



CHAPTER 12F

MATERIALS STORED OR ON-HAND

The Resident Engineer (RE) may authorize advance payment for Materials that are stored or on-hand if the total value of Materials exceeds \$1,000, or if the value of a single class of Material exceeds \$500, and if the other conditions of Section 00195.60 are satisfied. The RE must assure that the following requirements have been fulfilled before payment is initiated for the Material.

The requirements of Section 00195.60 include:

- The Contractor has made a written request for advance allowance for Material(s).
- The request must be received by the RE at least five (5) Calendar Days prior to the pay period cutoff date.
- The request is accompanied by written consent of the Contractor's surety. (Normally, the RE will only require the written consent of the Contractor's surety when the Contractor may be experiencing financial difficulties.)
- The Contractor must submit an invoice for purchased goods or a justification of its costs for Material produced specifically for the Project.

- The Material must be acceptably stored. Materials can only be stored outside the State of Oregon when it is allowed by the Special Provisions or authorized in writing by the Engineer.
- If the Material is not on property owned by the Agency, the Contractor must furnish the Agency with a permit of entry from the owner of the property, which will continue for at least six (6) months after the completion of the Project.

12F-1 Permit of Entry

The permit of entry must contain information similar to the following:

Permission is hereby granted to the State of Oregon to enter upon the property described herein that continues for a period of not less than six (6) months after the completion of (Project name) for the purpose of removing Materials for which advance Materials on-hand payment may be made to (Contractor's name). The property is owned by (Owner's name) and is described as follows: (Address and/or Description of Property).

(Include signature(s) and date(s) for owner and lessee or purchaser, and, if appropriate, attach a copy of a warehouse receipt or contract for storage.)

12F-2 Eligibility for Advanced Allowance

To be eligible for advance payment of Materials stored on-hand:

- The Material must meet the requirements of the contract and the required test results, certifications and other supporting quality documents are on file with the RE.
- The RE must not make Materials on-hand payment unless the Materials are in "close conformance" with Contract requirements or have been approved for use with an appropriate adjustment in price. (See Section 00150.25.)
- The Material is in a form ready for installation. FHWA has made an exception to partial payment of stockpiled steel plates and shapes received at the fabrication shop but not yet fabricated. The following is a link to an FHWA memo from David H. Densmore regarding this limited exception to these steel Materials not yet in their final form:

<https://www.fhwa.dot.gov/bridge/steelppt.cfm>

- The Material is clearly marked and identified as being specifically fabricated, produced, and reserved for use on the Project.

- If requested by the RE, the Contractor shall provide proof of payment if the Material is from another entity. Proof of payment must be provided within 30 days of the date of the progress estimate on which the payment is made for the Material on-hand. If the Contractor does not provide proof of payment when requested, the RE must rescind payment.

The RE must inspect the Material, if needed, to assure proper quality and identification of the Material. The RE must also measure the Material, as appropriate, to verify the quantity of Material on-hand.

The RE should verify the estimated quantity needed to perform the Project Work. The RE must not pay for any quantity of Material on-hand greater than the amount needed to complete the remaining Project Work.

The allowance to be paid for Material on-hand must not exceed the net cost to the Contractor for the Material. The allowance may be based on invoices from the Supplier, or for Material produced on the Project, upon cost calculations verified by the RE.

The RE must retain enough of the bid item price, beyond the payment for Material on-hand, to cover the remaining costs of incorporating the Material into the Project. This can be troublesome if the Material has escalated in price or the bid price does not reflect the true cost of the Work. In all cases, the RE must prorate the Materials on-hand payment to retain enough money for the installation.

Pay Note
(Project Work Record)

Project Information

US20: Geary St. To Waverly Dr. Albany (Sec.)		CON04468	011	04	01	15323
Project Name		EA	Subjob	Estimate	Pay Note	Contract
TRAFFIC SIGNAL INSTALLATION, WAVERLY ST.		7066	Steven Schultz		Chris Weigle 43924	
Item Description		Bid/Pay Item	Resident Engineer		Prepared by	

Method of Quality Assurance

Quality Documentation*		F - Field Inspection Report (FIR)					QPL	
<input type="checkbox"/> E	<input type="checkbox"/> O	New*	Previous	Estimate	Pay Note	Link (opt.)	<input checked="" type="checkbox"/> No QPL	
<input type="checkbox"/> L (Report #) _____	<input type="checkbox"/> BG	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/> QPL - Approved	
<input type="checkbox"/> I (Report #) _____	<input type="checkbox"/> R	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/> QPL - Qualified	
<input type="checkbox"/> W	<input type="checkbox"/> P/R	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	QPL # _____	
<input type="checkbox"/> P	<input type="checkbox"/> Q	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	QPL # _____	
<input type="checkbox"/> M	<input type="checkbox"/> T	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	QPL # _____	
<input type="checkbox"/> Small Quantity	<input type="checkbox"/> Field Tested Material	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	QPL # _____	
*Click on letters for definitions.		*Enter on New Field Inspection Information page below.					Future QPL # _____	

