

FINAL BILLING CHECK LIST

Project No.: _____ Amt. of Final Billing: \$ _____
UPC: _____ Amt. of Progress Billings: \$ _____
Name of Utility Co.: _____ Total Relocation Cost: \$ _____
Amt. of Approved Estimate: \$ _____
Amt. of Underrun: \$ _____

Indicate yes, no, or n/a in space provided by each item:

- 1. Does invoice state that it is a Final Billing?
- 2. Has name and address of utility company been shown?
- 3. Has TIN or SS Number been shown?
- 4. Who authorized work and when? By: _____ Date: _____
- 5. Are starting and completion dates shown on invoice?
- 6. Does final billing agree with the approved prorate?
- 7. Are previous progress billing numbers and amounts shown?
- 8. Has FD-AP-01 been signed?
- 9. Has permit application been received? Permit number assigned
- 10. Has location of records and name of utility company official been shown on invoice?
- 11. Is FD-AP-01 coded correctly?
- 12. Does bill differ from estimate by more than 10% and the difference is more than \$2,000.00. (Check individual category)?
- 13. Is overrun/underrun letter included?
- 14. If so, is explanation reasonable? _____
- 15. Is copy of Detail of Materials included? (Both installed and removed)
- 16. Does final bill material quantities agree with approved quantities?
- 17. Has certification been included?
- 18. Has summary of Inspector's records, as-built plans, or statement from Residency been included?
- 19. Is sufficient betterment credit allowed?
- 20. Has betterment credit been recalculated to reflect actual quantities and costs?
- 21. Is sufficient salvage credit allowed?
- 22. Are there any other materials with salvage value which have to be sold and the proceeds credited to the project?
- 23. Is "MAP 21 Buy America" Certification included?
- 24. Comments _____

By: _____
Title: _____

Date: _____