

From: [Daly, Keith](#)
To: [document.control;](#)
cc: [Peppers, Nicki;](#)
Subject: FW: Contract 8078 - Work Order Closure Request
Date: Monday, August 15, 2011 3:02:15 PM
Attachments: [Work Order Closure Request.pdf](#)

Please file attached document under Contract 8078 Work Order Closure Request.

Thanks,

Keith Daly
Budget Manager

Columbia River Crossing Project | <mailto:dalyk@columbiarivercrossing.org>
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From: Daly, Keith
Sent: Monday, August 15, 2011 3:01 PM
To: SWR FINANCIAL Services (swfinancialsrvs@wsdot.wa.gov); SWR Program Management ([wsdotalwpmop@wsdot.wa.gov](mailto:wsdotswpmop@wsdot.wa.gov))
Cc: Peppers, Nicki
Subject: Contract 8078 - Work Order Closure Request

Work Order No. 8078	Title Columbia River Bridge Temporary Pile Test Program	
Federal Aid No.(s) State Project	Responsible Org. 441101	Org. Manager Doug Ficco

Work Order Closure Check List (To be completed by Requestor)

Yes No Have all the necessary adjustments (Journal Vouchers) been made to the appropriate Group and Group Category?

Work By Contractor (Grp Cat 01)

- Yes No Has retainage been released?
- Yes No Are the expenditures for Prime Contractor in balance with the dollar amount as shown on the Headquarters Final Estimate Payment?
- Yes No Has amortization been balanced (Contracts with Subprogram M5)?

Payable Agreements (Grp Cat 02)

Payable Agreement	Task No.	Authorized \$	Expenditures	Close	
				Yes	No
NONE					
Totals					

Reimbursable Agreements

Reimbursable Agreement	Close		Reimbursable Agreement	Close	
	Yes	No		Yes	No
1 none			4		
2			5		
3			6		

Verification Check List (To be completed by PSS)

(Grp Cat 01) -Verify if work order has federal funds

Agreements Closed?

Yes	No

Send Notice to Audit Office

Agreements Scheduled for Final Billing

Requested By Keith Daly	Date 8/15/2011	<input checked="" type="checkbox"/> Balance and Close Work
Closed By	Date	

Comments