Production dat Reports Quit	Project Current E stimate Accounts Ijontractor Code Account Numbers (1) 1517301010001 540.CN.F150.30 1730000000 (2) 1517301010001 540.CN.F15E.30 1730000000 (3) 1517301010001 540.CN.G200.30 1730000000 (4) 1517301010001 540.CN.G20E.30 1730000000 (5) (6) (6) (7) (8) (8) (8) (8) (8) (8) (8) (8) (9)	Limitations Chain Acct Codes 199987.13 3543545.47 126434.80 1800000.00 .00 .00 .00 .00 .00
Ready		

In the "Accounts" tab you will find the account numbers.

_ **D** X

- The "Code" is like a nickname. It will be used to indicate if a certain payment needs to go to that certain account.
- The "Limitations" show how much money is assigned to that account.
- The "Chain Acct Codes" will allow money to be automatically spent from the next account in order once the previous one is expended.
- You will also add an account at this location if a new account number is added via CM.

No Progress Estimate	
File Edit View Record Options Window Help	
	If you are having
Enter contract number: DTFH70-15-C-00017	accounting issues, just let FR know. We will help fix it.
Open database for this contract Project Form (DTFH70-15-C-00017)	
Main menu Project Current Estimate Accounts Contractor Modify Project data Modify Item/Quanity data Code Account Numbers Limitations Codes Modify Daily Production dat Modify Daily Production dat 11 1517301010001 540.CN.F150.30 173000000 126434.80 3 Quit Gaunt 1517301010001 540.CN.G20E.30 173000000 126434.80 3 Quit (6) .00 .00 .00 (8) .00 .00 .00 .00 Save Cancel Close .00 .00	Also, FR may change your accounting to make sure "old" money is spent first.
Ready	NUM

Zero Estimate

Progress Estimate	
File Edit View Record Options Window Help	
Start Form (Main Menu) Enter contract number: DTFH70-15-C-00020 Open database for this contract Main menu Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	Click on "Reports".
Ready	



Progress Estimate File Edit View Record Options Window Help Image: Start Form (Main Menu) Image: Enter contract number: Image: Image: DTFH70-15-C-00017 Image: Start Form (Main Menu) Image: Start Form (Main Menu)		
Open database for this contract Main menu Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	Pick report Progress Estimate Supporting Data Summary Book Item Production Sheets Print with probables? Print both listings FHWA copy (with probables) Contractor's copy (without probables) Which estimate? Current estimate 001 Previous estimate 001 Previous estimate 001 Page range All Range: to To Screen To Printer Close	 If you already created your 001 estimate, you can still print your Zero estimate. Follow all of the same steps as the previous slide EXCEPT select "Previous estimate" and enter "0" then select "To Screen" to verify and then "To Printer" to print it.
Ready		NUM Z4

S Progress Estimate

Reports... Next Page Prey Page I wo Page Zoom In Zoom Out Glose

	00.00.02								1000 1012
					imate No. O	Est	C-00017	No. DTFH70-15-	Contract 1
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					\$790,000.00	LPSM	MOBILIZATION \$790,000.00	15101-0000 790,000.00	A1000
					TAKING \$120,000.00	SURVEY AND S LPSM	CONSTRUCTION \$120,000.00	15201-0000 120,000.00	A1020
					AND ASSURANCE \$130,000.00	UALITY CONTRO LPSM	CONTRACTOR QU \$130,000.00	15301-0000 130,000.00	A1040
					\$160,000.00	ESTING LPSM	CONTRACTOR TE \$160,000.00	15401-0000 160,000.00	a1060
py wi	ctor's Cop	he Contrac	The		\$10,000.00	SCHEDULE LPSM	CONSTRUCTION \$10,000.00	15501-0000 10,000.00	A1080
b	 S	ook like thi	loc	NNEL	PORARY DIVERSION C \$25,000.00	CONTROL, TEM LPSM	SOIL EROSION \$25,000.00	15702-1000 25,000.00	A1100
nere	ables.	NO proba		R	PORARY SOIL TACKIF \$4,000.00	CONTROL, TEM ACRE	SOIL EROSION \$1,000.00	15702-1500 4.000	A1120
the	also see tl	You can a	•		FENCE \$2,250.00	CONTROL, SIL LNFT	OIL EROSION \$5.00	16705-0100 450.0	A1140
PAY to	place to P	<u>decimal</u> p			IMENT WATTLE \$24,000.00	CONTROL, SED LNFT	OIL EROSION \$4.00	16705-1500 6,000.0	A1160
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						CONTROL CED	OTT EDOCTON	1.706-0200	A1200

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Page 2

<u>21</u> Previous To Date Amount Comp. Quantity Amount 	Index
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790,000.00 790,000.0	0 .00.0
120,000.00 120,000.0	0 .00.0
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Entering Paynotes & Posting to Payment

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Open database for this contract		Production Data."	
Main menu Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit			
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U.S. DEPARTMENT OF TRANSP FEDERAL HIGHWAY ADMINISTRAT Western Federal Lands Highway Divi 610 E. 5th St. Vancouver, Washingtor FP-03 109.01	PORTATION TION 1 98661	Date Stamp
(a) Project Name: Peavine Ro	ad Repair	Copy Stame
Project Number: OR BLM EF	RFO 151-3202	ody) oranie
(b) Item Number: A0240: 403	01-0200	
Item Description: Asphalt Cor	ncrete Pavement	
c) Date work performed: 10-15-15	a transfer of the television	
Daily Record Of Miscellaneous Items		3
Fotal = 41.368 tons		
g) Supporting sketch and details*: See attached street delivery repo	ort, tare report, summary sheet	
g) Supporting sketch and details*: See attached street delivery repo Summary of Quantities	ort, tare report, summary sheet	
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(g) Supporting sketch and details*: See attached street delivery repo Summary of Quantities (d) Location: From station	ort, tare report, summary sheet	(e) Measured quantity: 41.368
(g) Supporting sketch and details*: See attached street delivery reportions Summary of Quantities (d) Location: From station Attach additional sheets if necessary. h) Name of person measuring work: John V	ort, tare report, summary sheet 10+00 to 35+23 Total Quantity: Unit of Measurement Vafflehead	(e) Measured quantity: 41.368 41.37 TONS
g) Supporting sketch and details*: See attached street delivery reporting static street delivery reports and the street delivery reports attach additional sheets if necessary.	ort, tare report, summary sheet 10+00 to 35+23 Total Quantity: Unit of Measurement Vafflehead FHWA Use	(e) Measured quantity: 41.368 41.37 TONS
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(g) Supporting sketch and details*: See attached street delivery reported by the street of the street delivery reported by t	ort, tare report, summary sheet 10+00 to 35+23 Total Quantity: Unit of Measurement Vafflehead Total Quantity: Unit of Measurement Construction Inspector	(e) Measured quantity: 41.368 41.37 TONS Only
g) Supporting sketch and details*: See attached street delivery reports Summary of Quantities d) Location: From station Attach additional sheets if necessary. h) Name of person measuring work: John W i) Interim Measurement Final Measurer certify the above measurements and calculation are correct and the total quantity is subject to direct payment for the item identified.	ort, tare report, summary sheet to 10+00 to 35+23 Total Quantity: Unit of Measurement Vafflehead ment Verified By: Construction Inspector Approved	(e) Measured quantity: 41.388 41.37 TONS Only Entered To Record
(g) Supporting sketch and details*: See attached street delivery reported by the street street street street by the street	ort, tare report, summary sheet Total Quantity: Unit of Measurement Vafflehead ment Verified By: Construction Inspector Approved	(e) Measured quantity: 41.388 41.37 TONS Only Entered To Record Checked By:

