Attachment 8.3 - Contract Control Forms

This Annex contains the following Forms:

- (i) CC1A,
- CCII, (ii)
- (iii) CCII Appendix 1,
- (iv) CCII Appendix 2,
- CCIII, (v)
- CCIII Appendix 1, and (vi)
- CCIII Appendix 2. (vii)

TRANSPORT SCOTLAND

TRUNK ROAD DIRECTORATE

CC1A **OPERATING COMPANY:**

Monthly Statement Number							
Contractor	Scheme Identifier						
Contractor code	*(s)	ee note below)					
Scheme Title:	SEAS code						
Scheme Commencement Date:	Scheme Completion Dat	te:					
Tender Total £							
Contractor's statement submitted on	Due Payment Date						
Cumulative Total of payments to Contractor (excluding VAT	T) <u>£</u>						
Less amount previously certified (excluding VAT)	£						
Amount this certificate (excluding VAT)	£						
Certificate							
We, the Operating Company appointed by the Scottish Ministers hereby certify that the sum of £(in words) is due to this Works Contractor in accordance with the terms of this Contract.							
Signed: Date:							
	Capitals)						
For the Operating Company							
VAT Guidance							
Amount of Works that are zero rated =	£	(1)					
Amount of Works liable to VAT at 20% =	£	(2)					
Total VAT =	£	(3)					
Total to be paid (1)+(2)+(3)=	£	□					
For Transp	port Spotland Use Onl	-					
NMD: Payment Recommended	port Scotland Use Onl	у					
		y 					

^{*}Where this Contract contains more than one Scheme ID number the following page shall be completed.

OPERATING COMPANY CC1A

Monthly Sta	tem	ent Numb	er							
Breakdown	of	Scheme	where	this	Contract	contains	more	than	one	Scheme
Identificatio	n nu	ımber								

Scheme Identification Number	Amount of Works 0% VAT £	Amount of Works 20% VAT £	Total Works Value £
	(1)	(2)	(1) + (2)

TOTALS = £ £	
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TRANSPORT SCOTLAND TRUNK ROAD DIRECTORATE FINANCIAL STATEMENT

CC II No.....

	as at20 (a)			SCHEME TITL	_E				
OPERATING (TENDER 7	TOTAL £_		SCHEME
		RKS CONTRACTOR:							
					CC	ONTRACT C	OMPLET	ION DATE: _	
					ES	TIMATED C	OMPLET	ION DATE: _	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
				Progres	s to Date		E	stimated	
Bill No	Details of Works Section Heads from Bill of Quantities or Milestone Schedule	Estimated Cost as in Bill of Quantities etc. (including allowance for Balancing Item)	Value of Work Excluding Nominated Sub-Contract	Value of Work (Nominated Sub-Contract)	Percentage Col (4+5) x100 Col (8)	Further liability	Final Cost	Savings (b)	Excess (b)
		£	£	£	£	£	£	£	£
(see App 1) a appropriate. Adjustments (+ or	t against Variation Orders for work not included in Contract and charged to the SE Contingency Provision of: £ (Insert Estimated in (3) and fill in Cols (4) to (10) as or -) due to Price Fluctuation Clause a Requests allowed (See App2)								
		SUB TOTAL DEDUCT CREDITS TOTAL							
Value of Material SUB TOTAL DEDUCT: Value	on Site (97%) (c) Vested but not on site (97%) (c) of retention money withheld of Payments to Works contractor (Total of	TOTAL			Estimated Net Saving CERTIFICATE I certify that the exper (i) Payment to this Co contract and (ii) is for work that has Scottish Executive	nditure incurred intractor in acco	rdance with the		
NOTES	ted each month for Schemes costing more than £500,000		(b) Enter total saving excess in each section		(c) Only to be included Date: (Signed) Operating Co		ppendix to Fo	rm to Tender	

	CC II No	_ Appendix 1
A. SUMMARY OF CHANGE ORDERS ISSUED AND		
B. RETURN OF OTHER CHANGES (MEASUREMENTS) IN EXCESS OF - $rac{1}{2}$ BY CC II NO	2,000 DURING PER	IOD COVERED
SCHEME TITLE:		
SCHEME NO:		