Quantity Data

Previous Quantity	0.000	LS	<input type="checkbox"/> Remeasurement	20220720
		Unit		Installation Date
Quantity This Note	100.000	(+ or -)	<input type="checkbox"/> Measured in Place Method	
				Item Completion Date
Total Quantity to Date	100.000		<input type="checkbox"/> Partial Payment	
Calculations and/or Remarks			<input checked="" type="checkbox"/> Material on Hand (see Material on Hand page below)	

[illegible]☒ No Quality Documentation Required ☐ Photos Attached ☐ Illustration Attached

Reviewed by

_____ Len Saltekoff _____ 07/27/2022
 Quality Checked by Date Quantity Checked by Date

Pay Note (Installation Record)
(Project Work Record)

US20: Geary St. To Waverly Dr. Albany (Sec.)

7066

04

01

15323

Project Name

[illegible]

Estimate

Pay Note

Contract

Materials Installed on this Project

[illegible]



Pay Note (Materials on Hand)
(Project Work Record)

US20: Geary St. To Waverly Dr. Albany (Sec.) 7066 04 01 15323
Project Name Bid/Pay Item Estimate Pay Note Contract

Material Request Information

Crescent Electric ☒ Request Letter from Prime Contractor ☒ Itemized Invoice
Supplier
Fouch BMCL Signal Cabinet BI0660 S509739201.003
Type(s) of Material MOH Pay Item Invoice #
Quantity Requested 1.00 LS \$14,750.00 \$14,750.00 Shipping included? ☐ Yes ☒ No
Unit Price Amount
Material on Project ☐ Yes ☒ No (if no, list material location) 34531 Hwy58 97405-9665 Permit of Entry ☒ Yes ☐ No

Inspection Information

Quantity Inspected 1.00 Lantz Electric, 34531 Hwy58, Eugene OR 97405-9665
Location Inspected
☒ Acceptably stored and marked for the project 00195.60a2 Willie Sutton 49711 20220726
Inspector Name Cert. # Date Inspected

Inspector Notes

Material Request Information

KAR-GOR, INC. dba CT NORTHWEST ☒ Request Letter from Prime Contractor ☒ Itemized Invoice
Supplier
Detection Eq, Cables and Power supply BI0660 KI042208
Type(s) of Material MOH Pay Item Invoice #
Quantity Requested 1.00 LS \$20,256.44 \$20,256.44 Shipping included? ☐ Yes ☒ No
Unit Price Amount
Material on Project ☐ Yes ☒ No (if no, list material location) 34531 Hwy58 97405-9665 Permit of Entry ☒ Yes ☐ No

Inspection Information

Quantity Inspected 1.00 Lantz Electric, 34531 Hwy58, Eugene OR 97405-9665
Location Inspected
☒ Acceptably stored and marked for the project 00195.60a2 Willie Sutton 49711 20220726
Inspector Name Cert. # Date Inspected

Inspector Notes

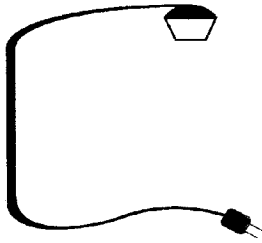
Material Request Information

☐ Request Letter from Prime Contractor ☐ Itemized Invoice
Supplier
Type(s) of Material MOH Pay Item Invoice #
Quantity Requested \$0.00 Shipping included? ☐ Yes ☐ No
Unit Price Amount
Material on Project ☐ Yes ☐ No (if no, list material location) Permit of Entry ☐ Yes ☐ No

Inspection Information

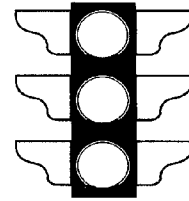
Quantity Inspected Location Inspected
☐ Acceptably stored and marked for the project 00195.60a2
Inspector Name Cert. # Date Inspected

Inspector Notes



Lantz Electric Inc
Electrical Contractors

34531 Highway 58 • Eugene, OR 97405
541-726-0659 Fax 541-741-3447
CCB# 204082



July 20, 2022

ODOT
3930 Fairview Industrial Drive SE
Salem, OR 97302

RE: US20: Geary St to Waverly DR (Albany)
Material on Hand Request

We are requesting advance allowance for materials on hand in the amount of \$35,006.44. The material is being stored at our shop at 34531 Highway 58, Eugene, OR 97405. ODOT has permission to enter and remove materials for six months after completion of project.

