



Iowa Department of Transportation

**WEEKLY REPORT OF WORKING DAYS
For Incentive/Disincentive Clause**

IMPORTANT! Whenever the prime or a subcontractor starts or completes work, it shall be so stated on the corresponding daily line below. This also applies when work is resumed after a winter shutdown.

Contract Starting Date _____
 Specified Approximate Late

Report No. _____
 Week Ending Sat. _____
 County _____
 Length of project _____ km (miles)
 Project No. _____
 Type of Work (If Bridge Give Design No.) _____
 Contract ID No. _____

Contractor _____

Phase of Work Reported _____
Project Completion, Items Completion, Opening road to traffic, etc.

Days of Week	Date	Controlling Operation		Explanation of Delays	Contractor Working Yes or No	Working Days Charged	Critical Closure Days Charged		
		CPM	Actual						
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Percent of Contract Completed _____				TOTALS FOR THE WEEK					
Percent of Time Used _____				Total Working /Critical Closure Days Used Last Report					
Remarks:				Total Working Days Used To Date					
				Number of Working Days Specified					
				Type of Work				km (miles) or Quantity Complete To Date	Present Complete To Date

Inspector _____ DATE _____

cc. Contractor; Office of Construction; District Construction Engineer; Project Engineer