For this example, we will use a paynote for asphalt. Assuming the contractor paved and submitted their paynote will all correct back up documentation for paving. We checked it, and agreed.

We are paying 41.37 tons.

Progress Estimate	and the second s	You will select A0240 for
File Edit View Record Options Window Help		the apphalt item Vou will
		ine aspiran nenn. 100 min
🖙 Start Form (Main Menu)		enter:
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DTEH70.15.C.00020		• Days of production
Upen database for this contract		• Quantity
Main menu		• In the notes, put any
	Daily Production Form (DTFH70-15-C-00020)	pertinent information
Modity Project data	First Item Prev Item Next Item Last Item Cancel	pertinent mierination
Modify Daily Production data	0080 Item number Idonativitien Idonation ASPHALT CONCRETE PAVEMEN	NT TYPE 2
Beoorts A0	0120 Pay Dec. Acct	
AU		
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	1.00 41.37 per day 0.00	
	Add Row Delete Row(s) Post to Estimate Notes for Row	
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Ready		

N Progress Estimate	
File Edit View Record Options Window Help	
Image: Start Form (Main Menu) Image: Start Form (Main Menu)	NOTE: You have entered a paynote. However, it's
	ONLY entered, not posted.
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Main menu	
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Ready	

Progress Estimate File Edit View Record Options Window Help Image: Structure		To actually pay for those paynotes select ALL the paynotes and post to
Start Form (Main Menu)		THIS SHOULD BE DONE AT THE <u>END</u> OF THE PROGRESS PAYMENT PERIOD.
Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	First Item Prev Item Next Item A0080 Item number Description A0100 A0240 40301-020 A0120 Pay Dec. Acct A0180 Item number Description A0220 Pay Dec. Acct A0220 Unit Price Unit A0220 Total Days Production A0280 Total Days Post t St# Acct Date Completed #Days Quart 10/15/2015 1.00	Last Item Cancel Close OASPHALT CONCRETE PAVEMENT, TYPE 2 Bid Quantity Probable Quantity 45 45.00 Rate Paid to Date day 0.00 o Estimate Notes for Row Iantity Notes 41.37 Dne day of production, item completed 41.37 Dne day of production, item completed
Ready Select Then "F	all of the paynotes that for that progress pay Post to Estimate".	at you are rment and

 Progress Estimate

File Edit View Record Options Window Help 🖻 🗏 🕭 🚯 🚳 🔣 🕨 🕅 🕅 You will have this window pop - 0 X Start Form (Main Menu) up and ask which account to Enter contract number; use to pay for these paynotes. DTFH70-15-C-00020 If you want to use account 1, х Open database for this contract Post selected rows to Estimate just press ok. If you want to use Enter the estimate number, and any optional information, for the "Quantity" record that will be created by totaling the selected Main menu another account, enter the rows from the Daily Production form. Required Modify Project data Car Account Code under "Acct Estimate num 1 Modify Item/Quantity data 10/15/2015 Date Code." CONCRET Modify Daily Production data Optional Acct Code Reports Quit Probable Quantity d Quantity Reference 45.00 Page Num Paid to Date Notes: One day of production, item completed 0.00 Notes for Row... day of production, item completed OK. Cancel NUM Ready

Progress Estimate	(as from	
File Edit View Record Options Window Help		
		Once the paynote is posted, the
Start Form (Main Menu)		"Est#" and "Acct" will be fill in.
Enter contract number:		You can no longer change this
DTFH70-15-C-00020		paynote information.
Open database for this contract		
Main menu		
Modify Project data	First Item Prev Item Ne	ext Item Last Item Cancel Close
Modify Item/Quantity data	A0040 Item number	Description
Modify Daily Production data	A0060 A0080 A0100 – Pay Dec Acct	40301-0200 ASPHALT CONCRETE PAVEMENT, TYPE 2
Quit	A0120 A0140 A0140	
	A0180 Unit Price A0180 179.5	Unit Bid Quantity Probable Quantity TON 45 45.00
	A0220 A0240 Total Days 1 00	Production Rate Paid to Date
	Add Bow Delete Bow	(s) Post to Estimate Notes for Bow
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	001 1 10/15/2015 1	1.00 41.37 One day of production, item completed
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Progress Estimate					
Image: Start Form (Main Menu) Enter contract number: DTFH70-15-C-00020 Open database for this contract	 You are now at the end of Estimate 2 and you have 4 more paynotes to pay. The first 3 paynotes get paid to account 1 The 4th paynote gets paid to account 3 because it's CM work. 				
Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	Daily Production Form (DTFH70-15-C-00020) First Item Prev Item Next Item Last Item Cancel Close A0040 A0060 A0080 A0080 A0080 A0100 A1120 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1100 A1200 A1100 A100 A100 A100 A10				
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Main menu Modify Proje Modify Item/Qu Modify Daily Prod Report Quit	Date 12/30/ Acct Code 1 Location Reference Page Num Notes	2015	-15-C-00020) Next Item Las Description 40301-0200 AS t Unit TON Production Rate 38.75 per day ow(s) Post to Es	st Item Cancel Close SPHALT CONCRETE PAVEMENT, TYPE 2 Bid Quantity Probable Quanti 45 41.37 Paid to Date 41.37 timate Notes for Row	
		Est# Acct Date Completed 001 1 10/15/2015 01 11/16/2015 11/17/2015 11/18/2015 11/22/2015 11/22/2015	#Days Quanti 1.00 41.3 1.00 23.2 1.00 35.0 1.00 15.5 1.00 78.5	ty Notes 77 One day of production, item completed 25 Day 1 of 3 11 Day 2 of 3 14 Day 3 of 3 16 Added Parking Lot via CM 0002	

