

Municipal Assistance Bureau Payment Summary Form

(Please submit this completed summary with all construction pay-requisitions)

Project Name and Number: _____

Prime Contractor: _____

Construction Inspection Firm: _____

Notice to Proceed Date: _____

Construction Start Date: _____

Contract Completion Date: _____

Contract Completion Date adjusted by Change Order: _____

Is the project on-schedule? _____

Are Liquidated Damages being withheld in this payment? _____

Original Contract Amount: _____

Change in Contract Amount by Change Order: _____

Current Approved Work: _____

Approved Work to Date: _____

Current Stockpile Advancement: _____

Stockpile Advancement to Date: _____

Current Liquidated Damages: _____

Liquidated Damages to Date: _____

Current Adjustment: _____

Adjustments to Date: _____

If "Current Adjustment used,
please justify why necessary:

Current Payment: _____

Total Payments to Date: _____

INSTRUCTIONS:

"current approved work" = \$ amount from pay requisition as approved;

"current stockpile advancement" = only used for stockpile payment;

"current liquidated damages" = total \$ assessed per 108.12 (per current pay req.);

"current adjustment" = any \$ adjustment necessary (not LD or stockpile);

"current payment" = final payment amount including stockpile, less LD's and any adjustments;

"approved work to date" = sum of all approved construction invoices to date;

"stockpile advancement to date" = sum of all stockpile payments to date;

"liquidated damagess to date" = sum of all LD's assessed to date;

"adjustments to date" = sum of all adjustemnts to date

"total payment to date" = sum of all payments to date

Signature of RE:

Date:

VTrans Municipal Assistance Bureau - Local Projects Construction Invoice Submittal

Project Name & Number: _____

Contractor Pay requisition #: _____ Period of work – From: _____ To: _____

Please list all materials that are shown in the project's list of "Materials Acceptance Requirements" that are included in this pay requisition in the following table:

Pay Item #	Pay Item Name	Quantity Installed this Period	Material Acceptance Requirements Satisfied?	Comments
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Choose an item.

- 1. The project list of "Materials Acceptance Requirements" is provided by the VTrans MAB Project Supervisor.*
- 2. Materials Acceptance Requirements are satisfied when the Resident Engineer accepts the material following the procedures in the Materials Sampling Manual. Typically this would include appropriate certification(s) have been acquired and/or sample/test reports indicate conformance or materials are selected from a pre-approved products list.*

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents. The undersigned also certifies that all materials acceptance requirements have been satisfied for the pay items included in this pay estimate.

Signature of RE: