

**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION
TASK ORDER
for Regional _____ Contract
Construction Authorization Request**

UPC No.: _____ FHWA No.: _____ Task Order No.: _____

State Project No.: _____ Category: _____

Task Order Value: \$ _____

The Task Order is referenced to REGIONAL CONTRACT UPC No.: _____

CONTRACT ID No. : _____

FHWA. No.: _____ State Project No.: _____

TOTAL OF OTHER TASK ORDERS IN CURRENT TERM/ YEAR : \$ _____
(INCLUDING THIS TASK ORDER)

NOTE: If additional space is needed, use an additional sheet(s) and label as Supplemental Attachment #.

I. LOCATION AND DESCRIPTION OF PROPOSED WORK: _____

II. DAYS/DATE: _____

III. PERMITS/R/W CERTIFICATION

- ENVIROMENTAL PERMIT – (DATE) _____
- R/W CERTIFICATION – (DATE) _____

IV. FUNDING SOURCE/CHARGE

V. ATTACH ESTIMATE OF PROPOSED WORK:

VI. ATTACH PLAN DETAIL

VII. NOTICE TO PROCEED DATE FOR TASK ORDER _____

TASK COMPLETION DATE PER CONTRACT DOCUMENTS _____

LIQUIDATED DAMAGES TO BE ASSESSED (per day) _____

ATTACH C-5 – Task Order - FOR BEGINNING & ENDING OF TASK ORDER

This work will be performed at the unit prices set forth in the Regional Contract and that such work shall be performed in accordance with the contract provisions and specifications in the Regional Contract and the plans or schedule herein. The quantities set forth herein will be subject to adjustment.

This work is assigned to:

Contractor _____
(Firm's Name) (Signature Accepting work by Contractor)

APPROVED BY: VDOT PROJECT MANAGER

PRINTED NAME	SIGNATURE	TITLE	DATE
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COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION
**REPORTING STARTING AND
COMPLETION OF TASK ORDER**

County _____ Residency _____ Date _____
District _____ Contract Id. No. _____
State Proj. No. _____ Federal Project No. _____
TASK ORDER/UPC # _____
Contractor _____

	DATE STARTED	DATE COMPLETED
Contract Work	_____	_____
State Force Account	_____	_____
Utilities	_____	_____

All work on the Agreement Estimate dated _____ was completed _____
and this project is ready for final inspection by the Federal Highway Administration.

The above project was inspected on _____ by _____
(Name)
_____ and found to be clear of all encroachments except permissible utilities otherwise
(Title)
noted below.

All entrances have been inspected prior to final acceptance, as set forth in the Construction Manual, and found to be satisfactory excepts as noted below.

Unless otherwise noted below, the project termini were not altered during construction.

REMARKS OR EXPLANATIONS:

Right of way is complete – no outstanding condemnations or expenditures.

Remarks _____

Utilities are complete – no outstanding utility billings or expenditures.

Remarks _____

Area Construction Engineer

District Administrator

INSTRUCTIONS

This form is to be prepared immediately subsequent to the starting and completion of each TASK ORDER of work shown hereon.

The statement relative to clearance of encroachments is to be completed on the form reporting final completion

The Area Construction Engineer is to coordinate with Right of Way and Utilities to verify no outstanding condemnations, utility billings or expenditures.

The Area Construction Engineer is to sign for project documentation.

Each successive TASK ORDER is to include all information shown on previous forms and an explanation of the change. The form bearing notice of final completion (Project C-5) is to be signed by the District Administrator.