N Progress Estimate		
File Edit View Record Options Wind Post selected rows t	o Estimate	
Enter the estimate r "Quantity" record th rows from the Daily Enter contract number: DTFH70-15-C-00020 Open database for this contract Dtructure Open database for this contract	umber, and any optional information, for the at will be created by totaling the selected Production form. 002 12/30/2015 3	ect the 4 th paynote ck on "Post to Estimate" window will open and must enter in "3" for the ount code
Main menu Modify Project data Modify Daily Production dat Reports Quit	20) Last Item Cancel DK Cancel Bid Quantity 45 A0220 Total Days Production Rate 5.00 38.75 per day Add Row Delete Row(s) Post to Estimate Notes for 001 1 10/15/2015 1.00 41.37 Dne day of product 002 1 11/16/2015 1.00 23.25 Day 1 of 3 002 1 11/12/2015 1.00 78.56 Added Parking Lot	PAVEMENT, TYPE 2 Probable Quantity 41.37 Paid to Date 115.17 r Row ition, item completed via CM 0002 v
Ready		NUM

Progress Estimate	1 3 M 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
		You can now see which
Start Form (Main Menu)		estimate the paynote was paid
Enter contract number:		on and what account each
DTFH70-15-C-00020		paynole was paid nom.
Main menu	Daily Production Form (DTFH70-15-C-00020)	
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Reports	A0100 A0120 △0140 ■ Pay Dec. Acct 2 1	
Quit	A0160 A0180 A0200 179.5 TON	Bid Quantity Probable Quantity 45 41.37
	A0220 A0240 Total Days Production Ra E 00	ate Paid to Date
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	I II III IIII IIII IIII IIII IIII IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	.37 Une day of production, item completed 8.25 Day 1 of 3
	002 1 11/17/2015 1.00 35 002 1 11/18/2015 1.00 15	5.01 Day 2 of 3 5.54 Day 3 of 3
		3,56 Added Parking Lot via CM 0002
Ready		NUM

39 //.

Adding CM Quantity to an Existing Item

Progress Estimate

Ready

File Edit View Record Options Window Help

The Luit Vie	W Record Options W	indow help					
	\$ 🚯 🞒 🚺 🖡	N N?					
🗁 Start Form	n (Main Menu)						
Enter co	ntract number:						
	Open database for this contract						
- Main me	nu						
	Modify Project data						

Modify Item/Quantity data

Modify Daily Production data Reports Quit Via CM, 80 tons were added to the <u>EXISITING</u> asphalt item. To add that 80 tons click on "Modify Item/Quantity data."

- 0 **-** X

NUM

41

😒 Progress Estimate	
File Edit View Record Options Window Help	
Start Form (Main Menu)	
Enter contract number: DTFH70-15-C-00020	
Open database for this contract	ity Form (DTFH70-15-C-00020)
First Item Pi	ev Item Next Item Last Item Add Item Delete Item Cancel Close
Main menu Marifu Preizet data	Item number Description A0240 40301-0200 ASPHALT CONCRETE PAVEMENT, TYPE 2
Modily Project data A0100 A0120	
A0140	Linit Price Unit Bid Quantity Probable Quantity
Modiry Daily Production data A0180 A0200	179.50 TON 45 45.00
Reports A0220	
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Prob Quan	t Pay Quant Est# Date Acct Location Beference Po# Bem *
	41.37 001 10/15/2015 1 kto 2010 10/15 1 kto 2
	73.80 002 12/30/2015 1
A new window will open.	78.56 002 12/30/2015 3
In the better table year will $\frac{45.00}{45.00}$	J 08/25/2015 1 8.3
In the bottom table you will	
see:	
 "Prob Quanit" of 45 	The second secon
which is the hid price	□ 002 1 11/16/2015 1.00 23.25 Day 1 of 3
which is the bid price	□ 002 1 11/18/2015 1.00 15.54 Day 2 of 3
 "Pay Quant" which 	002 3 11/22/2015 1.00 78.56 Added Parking Lot via CM 0002
shows the payments	
mado via "nost to	
payment".	

To add the CM quantity you will:

- Enter the additional <u>CM quantity</u> into "Prob Quanit"
- Enter the date of the CM (date CO signed the CM)
- Enter the account number into "Acct"
- Enter the CM number into "Reference"

You can see that the "Probable Quantity" has changed due to that additional 80 tons.

Item/Quantity	y Form	(DTFH	170-1	5-C-00020)							• •	۲			
First Item Prev	v Item 🛛 N	Vext Ite	em L	ast Item	Add It	em De	lete Item	Ca	ncel	C	ose				
A0040	🔺 İter	m num	ber	Descriptio	on										
A0060 A0080	A0	240		40301-	0200 /	ASPHAL1	CONCRE	ETE PA	VEMEN	IT, TY	PE 2				
A0100 A0120	≡ Pay 2	Dec.	Acc 1	:t							_				
A0140 A0160	Un	nit Price) <u> </u>	Unit		Bi	d Quantity		Proba	ble Qu	Jantity				
A0180 A0200		179.	50	TON		4	i		125.0	00					
A0220 A0240	▼ Re	ferenc	e 🗌				Paid	o Date	193.7	'3				ise	
							Rema	iining	, -68.73	}			ENT, TY	'PE 2	
Add Quantity	D	elete C	Juanti	ity Quant	ity Re	marks	Rema	iining	-68.73 Item	} Rema	ırks		ENT, TY	'PE 2	
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43

Ready

Adjusting Probables

You now need to adjust the probable quantity of the item because you paid a total of 197.73 tons but or th

