Project Construction Report

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>Contractor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Located at:</td>
<td>Address:</td>
</tr>
<tr>
<td>FMS No.:</td>
<td></td>
</tr>
</tbody>
</table>

Contract Time: ...
Original Completion Date: ...
Additional Time Authorized *: ...
Revised Completion Date: ...
Probable Completion Date: ...

Progress: On Schedule: ...
Weeks Ahead/Behind: ...
Percent of Work Completed: ...
Original Contract Amount: ...
Probable Final Contract Amount: ...

CONSTRUCTION STATUS OF PRINCIPLE / CONTROLLING ITEMS

<table>
<thead>
<tr>
<th>Item</th>
<th>% this Period</th>
<th>% to Date</th>
<th>% Probable +/-</th>
<th>Remarks</th>
</tr>
</thead>
</table>

Narrative of CONTRACTOR’s operations, problem areas, and Contractor’s plans for next week.

WORK FORCE SUMMARY

<table>
<thead>
<tr>
<th>CONTRACTOR/ SUBCONTRACTOR</th>
<th>“x” Dates Worked</th>
<th>Status Change **</th>
<th>Shift / Hours</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>S M T W T F S</td>
<td>Change **</td>
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</table>

* Include all authorized time extensions and time not chargeable due to winter shutdowns.
** Note whether started, suspended, resumed, or completed operations.

Report Number: ____________
Period Ending: ____________
Project No.: ____________
Contract No.: ____________

25D-057 Project Construction Report, Page ___ of ___ Revised 4/97
### PROJECT CONSTRUCTION REPORT (continued)

**Project Name:**

**Project No.:**

**Contract No.:**

**Report Number:**

**Period Ending:**

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### ENGINEERING FORCE

<table>
<thead>
<tr>
<th>Name</th>
<th>Class</th>
<th>Assignment</th>
<th>Regular</th>
<th>Overtime</th>
<th>Per Diem (man days)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Hours</td>
<td>Rate*</td>
<td>Amount</td>
</tr>
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<td></td>
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</table>

**Subtotals**

- **Total Wages plus Benefits (Regular + O.T.)**
- **Total Hours This Period**
- **Average Rate/ Hour**

### Construction Engineering Expenditures

- **Project Wages + Benefits + Per Diem**
- **Project Vehicles/Engr. Transportation**
- **Project Misc./Meals and Lodging**
- **Project Subtotal (This Report)**
- **General Administration and Overhead**
- **as ___ of Project Subtotal**

- **Total C. E. (As sum of above, or ___)**
- **as cost based on ave. hourly rate**
- **Previous Total C. E.**
- **Total to Date**
- **C. E. Budget**
- **Percent of C. E. Budget Expended**

<table>
<thead>
<tr>
<th>Vehicle License</th>
<th>Rate</th>
<th>Miles this Period</th>
<th>Miles to Date</th>
<th>Amount this Period</th>
</tr>
</thead>
</table>

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**This report will be submitted whenever charges are made against a project.**

* Use buffered rate (or “loaded rate”) from Finance section.

** Optional method of estimating C.E. expenditures is to multiply total man-hours by the average hourly rate for this project, obtained from computer runs.

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**Narrative of DEPARTMENT’s Operations:**

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Copies to: Construction Engineer
Review Engineer
Materials Engineer
FAA (Federal Aid Airport Projects Only)  
Project Engineer  
Date

Project Construction Report, Page ____ of ____
Revised 4/97