

Project Closeout and Division Let Contracts

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2010 Resident Engineer Workshop

Project Closeout

■ Goals

- Accurate and Timely Payment of Contractor
- Free up Department Resources
 - Personnel
 - Funding

■ Final Estimate Checks

- Resident Engineer & Division Engineer

Project Closeout

- Contractor Notification
 - Final Quantities and Liquidated Damages
 - Certified Mail
 - Only After Division Check
- Project Closeout Conference
 - Only After Contractor Notification
 - Roadway or Bridge Engineer

Project Closeout

- Submit Final Estimate to CU
 - Follow Timeframes in Construction Manual
 - Page R-192
 - Status of Final Estimate Report
 - Quarterly Report from CU

Division Let Contracts

- Formally known as PO Contract
- Administered in HiCAMS
 - 70 Active Contracts
 - “DA00006” - Division 1 (A=1, N=14)
- Current Process
- Upcoming Changes

Division Let Contracts

■ Business Process

■ Chief Engineer's Memo

-October 23, 2008

-SA and Claim Approval

■ Final Estimate Process

■ Division Handles All Aspects

■ Call CU to Process

Division Let Contracts

- Website
 - Portal Page
 - Teams/DOH/Operations/Divisions

Questions?