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Yc qu

only have 125 tons "on the contract"	\$ Item/Quantity Form (DTFH70-15-C-00020)	
	First Item Prev Item Next Item Last Item Add Item Delete Item Cancel Close	
You need to adjust the quantity by 68.73 tons.	A0040 Item number Description A0060 A0240 40301-0200 ASPHALT CONCRETE PAVEMENT, TYPE 2 A0100 Pay Dec. Acct A0120 2 1 A0140 2 1 A0180 Unit Price Unit Bid Quantity Probable Quantity A0180 179.50 TON A0240 Reference Paid to Date Bid Quantity Field to Date 193.73 Remaining -68.73 ENT, TYPE 2	2
	Act Lasting Determine Det De	_
	41.37 001 10/15/2015 1	itu
	73.80 002 12/30/2015 1 5.00	<u> </u>
	78.56 002 12/30/2015 3 dto Date	
	45.00 08/25/2015 1 3.73	
	80.00 11701/2015 3 CM 0003	
		•
	41.37 Une day or production, item completed	
	002 1 11/16/2015 1.00 23.25 Day 1 of 3	
	L 002 1 11/17/2015 1.00 35.01 Day 2 of 3	
	002 3 11/22/2015 1.00 15.54 Day 3 of 3	
		-
Ready	1	NUM 45

- 0 X

The following was entered:

- 68.73 tons in "Prob Quant"
- 11/30/15 (date adjusted) was entered into "Date"
- l was entered into "Acct" because we are using the original account
- And a note that we overran the quantity was entered into "Reference"

Ready

2													
<u> </u>													
									_				
Item/Quantity	Form (DTFH	170-1	5-C-00020)										
First Item Prev Item Next Item Last Item Add Item Delete Item Cancel Close													
A0040	Ltem num	iber	Descripti	on									
A0060 A0080	A0240		40301-	0200,	ASPHALT	CONCRETE PA	VEMENT	F, TYPE 2					
A0100 A0120	≡ PayDec. 2	Acc	x										
A0140 A0160	Unit Price	e I.	Unit		Bi	d Quantity	Probab	le Quantity					
A0180 A0200	179	.50	TON		45	; ;	193.73	3					
A0220 A0240	- Referenc	;e 🗌				Paid to Date	193.73	}					
						Remaining	0.00		ENT, TYPE 2				
Add Quantity	Delete (Quanti	ity Quant	ity Re	marks		Item F	Remarks					
Prob Quant	Pay Quant	Est#	Date	Acct	Location	Refere	ence	Pg# Rem 🔺					
	41.37	001	10/15/2015	1				***	bable Quantity				
	73.80	002	12/30/2015	1					p.75				
	10.00	002	08/25/2015	1					3.73				
45.00			11/01/2015	2		CH 99	02		1				
45.00			111/20/2015	1		Overru	ın						
45.00 99.99 68.73			1173072015										
45.00 09.09 68.73		 	11/30/2013		1.00	41.37	june daj						
45.00 99.00 68.73	002	 1	11/16/2013	5	1.00	41.37 23.25	Day1 o	f3					
45.00 99.99 68.73			10/15/2013 11/16/201 11/17/201	5 5	1.00 1.00 1.00	41.37 23.25 35.01	Daylo Daylo Day2o	f3 f3					
45.00 09.00 68.73		1 1 1 3	10/15/2013 11/16/201 11/17/201 11/18/201 11/22/201	5 5 5 5	1.00 1.00 1.00 1.00	41.37 23.25 35.01 15.54 78.56	Day1 o Day2 o Day3 o Added B	f3 f3 f3 Parking Lot via D	<u></u> M 0002				

You can now see that the "Probable Quantity" matches the "Paid to Date" quantity.

If the "Paid to Date" quantity is more than the "Probable Quantity" you will get an error on your Progress Payment Report.

You must adjust all probable quantities if the "Paid to Date" quantity is more than the "Probable Quantity".

- 0 X Item/Quantity Form (DTFH70-15-C-00020) Prev Item Next Item Last Item Add Item Delete Item First Item Cancel Close A0040 Item number Description . A0060 40301-0200 ASPHALT CONCRETE PAVEMENT, TYPE 2 A0240 A0080 A0100 Pay Dec. Acct Ξ A0120 2 1 A0140 A0160 Unit Price Unit **Bid Quantity** Probable Quantity - 0 % A0180 TON 45 179.50 193.73 A0200 Close A0220 193.73 Reference Paid to Date 10240 Remaining 0.00 ENT. TYPE 2 Add Quantity Delete Quantity Quantity Remarks... Item Remarks... Pay Quant Est# Date Pg# Rem 📤 Prob Quant Acct Location Reference 41.37 001 10/15/2015 1 bable Quantity 3.73 73.80 002 12/30/2015 1 78.56 002 12/30/2015 3 to Date B.73 08/25/2015 1 45.00 80.00 11/01/2015 3 CM 0003 68.73 11/30/2015 1 Overrun -10/15/2015 T.UU 41.37 June day or production, item completed 002 1.00 11/16/2015 23.25 Day 1 of 3 35.01 Day 2 of 3 002 11/17/2015 1.00 г 002 11/18/2015 1.00 15.54 Day 3 of 3 Г 002 3 11/22/2015 1.00 78.56 Added Parking Lot via CM 0002 001

NUM

Adding a New CM Item

	CONTRACT MODIFICATION NUMBER	PAGE	OF	PAGES
CONTINUATION SHEET	0002	2	1	4

NAME OF OFFEROR OR CONTRACTOR

Laskey-Clifton Corp.