		1	ı	
VO No (1)	Description of changes with quantities and rates where appropriate (2)	Estimated Cost (3)	Source of Funds (4)	Authority (5)
1.	CHANGES FOR WORK NOT INCLUDED IN CONTRACT			
	Total increase from previous return			
	TOTAL INCREASE TO DATE (enter against work carried out against variation orders on CC II)			
2.	INCREASE IN WORK INCLUDED IN CONTRACT			
	Total increase from previous return			
	TOTAL INCREASE TO DATE (enter against section heads of bill of quantities / milestone schedules and the like on CC II)			
3.	DECREASES IN WORK INCLUDED IN CONTRACT			
	TOTAL DECREASE FROM PREVIOUS RETURN			
	TOTAL DECREASE TO DATE (entered against section heads of bill of quantities / milestone schedules and the like on CC II)			

Signed: Operating Company Date:

STATEMENT OF POSITION REGARDING WORKS CONTRACTOR'S REQUEST FOR ADDITIONAL PAYMENT OR EXTENSION OF TIME

SCHEME T	ITLE:					
SCHEME ID	DENTIFICATION NUMBER:					
Request No	Description and Works Contractor's views (2)	Contract Clause (3)	Amount £ or days (4)	Contract Administrator's observations and decision (5)	Amount Allowed £ or days (6)	Remarks (7)
	,			Total of financial requests allowed to Column 3 of Form CCII £	,	
				Signed		
					Operating Compa	ny
INSTRUCTI	ONS FOR COMPLETING FORM: see reverse)		Date		

INSTRUCTIONS FOR THE CONTRACT ADMINISTRATOR(S) COMPLETING FORM CC II Appendix 2

- (1) Requests for additional payment or time shall be entered under two headings:
 - (a) requests notified by the Works Contractor and pending, and
 - (b) requests certified by the Contract Administrator for payment, or extensions of time notified by the Contract Administrator.
- Under each heading give a summary of the current position of requests previously notified, giving details of individual requests only where some development has occurred since the previous report (e.g. Works Contractor supplies valuation and Contract Administrator certifies for payment).
- (3) Detail requests notified in period covered by return. If the Works Contractor has not valued financial request then the Contract Administrator shall provide an order of magnitude assessment in column (4) marked "E/A" (estimated amount).

CC III SCHEME TITLE: _____ SCHEME IDENTIFICATION NUMBER: _____ **ENGINEERING STATEMENT** (To be submitted Quarterly for Works Contract) No. _____ 1. Operating Company _____ 2. Name of Works Contractor _____ Date work Commenced_____ 3. Period of Contract _____ Months Completion Date_____ Contract time elapsed _____ Months 4. 5. Labour Force (on Site) at date of statement 6. Weather Conditions since last Report 7. **Overall Progress** Signed _____Operating Company Quarter ended _____

Dated _____

CC III	No.	Apper	ndix	1
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PROGRESS DETAILS

ROAD AND GENERAL WORKS

Description (As in main headings of sections	%Completed %Completed during to date quarter		Remarks indicating if quantities or costs are		
of bill of quantities or milestone schedule)	Insert % of v	vork (not cost)	likely to be exceeded by more than 10 per cent		
concado	Current of	ed on estimate final or milestone)			
General Preliminaries					
Site Clearance					
Fencing					
Road Restraint Systems					
Drainage					
Earthworks					
Sub-Base and Road Base					
Flexible surfacing					
Footpaths, Paving and Kerbing					
Accommodation Works					
Other headings as relevant					

Note: the headings given above are examples and therefore indicative only

CC III No Appendix 3	CC	III N	ο.	Appe	ndix	2
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PROGRESS DETAILS

BRIDGE WORKS

Bridge	Name and Description	Stage Reached (Insert % of work (not cost) in appropriate column)					
No.	of Bridge	Excavation	Foundations	Super Structure	Decking	Complete	