



2022 DRAFT Federal-aid Overview Seminar - Post-Letting: Construction Inspection and Contract Administration Agenda

Agenda Item

Registration

Welcome - Nicole Moore

- Introductions
- Purpose and Format
- Breaks and Facilities
- Website resources

Welcome - FHWA

Construction Inspection - Region Field Technicians

- Pre-construction Meeting
- Project Inspection Duties
- I.M. 6.000 & 6.110
- Working Day Reports
- Change Orders
- EEO / AA and Wage Rate Compliance
- Certified Payrolls
- Davis-Bacon Wage Rates
- Prompt Payment
- (Proj Engr should share quantities w/ contractor)
- No certification, No pay
- Buy America (BABAA)
- Specification updates
- Training Opportunities

Materials - District Materials

- Materials Testing and Certification
- Materials I.M. 101 - example
- Materials Acceptance Report

Break and Refreshments (provided)

Payments & Claim Reimbursements – Doug/Field Team

- Payment Vouchers (Contractor Pay System, CPS)
- Claims for Reimbursement (Form 517050)
- Inactive Obligations & PEDs

Doc Express & Appia – Doug/Niki

- E-Sheets
- Naming Convention
- Change orders
- Final voucher process

Lunch (on your own)

Final Field Reviews - Region Field Engineers

- What do we look for?
- Constructability issues

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Project Close-out for Highway Projects - Region Field Engineers

- Inspection and Acceptance of Field Work
- Pre-audit Checklist and Procedures
- I.M. 6.110E - put items in Doc Express - use updated forms!
- Semi-final Voucher / Pay Estimate
- Construction and Materials Audits
- Final Voucher / Pay Estimate
- Final Forms Packet
- Final Payment and Federal Reimbursement
- Interest Payments
- Project Close-out

Break and Refreshments (provided)

Project Close-out for Non-Highway Projects - Deb Arp

- Process Differences for Non-Highway Projects
- Materials Acceptance Requirements
- In-Kind Contributions

Closing Remarks - Nicole Moore

- Top Things to Remember