ITEM NO.		RECORDETION	0			
LINE	PAY	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
A7000	66601-0000	CONTRACT MODIFICATION WORK (CM 0002 Keyed Rip Rap Toe)	1	LPSM	\$12,817.00	\$12,817.00
A7001	20103-0000	CLEARING AND GRUBBING	14	SQYD	\$5.50	\$77.00





No Progress Estimate	Enter the following:
File Edit View Record Options Window Help	Description
File Edit View Record Options Window Help Image: Start Form (Main Menu) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (Main Menu) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (Main Menu) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (Main Menu) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (Main Menu) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (DTFH70-15-C-00020) Image: Start Form (Main Menu) Image: Start Form (DtFH70-15-C-00020) Image: Start Form (DtFH70-15-C-00020) Image: Start Form (Main Menu) Image: Start Form (DtFH70-15-C-00020) Image: Start Form (DtFH70-15-C-00020) Image: Start Form (Modity Project data Image: Start Form (DtFH70-15-C-00020) Image: Start Form (DtFH70-15-C-00020) Image: Start Form (Modity Daia) Image: Start Form (DtFH70-15	 Enter the following: Description Pay Dec. Acct Unit Price Unit Quantity Info
Ready	
	52

Progress Estimate File Edit View Record Options Window Help	 All of the correct info is entered. Some things to note: In the description, enter the Pay Item number (in this case it's 66601-0000) and the CM number.
Dipendatabase for this contract Image: Contract in the contract	Delete Item Cancel Close RACT MODIFICATION WORK Delete Item CM 0002 Bid Quantity 12817.00 Paid to Date 0.00 Remaining 12817.00 Item Remarks ion Reference Pg# Rem CM 0002 Image: Comparison of the image: Co
Ready	NUM /
	53

N Progress Estimate	All of the correct info is
File Edit View Record Options Window Help	entered Some things to
Start Form (Main Menu)	
	• For "Pay Dec.", if it's a
	lump sum, enter \$. If it's
The second	not use the chart in SCR
Upen database for this contract First Item Prev Item Next Item Add Item Delete Item C	Section 109 to
Main menu	
A0240 A0260 A7000 66601-0000 CONTRACT MODIFICATI	determine the amount
Modify Project data A0280 Pay Dec. Acct KEYED RIPRAP TOE (CM 0002)	of decimals to PAY to.
A0320 A0340 Unit Price Unit Bid Quantity	Probable Quantity
A0380 Benorts	12817.00
Quit A0400 TReference Paid to Date	0.00
Remaining	12817.00
Add Quantity Delete Quantity Quantity Remarks	Item Remarks
Prob Quant Pay Quant Est# Date Acct Location Refer	rence Pg# Rem _
Ready	
	54

Progress Estimate File Edit View Record Options Window Help Image: Image	All of the entered.
Start Form (Main Menu) Image: Contract number: [DTFH70-15-C-00020 [Dpen database for this contract [Main menu [Modity Project data [Modity Ten/Quantity data [Modity 1en/Quantity 1en/Quanti	note: • Know pay to accour CM and accour CM and accour the "A under data" Paid to Date Paid to Date Remaining 12817.00 Item Remarks n Reference Pg# Rem CM 0002

All of the correct info is entered. Some things to note:

Know which account to pay to. Check the account number on the CM and match it to the account number under the "Accounts" tab under "Modify Project data".

NUM

Progress Estimate	the second se	All of the correct info is
File Edit View Record Options Window Help		entered Some things to
		entered. bonne timigs to
Start Form (Main Menu)	X	
- Exter contract mumber		• For the "Unit Price" put
		in the total amount of
DTFH70-15-C-00020	them (Quantity Form (DTEH70-15-C-00020)	the lump sum
Open database for this contract	First Item Prev Item Nevt Item Last Item Add Item Delete Item 5	
Main menu Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	First Item Prev Item Next Item Last Item Add Item Delete Item O A0220 A0240 A7000 66601-0000 CONTRACT MODIFICAT 66601-0000 CONTRACT MODIFICAT A0280 A0300 A0300 First Item Unit Bid Quantity A0300 A0340 First Item Unit Bid Quantity A0300 A0340 First Item Unit Bid Quantity A0300 A0340 First Item Unit Bid Quantity A0380 A0400 First Item Paid to Dat A0400 First Item Pay Quant Est# Date Acct Location Reference Add Quantity Delete Quantity Quantity Remarks Paid to Dat Remaining Add Quant Pay Quant Est# Date Acct Location Reference 12817.00 10/22/2015 3 CM (I I I I I Image: Date Image: Date Image: Date <th>Cancel Close</th>	Cancel Close
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Incauy		
		56

Progress Estimate	All of the correct info is entered. Some
File Edit View Record Options Window Help	things to note:
	 Enter in the actual amount obligated
Start Form (Main Menu)	under the CM into "Prob Ouant"
Enter contract number:	• The date the CM was signed
DTFH70-15-C-00020	• The account code associated with the CM
Open database for this contract	The CM aggregiated with this item
Main menu A0220 Item numbe	
A0240 A7000 A0260 A0280 Public Article	66601-0000 CONTRACT MODIFICATION WORK
Modify Item/Quantity data	
Modify Daily Production data A0340 A0360 ≡ Unit Price 12917.0	Unit Bid Quantity Probable Quantity
Reports A0380 T2017.0 A04000 T2017.0	Paid to Date 0.00
Quit	Remaining 12817.00
Add Quantity Delete Qu	antity Quantity Remarks Item Remarks
Prob Quant Pay Quant Es	t# Date Acct Location Reference Pg# Rem _
Ready	
	57



Progress Estimate File Edit View Record Options Window Help <p< th=""><th>Now the item is created. You will need to go into the "Modify Daily Production data" window to enter your paynote and post it to payment to actual pay on that item.</th></p<>	Now the item is created. You will need to go into the "Modify Daily Production data" window to enter your paynote and post it to payment to actual pay on that item.
DTFH70-15-C-00020 Open database for this contract Main menu Modify Project data Modify Daily Production data Reports Quit	15-C-00020) Last Item Add Item Delete Item Cancel Close Description 20103-0000 CLEARING AND GRUBBING (CM 0002)
ready	CAP [NUM] 59

Adding a MOH Item



Progress Estimate		
File Edit View Record Options Window Help		
Enter contract number:		
DTFH70-15-C-00020		
Open database for this contract	\$ Item/Quantity Form (DTFH70-15-C-00020)	
	First Item Prev Item Next Item Last Item Add Item Delete Item Cancel Close	
Main menu	A0260 A0280 A0300 A0300 A0300 A0300 A0200 A0	
Modify Project data	A0320 Pay Dec. Acct	
Modify Daily Production data	A0380 A0380 Unit Price Unit Bid Quantity Probable Quantity	
Reports	A6000 12.50 LNFT 0	
Quit	A7001 Reference Paid to Date U	
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	Prob Quantity Delete Quantity Quantity Remarks	
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Description (with pay iter	m number. "MOH" and the description)	
• Pay Dec		
Unit Price		
• Unit		62

Progress Estimate File Edit View Record Options Window Help Image: Start Form (Main Menu) Image: DTFH70-15-C-00020 Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: DTFH70-15-C-00020 Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: DTFH70-15-C-00020 Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: DTFH70-15-C-00020 Image: Start Form (Main Menu) Image: DTFH70-15-C-00020 Image: Start Form (Main Menu) Image: DTFH70-15-C-00020 Image: Start Form (Main Menu) Image: DTFH70-15-C-00020 Image: Start Form (Main Menu) Image: Start Form (Main Menu)	Item/Quantity Form (DTFH70-15-C-00020) First Item First Item Next Item Add Item Delete Item Cancel
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Since this is an MOH item you will get an error mess probable quantity will alw anything into the "Prob Q	, if you try to enter the "Prob Quant" sage. Since this is an MOH item the vays be 0 so you don't need to enter uant".

Progress Estimate File Edit View Record Options Window Help Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu)		Another way to pay MOH is by lump sum. This isn't preferred but it is a way.
Enter contract number: DTFH70-15-C-00020 Open database for this contract Main menu Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	Quantity Form (DTFH70-15-C-00020) m Prev Item Next Item Last Item Add Item Delete Item Image: State in the image	Cancel Close T Probable Quantity 0 ate 0 g 0 ltem Remarks ference Pg# Rem
		64

Progress Estimate File Edit View Record Options Window Help	Now the item is created. You will need to go into the "Modify Daily Production data" window to enter your paynote and post it to payment to actual pay on that item.
DTFH70-15-C-00020 Open database for this contract First Item / Quantity Form (DTFH70) Main menu Modify Project data Modify Daily Production data A0300 A0300 Image: All of the second s	15-C-00020 Last Item Add Item Delete Item Cancel Close Description Description Description Description Image: Description Description Description Description Unit Bid Quantity Probable Quantity Description Unit Bid Quantity Probable Quantity Description Paid to Date Description Description Description antity Quantity Reference PgH Rem Description t# Date Acct Location Reference PgH Rem unit Unit Description Description Description t# Date Acct Location Reference PgH Rem Description unit Unit Description Description Description Description t# Date Acct Location Tester Network Description Description
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Adding a Retent Item

Progress Estimate File Edit View Record Options Window Help Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu)		• Just like adding a CM item, you will add a new item and enter in the item number.
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	nto the modify Daily Production data
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Modify Item/Quantity data A0360 \$	
Modify Daily Production data A0400 = Unit Price	Unit Bid Quantity Probable Quantity
Reports A700010000.00	LPSM -10000
Quit A9999 TReference	Paid to Date 0
	Remaining -10000
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Prob Quant Pay Quant Est#	Date Acct Location Reference Pg# Rem -
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Keady	NUM 60

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File Edit View Record Options Window Help	A payhole was efficient and posied to
	payment for the retainage. Notice that the
Start Form (Main Menu)	quantity entered was a negative quantity.
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DTFH70-15-C-00020	
Open database for this contract	
Main menu	Daily Production Form (DTFH70-15-C-00020)
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Modify Daily Production data	OS40 A9999 99905-0000 Final Review Retainage 0380 Pay Dec. Acct
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	.7001 .7001 .7001 .7001 .7001 .7001 .9001 .7001 .7001 .7001 .9000 .7001 .7001 .7001 .9000 .7001 .7001 .7001 .9000 .7001 .7001 .7001 .7001 .7001 .7001 .9000 .7001 <td< td=""></td<>
	-10000.00
	Add Row Delete Row(s) Post to Estimate Notes for Row
	Est# Acct Date Completed #Days Quantity Notes
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l l l l l l l l l l l l l l l l l l l	
Ready	

Adding an Incentive Item and Paying It

Superpave asphalt

- Bid Quantity = 22,000 tons
- Bid Price = \$110.00/ton
- Paved a total of 21,345 tons
- 2 Lots
- Lot 1 = 5263 tons
- Lot 2 = 16,082 tons
- Pay Factor for Lot 1 = 0.98
- Pay Factor for Lot 2 = 1.03
• Lot 1

- Quantity = 5263 tons
- Pay Factor = 0.98
- Unit price = -.02 x \$110.00/ton = -\$2.20/ton

• Lot 2

- Quantity = 16,082 tons
- Pay Factor = 1.03
- Unit price = .03 x \$110.00/ton = \$3.30/ton

• How do we pay?

- 5,263 tons @ -\$2.20/ton
- 16,082 tons @ \$3.30/ton

Progress Estimate File Edit View Record Options Window Help Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu) Image: Start Form (Main Menu)	 Just like adding a CM item, you will add a new item and enter in the item number.
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See the last page for number convention.	NUM 74



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Running Reports

File Edit View Record Options Window Help
Stat Form (Nain Menu) Finter contract number: Image: Contrect number: <t< th=""></t<>
 Progress Estimate: ran at the end of each progress estimate Supporting Data: used to see total quantity paid to each account Summary Book: used as a checklist of each item (summary of the "Modify Item/Quantity Data")

• Item Production Sheet: used as a checklist of each item (summary of the "Modify Daily Production Data")

80



Progress Estimate

OR BLM ERM Peavine Ro	FO 151-3202 oad Repair										01,	Page 4 /04/2016 07:41:41
Contract 1	No. DTFH70-15-	C-00020	Estimate 1	No. 002								
Item No.		Contracted	d Quantities		Es	timated Quantit	ies		÷	Probable	ig	% Over/
Descr.	Quantities	Unit Price	Unit	Amount	Current	Previous	To Date	Amount	Camp.	Quantity	Amount	Under
A7000	66601-0000	CONTRACT MODIN	FICATION WORK KEYE	D RIPRAP TOE (CM 0002)							
Acct #3			LPSM							12,817.00	12,817.00	
A7001	20103-0000	CLEARING AND (GRUBBING (CM 0002)									
Acct #3	0.0	\$5.50	SQYD							14.0	77.00	
A9500	40101-5600	QMI SUPERPAVE	ASPHALT LOT 1									
Acct #1	0.0	-\$2.20	TON		5,263.0		5,263.0	-11,578.60	100.0%	5,263.0	-11,578.60	
A9501	9501 40101-5600 QMI SUPERPAVE ASPHALT LOT 2											
Acct #1	0.0	\$3.30	TON		16,082.0		16,082.0	53,070.60	100.0%	16,082.0	53,070.60	
A9999												
Acct #1			LPSM		-10,000.00		-10,000.00	-10,000.00	100.0%	-10,000.00	-10,000.00	

