

**SAMPLE REPORT OF EXPENDITURES FOR FORCE ACCOUNT PROJECTS**

Mr. Joe Smoe  
District Director of Transportation  
Caltrans  
P. O. Box 23660  
Upickit, CA 99999

Federal Project No.: ER-1600 (040)

Attention: Mr. Roland N. DaWins, District Local Assistance Engineer

Dear Mr. Smoe:

Submitted for your consideration is:

**REPORT OF COMPLETION  
AND  
REPORT OF EXPENDITURES  
FOR LOCAL AGENCY FORCE ACCOUNT WORK  
CITY OF  
UPICKIT**

Sincerely,

*Max Competition*

Local Agency Representative

Reviewed by,

*Roland N. DaWins*

District 13 Local Assistance Engineer

I. REPORT OF COMPLETION OF FORCE ACCOUNT WORK

A. Location and Description of Project

1. Work required per Traffic Management Plan approved by Damage Assessment Form (DAF) # KK569. On Green Bay Way from Bart Starr Avenue to Superbowl Road. Replace existing controllers at 15 intersections with solid State fixed time equipment capable of providing 4 signal timing plans and offsets. Adjust timing for Am inbound (NB) progression, PM outbound (SB) progression, special program for events at Candlestick Park and off-peak program

B. Chronological Statement

1. Date of approved Public Interest Finding (attached): 1/15/91
2. First date expenditure eligible for reimbursement: 12/23/91
3. Force account work began: 1/1/92
4. Force account work completed: 3/7/92

II. REPORT OF EXPENDITURES

- A. Liquidated Damages: None
- B. Pending Contractors Claims: None
- C. Contract Change Order Summary: None
- D. Final Inspection Form: Attached
- E. Final Detail Estimate: Attached
- F. Materials Certification: Attached
- G. Maps: Attached