

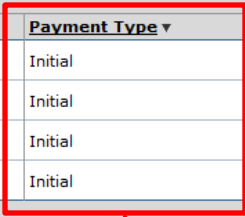
How to...

Change the Payment Type
and Period Dates

Project Number: OR BLM 2014(2)(Sam Multiple Accounts) **Project Name:** Grizzly Mountain Road Resurfacing(Copy) **Contract Number:** DTFH7014C00016 **States:** OR

Search Filters:
 Start Date to End Date to
 Payment Type

Actions	Pay Period Number ▼	Payment Status ▼	Payment Type ▼	Start Date ▼	End Date ▼	Amount Paid ▼
	0	Approved	Initial	-	-	\$0.00
	1	Paid	Initial	Jun 26, 2014	Jul 26, 2014	\$17,900.00
	2	Paid	Initial	Jul 27, 2014	Aug 26, 2014	\$5,000.00
	3	Current	Initial	Aug 27, 2014	Sep 26, 2014	\$36,479.00



When looking at the “Payment Type,” all of the estimates should be “progress” estimates instead of “initial” estimates. We cannot change estimates 1 and 2 but we can change estimate 3.





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Search Filters:

Start Date to End Date to

Payment Type

Items 1-4 of 4

Actions	Pay Period Number ▼	Payment Status ▼	Payment Type ▼	Start Date ▼	End Date ▼	Amount Paid ▼
	0	Approved	Initial	-	-	\$0.00
	1	Paid	Initial	Jun 26, 2014	Jul 26, 2014	\$17,900.00
	2	Paid	Initial	Jul 27, 2014	Aug 26, 2014	\$5,000.00
	3	Current	Initial	Aug 27, 2014	Sep 26, 2014	\$36,479.00

Items 1-4 of 4

Click on the "Edit"  icon.

Project Info Design Acquisition **Construction** Account Team Event Log

Core Contract Status **Progress Payment** SubContractors Labor/Equipment Daily Reports Daily Diary Claims Contract Modifications

Grand Summary Pay Notes Pay Note Summaries Non CM Pay Items **Period** Account Progress Payment Tracking

Project Number: OR BLM 2014(2)(Sam Multiple Accounts) **Project Name:** Grassy Mountain Road Resurfacing(Copy) **Contract Number:** DTFH7014C00016 **States:** OR

Pay Period Number: 3 Payment Type: Initial
 Start Date: August 27, 2014 End Date: September 26, 2014

Search Filters:

Keyword Status Draft Pending Processed

Contract Mods 0001 Part of a Contract Mod Yes No
 0004
 0002

Click on the "Period" tab.

Progress Payment Period Totals

Contract Amount: \$1,028,195.47 Revised Contract Amount: \$1,109,099.48 Estimated Payment Amount: \$38,884.00 Current Approved Amount: \$36,479.00 Previous Paid Expenditure: \$22,900.00 To Date Expenditure: \$59,379.00 Probable Amount: \$1,064,329.47 Percent Work: 5.579 %

Progress Payment Report (Contractor Version) Items 1-20 of 43															
Contract Quantities						Revised Quantities		Approved Pay Notes		Current Quantities				Probable Quantities	
Line #	Quantity	Unit Price	Pay Units	Amount	QTY	Amount	QTY	Amount	Current	Previous	To Date	Amount	Comp %	Probable QTY	Probable Amount
Pay Item # v: 15101-0000 CM #: Pay Item Type v: N Description: MOBILIZATION															
A0020	All	\$65,500.00	LPSM	\$65,500.00	100%	\$65,500.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	7.63	100%	\$65,500.00
Pay Item # v: 15201-0000 CM #: Pay Item Type v: N Description: CONSTRUCTION SURVEY AND STAKING															
A0040	All	\$25,000.00	LPSM	\$25,000.00	100%	\$25,000.00	\$23,050.00	\$23,050.00	\$20,745.00	\$0.00	\$20,745.00	\$20,745.00	82.98	100%	\$25,000.00
Pay Item # v: 15301-0010 CM #: Pay Item Type v: N Description: CONTRACTOR QUALITY CONTROL AND ASSURANCE															
A0060	All	\$25,000.00	LPSM	\$25,000.00	100%	\$25,000.00	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	\$500.00	2.00	100%	\$25,000.00
Pay Item # v: 15401-0000 CM #: Pay Item Type v: N Description: CONTRACTOR TESTING															
A0080	All	\$15,000.00	LPSM	\$15,000.00	100%	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	100%	\$15,000.00
Pay Item # v: 15501-0000 CM #: Pay Item Type v: N Description: CONSTRUCTION SCHEDULE															
A0100	All	\$7,000.00	LPSM	\$7,000.00	100%	\$7,000.00	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	100%	\$7,000.00
Pay Item # v: 15705-1500 CM #: 0001 Pay Item Type v: N Description: SOIL EROSION CONTROL, SEDIMENT WATTLE															
A0120	1,080.0	\$11.50	LNFT	\$12,420.00	1,060.0	\$12,190.00	0.00	\$0.00	0.0	0.0	0.0	\$0.00	0.00	1,080.0	\$12,420.00
Pay Item # v: 15706-0200 CM #: Pay Item Type v: N Description: SOIL EROSION CONTROL, CHECK DAM															
A0140	7.00	\$10.00	EACH	\$70.00	7.00	\$70.00	0.00	\$0.00	0.00	0.00	0.00	\$0.00	0.00	7.00	\$70.00
Pay Item # v: 15706-0200 CM #: Pay Item Type v: N Description: SOIL EROSION CONTROL, CHECK DAM (TEMPORARY)															

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Save Delete Cancel

* indicates a required field

Progress Pay Period

Pay Period Number: 3

Start Date: 08-27-2014

Payment Type: Initial

End Date: 09-26-2014

Check to make sure the "Start Date" and the "End Date" are correct.

Save Delete Cancel

Project Number: OR BLM 2014(2)(Sam Multiple Accounts) **Project Name:** Grizzly Mountain Road Resurfacing(Copy) **Contract Number:** DTFH7014C00016 **States:** OR

Save Delete Cancel

* indicates a required field

Progress Pay Period

Pay Period Number: 3

Start Date: 08-27-2014 select clear

Payment Type: Initial
Initial
Progress
Semi Final
Final
select clear

Save Delete Cancel

Select the "Payment Type."

- "Initial" is for the zero estimate.
- "Progress" is for every estimate between the initial and the "Semi-Final."
- "Semi-Final" is for the last estimate the Project Engineer completes in the field.
- "Final" is only for the Final Review Office to use.

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* indicates a required field

Progress Pay Period

Pay Period Number: 3

Start Date: 08-27-2014

Payment Type: Progress ▾

End Date: 09-26-2014

When everything is correct, click on "Save."

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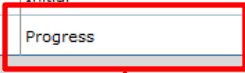
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Items 1-4 of 4



The "Payment Type," for estimate 3 now says "Progress".