	Re	eports	
		Pick report	
		Progress Estimate	
		O Supporting Data	
		O Summary Book	
		C Item Production Sheets	
		Print with probables?	
		C Print both listings	
		 FHWA copy (with probables) 	
		 Contractor's copy (without probables) 	
		Which estimate?	
		Current estimate 002	
		C Province estimate	
		Page range	
		To Screen To Printer Close	82
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									Suppo	rting D	ata
	OR BLM ERFO 151-3202 Peavine Road Repair									01/04/2016 07:43:34	
	Contract No. DTFH70-15-C-00020	Supporti	ng Data for Estin	nate No. 002	Paying \$5	8,840.62 from	10/01/2015 to :	10/31/2015		Page 1	
Item No.	Description	Unit	Price	Probable Quantity	Account Quantity	Number 1 Amount	Account 1 Quantity	Number 2 Amount	Account Quantity	Number 3 Amount	
A0020	15101-0000 MOBILIZATION	LPSM	\$24.380.00	24,380.00							
A0040	15201-0000 CONSTRUCTION SURVEY AND										
A0060	STAKING 15301-0010 CONTRACTOR QUALITY	LPSM	\$13,340.00	13,340.00							
	CONTROL AND ASSURANCE	LPSM	\$7,800.00	7,800.00							
A0080	15401-0000 CONTRACTOR TESTING	LPSM	\$3,390.00	3,390.00							
A0100	15501-0000 CONSTRUCTION SCHEDULE	LPSM	\$622.00	622.00							
A0120	15701-0000 SOIL EROSION CONTROL	LPSM	\$965.00	965.00							
A0140	20103-0000 CLEARING AND GRUBBING	SOYD	\$5.50	503.0							
A0160	20401-0000 ROADWAY EXCAVATION	CUYD	\$64.75	32.0							
A0180	26101-0000 REINFORCED SOIL SLOPE	SOFT	\$65.00	1,600.0							
A0200	30201-1000 ROADWAY AGGREGATE.	~~~		-,							
110200	METHOD 1	CUYD	\$49.70	70.0							
A0220	30302-1000 DITCH RECONDITIONING	LNFT	\$0.91	400							
A0240	40301-0200 ASPHALT CONCRETE		,								
	PAVEMENT, TYPE 2	TON	\$179.50	115.17	73.80	\$13,247,10					
********	······································	********	tem A0240: To-Da	te exceeds Pro	bable for abo	ve account. *	**********	**********	*************	*********	
				80.00					78.56	\$14,101,52	
A0260	41202-0000 TACK COAT	GAL	\$6.70	20.0							
A0280	62201-0250 DUMP TRUCK, 10 CUBIC										
	YARD MINIMUM CAPACITY	HOUR	\$140.00	20.00							
20300	62201-0700 BACKHOF LOADER 1 CUBIC										
ACCOU	VARD MINIMUM CARACITY FRONTEND						r				
	BUCKET 10 CUBIC FOOT MINIMUM						Reports			×	
	CADACITY BACKHOF BUCKET 90 HD										
	MINIMUM FLYWHEFT.	HOUR	¢120_00	20.00			Pick report				
10320	62301_0000 CENEDAL LABOR	HOUD	¢120.00	40.0			C D	- · ·			
A0340	62516_3000 MULCHING HYDRAULIC	HOOK	ę33.00	40.0			• Progress	Estimate			
A0340	METUOD BONDED FIRED MATRIX	ROVD	¢0.70	500.0			📔 💽 Supportin	ng Data			
20260	62001-1100 BOLLED EBOSION CONTROL	2010	95.10	500.0			C Summary	Book			
A0300	DECENTER A	COVD	¢2.70	500.0			C Item Proc	luction Sheets			
20200	COADA DADA DATEMENT NADRINGS TYPE	SQID	92.70	500.0				Juction Sheets			i 1
A0360	63401-0100 PAVEMENT MARKINGS, TIPE		** **	400.0			5.01 × 1.5				
	A, SOLID (WHITE)	LNEI	\$2.4U	400.0			Which items	/			
A0400	63501-0000 TEMPORARY TRAFFIC CONTROL	LPSM	\$1,140.00	1,140.00			🔹 🔍 All Items	on the Project			
A6000	GUZUZ-USUU MUH Z4-INCH CULVERT	LF2M	\$1,550.00	0.00			C. Only Item	is naid this perio	d		
A/000	COOUL-UUUU CONIKACI MODIFICATION		***				Only item	is para trito pono			
	WORK KEYED RIPRAP TOE (CM 0002)	LPSM	\$12,817.00	12,817.00							
A7001	20103-0000 CLEARING AND GRUBBING										
	(CM 0002)	SQYD	ş5.50	14.0			_\u/biah astin	ata2			
A9500	40101-5600 QMI SUPERPAVE ASPHALT			F 676 6		***	which estimation		-		
	LOT 1	TON	-\$2.20	5,263.0	5,263.0	-\$11,578.60	💌 Current e	stimate UO2			
A9501	40101-5600 QMI SUPERPAVE ASPHALT						C Previous	estimate 🔟	Info		
	LOT 2	TON	\$3.30	16,082.0	16,082.0	\$53,070.60	- Trombus				
A9999	99905-0000 Final Review Retainage	LPSM	-\$10,000.00	-10,000.00	-10,000.00	-\$10,000.00	Description				
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Summary Book

Federal Highway Administration Western Federal Lands Highway Division Contract No.: DTFH70-15-C-00020

ESTIMATE SUMMARY BOOK

Summary of Item No. A0240

Date: 01/04/2016

Project No. : OR BLM ERFO 151-3202 Project Name: Peavine Road Repair

Item No.: A0240 40301-0200 ASPHALT CONCRETE PAVEMENT, TYPE 2

Price : 179.50 per TON

	Probable		Paid			Page	Remark
Location	Quantity	Quantity	Date	Est #	Reference	No.	No.
		41.37	10/15/2015	1			1
		73.80	12/30/2015	002			
		78.56	12/30/2015	002			
	45.00		08/25/2015				
	80.00		11/01/2015		CM 0003		
	68.73		11/30/2015		Overrun		
Totals	193.73	193.73					
Final Check			The Rema:	rks are p	printed on the foll	owing pag	ge.

 Reports	
Pick report Progress Estimate Supporting Data Summary Book Item Production Sheets Which items? All Items on the Project Only selected Items	
Page range All Range: to To Screen To Printer Close	8

Item Production Sheets

Ε

Federal Highway Administration Production Summary Sheet for It Western Federal Lands Highway Division 0 Contract No.: DTFH70-15-C-00020 Date: Project No.: OR BLM ERFO 151-3202 Project Name: Peavine Road Repair								
Item Number Bid Quantity Unit Price Bid Amount	: A0240 y: 45.00 : \$179. : \$8,07	40301-0200 50 per TON 7.50) ASPHALT CONCRET	E PAVEMENT, TY	PE 2			
Date	Days	Work	Work	Running	Percent	Notes		
Completed	Used	Campleted	Remaining	Total	Complete			
10/15/2015	1.00	41.37	152.36	41.37	21.4 %	One day of production, item completed		
11/16/2015	1.00	23.25	129.11	64.62	33.4 %	Day 1 of 3		
11/17/2015	1.00	35.01	94.10	99.63	51.4 %	Day 2 of 3		
11/18/2015	1.00	15.54	78.56	115.17	59.4 %	Day 3 of 3		
11/22/2015	1.00	78.56	0.00	193.73	100.0 %	Added Parking Lot via CM 0002		

Total days used = 5.00 Production rate = 38.75 TON per day

Reports		
Pick report	1	
C Progress Estimate		
C Supporting Data		
C Summary Book		
 Item Production Sheets 		
Which items?		
All Items on the Project		
C Only selected Items		
Page range		
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C Range: to		
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To Screen To Printer	Close	85
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Processing an Estimate

📡 Progress Estimate	
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Main menu Modify Project data Modify Item/Quantity data Modify Daily Production data Reports Quit	"Modify Project data" to enter in the date you received the WFLHD 500 and Contractor's estimate.
Ready	

OR BLM EF Peavine F	RFO 151-3202 Woad Repair									10/1	Page 2 5/2015
Contract	No. DTFH70-15-C-00020	Estimate 1	¥o. 1							15 -l 4 - 1-	: 50:08
Item No.	Contracted	Quantities		Е	stimated Quantities	,		1.	nis is w	nat th	le estim
Descr.	Quantities Unit Price	Unit	Amount C	lurrent	Previous	To Date	Amount	w	rill look	t like.	(Found u
A0020	15101-0000 MOBILIZATION	LPSM	15,	.000.00		15,000.00	15,000.00	re	ports.)		
A0040	15201-0000 CONSTRUCTION S	URVEY AND STAKING	5,	000.00		5,000.00	5,000.00	37.5%	13,340.00	13,340.00	
A0060	15301-0010 CONTRACTOR QUA	LITY CONTROL AND : LPSM	ASSURANCE 4,	000.00		4,000.00	4,000.00	51.3%	7,800.00	7,800.00	
A0080	15401-0000 CONTRACTOR TES	TING LPSM	1,	,000.00		1,000.00	1,000.00	29.5 8	3,390.00	3,390.00	
A0100	15501-0000 CONSTRUCTION S	CHEDULE LPSM		300.00		300.00	300.00	48.2%	622.00	622.00	
A0120	15701-0000 SOIL EROSION C	CONTROL LPSM		456.21		456.21	456.21	47.3%	965.00	965.00	_
A0140	20103-0000 CLEARING AND 0 0.0 \$5.50	RUBBING SQYD		503.0		503.0	2,766.50	100.0 0	503.0	2,766.50	
A0160	20401-0000 ROADWAY EXCAVA 0.0 \$64.75	TION CUYD		32.0		32.0	2,072.00 :	100.0 0	32.0	2,072.00	
A0180	26101-0000 REINFORCED SOI 0.0 \$65.00	L SLOPE SQFT		832.0		832.0	54,080.00	52.08	1,600.0	104,000.00	
A0200	30201-1000 ROADWAY AGGREG 0.0 \$49.70	ATE, METHOD 1 CUYD		69.4		69.4	3,449.18	99.1%	70.0	3,479.00	
A0220	30302-1000 DITCH RECONDIT 0 \$0.91	IONING							400	364.00	

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Downloads	7011C16.MDB	Open		58 AM	Microsoft Office A	498 K	B			
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	7010D11101.MI	Scan for Viruses		9:33 AM	Microsoft Office A	274 K	В			
🥽 Libraries	7007D07122.MI	Open with	•	9:48 AM	Microsoft Office A	950 K	B			
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💘 My Web Sites on MSN	Progress Estimate	1	/19/2006 8	3:51 AM	Shortcut	1 K				
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Modify Project Data

- Access Project name and number
- Change Contractor's address
- Add/change account info
- Create new estimate
- Enter estimate info
 - Type of estimate
 - Estimate number
 - Dates of estimate
 - Date of receiving Contractor's invoice

Modify Item/Quantity data

• Change probables

Add quantity via CM
 • Add new items

Modify Daily Production data

Input paynotes

• Post to estimate

Make notes

Reports

Progress estimates

By estimate

Supporting data

By estimate

Summary book

By item

Item production sheets

By item

Common Mistakes

- Probables are not updated
- Posting paynotes individually to the estimate
- Forgetting to zip your file
- Forgetting to update your estimate number
- WARNING: never change a previous estimates database, just create a corrective paynote.

Questions

Samantha Shields

360-619-7847

• Helen Oppenheimer

360-619-7881

Other Project Engineers and COEs

Line Item Numbering Convention

ItemsLine Item NumberOriginal Contract Items:A0000 - A5999Material-on-hand (MOH):A6000 - A6999Contract Modifications (CM):A7000 - A8999Retainages:A9000 - A9499Material Incentives, Trailer Rentals, LDs, etc.A9500 - A9999

What is a good practice for my CM line item number convention?
Example: Your project is using <u>A</u> as the pay item prefix and
CM 0001 has 4 new items. Use A7000, A7001, A7002, A7003
CM 0002 has 3 items. Use A7010, 7011, 7012
CM 0003 has 15 items. Use A7020 to 7034
CM 0004 has 2 items. Use A7040, A7041