Thank you,

Tiffany Lantz-Halbrook
Office Manager

Vendor	Invoice Number	Invoice Amount	Description
Crescent Electric	S509739201.003	\$ 14,750.00	Service Cabinet
KarGor	KI042208	\$ 20,256.44	FLIR Cameras
		\$ 35,006.44	

**KAR-GOR, INC. dba
CT NORTHWEST**

503-315-9913 FAX
PO BOX 5948
SALEM, OREGON 97304

Invoice

DATE	INVOICE #
4/15/22	K1042208

BILL TO
LANTZ EL. LANTZ ELECTRIC, INC. 34531 HWY 58 EUGENE, OR 97405

SHIP TO
LANTZ ELECTRIC PO# 2460-01 34531 HWY 58 EUGENE, OR 97405

P.O. NO.	TERMS	DUE DATE	REP	SHIP VIA	FOB
2460-01	NET 30	5/15/22	CMF	UPS Ground	Origin
QTY	DESCRIPTION			UNIT PRICE	AMOUNT
1	VIDEO DETECTION SYSTEM - CAMERA AND DETECTION EQUIPMENT - ODOT SANTIAM HIGHWAY (US20) & WAVERLY DRIVE			20,256.44	20,256.44
1	6803D K-1000 - 1000' ROLL 18/3 STR UNSHLD VNTC 600V BLUE/WHITE AND GREEN CC				
4	7250-2690 - TRAFISENSE 2 690 W/SUNSHIELD SN(s): 476103; 476104; 471417; 471418;				
1	7250-186 - TI BPL2 EDGE WITH BIU & SIU INTERFACE 10-7018 SN(s): 446926;				
1	2340-117 - SDLC CABLE				
1	2285-411 - 48VDC POWER SUPPLY ASSY				
1	2285-194 - PHOENIX TERMINAL BLOCK ASSY 4 - POSITION SDLC PANEL WITH 4 PLUG AND 0 CABLES - SDLC PANEL WITH 4 - PLUG AND 0 CABLES - SHIPPED SEPARATELY				
1	SIRE SETUP				
	UPS TRACKING #1Z3459540363209960 1Z3459540363697773 1Z3459540363913181 1Z3459540362152193				
Terms are Net 30 Days. An interest charge of 1.5% may be assessed on accounts unpaid after 30 days.				Total	\$20,256.44

MAKE ALL CHECKS PAYABLE TO:
KAR-GOR, INC. dba CT Northwest
P.O. BOX 5948
SALEM, OREGON 97304



PO BOX 500
EAST DUBUQUE, IL 61025-4418

FOR BILLING QUESTIONS, PLEASE CALL: 503-222-4000

INVOICE

INVOICE DATE	CUSTOMER NO.	INVOICE NO.
05/02/22	443290	S509739201.003
BRANCH		BRANCH NO.
CRESCENT PORTLAND, OR		B148
JOB NAME		PAGE NO.
US20 GEARY TO WAVERLY		1 of 1

SOLD TO: 61147

LANTZ ELECTRIC INC
34531 HIGHWAY 58
EUGENE, OR 97405-9665

SHIP TO: 443290

LANELE- US20 GEARY TO WAVERLY
US20 WAVERLY
ALBANY, OR 97321

ORDERED BY		CUST PO	ORDER DATE	REFERENCE	
		2460-03	11/10/21		
ORDER WRITER		SHIP VIA	SHIP DATE	ACCOUNT MANAGER	
TERESA A KNOPS		BEST WAY	05/02/22	KELLY G SMITH	
ORDER QTY	SHIP QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1 ea	1 ea	FOUCH BMCL		\$14,750.0000/ea	\$14,750.00
INVOICE DUE		MERCHANDISE TOTAL	TOTAL S&H	TOTAL TAX	TOTAL AMOUNT
06/30/22		\$14,750.00	\$0.00	\$0.00	\$14,750.00



PLEASE DETACH AND RETURN WITH PAYMENT EXCEPT WHEN PAYING BY STATEMENT.
A SERVICE CHARGE WILL BE ASSESSED ON AMOUNTS OVER 30 DAYS PAST DUE.



SOLD TO:

LANTZ ELECTRIC INC
34531 HIGHWAY 58
EUGENE, OR 97405-9665

PLEASE REMIT PAYMENT TO:
CRESCENT ELECTRIC SUPPLY CO
PO BOX 500
EAST DUBUQUE, IL 61025-4418

INVOICE NUMBER	S509739201.003
CUSTOMER NUMBER	443290
INVOICE DATE	05/02/22
DUE DATE	06/30/22
SUBTOTAL	\$14,750.00
SHIPPING & HANDLING	\$0.00
TAX	\$0.00
INVOICE TOTAL	\$14,750.00

CHECK # _____ \$ _____

Standard Terms and Conditions apply to sale. Terms and Conditions may be viewed at <http://www.cesco.com/tc>

Unless specifically provided in the Contract, payment for Materials on-hand is not included when determining the percentage of Work items completed when computing payment for "Mobilization." (See Section 00210.)

Enter, or make changes in, payment for Materials on-hand in the 7000 series of the Contract Payment System, including a reference to the Pay Item. [Refer to Chapter 25 - Payments to Contractors/Retainage and the Contract Payment System User Guide.]

12F-3 Reclaimed Asphalt Concrete Pavement (RAP)

On eligible projects, the RE may authorize advance payment for Reclaimed Asphalt Concrete Pavement (RAP). To be eligible for advance payment of RAP Materials stored or on-hand, the requirements of Section 00195.60 will still apply, as described above.

For questions, contact the Pavements Unit.