

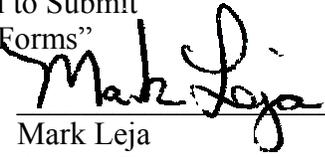


Construction Policy Bulletin

CPB 07-4 Federal Highway Administration Form FHWA-47M

References: *Construction Manual*, Section 3-911 "Payment of a Progress Estimate After Contract Acceptance"
Construction Manual, Section 3-914A "Material to Submit"
Construction Manual, Section 5-101E "Federal Forms"

Effective Date: August 22, 2007

Approved: 
Mark Leja
Acting Chief
Division of Construction

Approval Date: August 21, 2007

Background

For several years, Caltrans and other state Departments of Transportation (DOT) have commented that Federal Highway Administration (FHWA) reports generated from data collected through Federal Form FHWA-47M, "Statement of Materials and Labor Used by Contractors on Highway Construction Involving Federal Funds," were of little use, since statistical limitations and accuracy of the data could result in misleading information. The DOTs suggested eliminating reporting requirements altogether. FHWA conducted a review of state DOT highway construction costs and cost data collection requirements and determined it was appropriate to discontinue certain reporting requirements.

Existing Procedure

Before payment of a final estimate, the Division of Construction's progress pay staff must ensure that administrative details have been completed. When special provisions require, the district must submit the original and two copies of the Federal Form FHWA-47M, which is prepared by the prime contractor.

New Procedure

Effective August 2, 2007, prime contractors will no longer be required to submit Federal Form FHWA-47M before receiving final payment. On all ongoing federal-aid contracts, resident engineers must execute a contract change order (CCO) to eliminate this requirement. Resident engineers have authority to approve this CCO. The cost to complete FHWA-47M is negligible, so the CCO will be zero cost. A sample CCO and memorandum are attached.

For questions regarding this new procedure, please contact Rick Gifford, Division of Construction, at 916-657-5211.

Attachments