



# Table of Deliverables

## 2022 PEPS Conference

### Panel Discussion

November 30, 2022

*When do you want to use Table of Deliverables versus Lump Sum?*

*What type projects are good candidates to use a Table of Deliverables?*

*What considerations are needed when setting up the Table of Deliverables? Pertaining to function codes, scope, fee, schedule alignment, and level of details?*

*What are some of the Pros and  
Cons of Table of Deliverables?*

*What is the frequency of payments,  
with Table of Deliverables? What  
type of submittals? Interim? Draft?  
Final submittal?*

# Example of Billing Table of Deliverables



- Allowed -Billing Entire Deliverable Block :

FC 102(110)	<i>Progress Submittal; Flight LiDAR, Aerials, Field Notes, Final DSR</i>	Base file of Existing Features, Design Summary Report, Design Concept Conference (DCC) Minutes, Preliminary Cost Estimate, Construction Cost Analysis and Recommendation.	30.00%	\$2,465.89
FC 120(110)		EPIC Sheet, Environmental Exhibits	0.00%	\$0.00
FC 145(145)		Project Management, Schedule, Invoice, Progress Report, Meeting Minutes	10.00%	\$2,446.09
FC 160(150)		Right of Entry, Design Survey, Supplemental Survey Files	50.00%	\$37,425.75
FC 160(160)		Roadway Design and Sheets	10.00%	\$17,466.77
FC 160(161)		Drainage Design and Sheets, Hydraulic Data Sheets, Culvert Layouts	10.00%	\$2,554.02
FC 160(162)		Signing / Pavement Markings (shown on Roadway Sheets)	10.00%	\$1,519.46
FC 160(163)		PS&E Plan Submittals, TCAT Workshop Minutes, Form 2229 & 1002, Spec List, General Notes, Construction Estimate, Comment Resolution Tracking.	10.00%	\$4,801.27
			<b>Sub-Total</b>	<b>\$68,679.26</b>

- Allowed- Billing for 2 of 3 Deliverables within the interim block, if billing 100% of entire line item:

FC 102(110)	<i>Progress Submittal, Survey Control, DCC</i>	Base file of Existing Features, Design Summary Report, Design Concept Conference (DCC) Minutes, Preliminary Cost Estimate, Construction Cost Analysis and Recommendation.	30.00%	\$2,465.89
FC 120(110)		EPIC Sheet, Environmental Exhibits	0.00%	\$0.00
FC 145(145)		Project Management, Schedule, Invoice, Progress Report, Meeting Minutes	10.00%	\$2,446.09
FC 160(150)		Right of Entry, Design Survey, Supplemental Survey Files	30.00%	\$22,455.45
FC 160(160)		Roadway Design and Sheets	0.00%	\$0.00
FC 160(161)		Drainage Design and Sheets, Hydraulic Data Sheets, Culvert Layouts	0.00%	\$0.00
FC 160(162)		Signing / Pavement Markings (shown on Roadway Sheets)	0.00%	\$0.00
FC 160(163)		PS&E Plan Submittals, TCAT Workshop Minutes, Form 2229 & 1002, Spec List, General Notes, Construction Estimate, Comment Resolution Tracking.	0.00%	\$0.00
			<b>Sub-Total</b>	<b>\$27,367.43</b>

*What considerations are done for  
the sub-provider?*



*What is done to QA/QC the Table of Deliverables and are there any tools to help with this?*

*What is being checked by the  
Invoice Center? / TxDOT PM? /  
Consultant PM?*

*How do you update an existing  
contract Table of Deliverables with a  
Supplemental Agreement in the  
middle of a project?*



- <https://www.txdot.gov/business/peps/manage-active-contracts/invoicing.html>

The screenshot shows the Texas Department of Transportation website. The page title is "Invoicing". Below the title, there is a paragraph stating: "The invoice template published on the website will be the most current template. Always use the current template. Do not submit the invoice more than once as this will cause a delay in processing. Submit all invoice questions to: [PEPS\\_Invoice\\_Center@txdot.gov](mailto:PEPS_Invoice_Center@txdot.gov)".

The main section is titled "Invoice template packages and resources" and contains the following list:

- **Cost plus fixed fee (CPFF)**
  - [Cost plus fixed fee \(CPFF\) invoice template and instruction package](#) - October 2022-Ver 12
  - [Cost Plus Fixed Fee Master Template Setup Video - July 2022 - Ver 1](#)
  - [Cost Plus Fixed Fee How to Complete a Monthly Invoice Video - July 2022 - Ver 1](#)
- **Specified rate and unit cost (SR and UC)**
  - [SR and UC invoice template and instruction package](#) - October 2022-Ver 11
  - [SR and UC master template setup video](#) - May 2022-Ver 2
  - [SR and UC how to complete a monthly invoice video](#) - May 2022-Ver 2
- **Lump sum (LS)**
  - [Lump sum \(LS\) invoice template and instruction package](#) - October 2022-Ver 8
  - [Lump sum master template setup video](#) - May 2022-Ver 2
  - [Lump sum how to complete a monthly invoice video](#) - May 2022-Ver 2

At the bottom left of the screenshot, there is a "Resources" section with the following list:

- [Invoicing process quick reference for consultants - New](#)
- [PEPS Function code mapping](#)
- [Utility Engineering Investigation FC change FAQ](#)
- [Guidance on other direct expenses](#)

On the right side of the screenshot, there is a callout box titled "Resources" with a green header. It contains the following list:

- [Invoicing process quick reference for consultants - New](#)
- [PEPS Function code mapping](#)
- [Utility Engineering Investigation FC change FAQ](#)
- [Guidance on other direct expenses](#)

# Example of Table of Deliverables (8.5" x 11" Handout)



TABLE OF DELIVERABLES for Lump Sum Payment Method														
Summary of Activities and Deliverable Items		Summary of Lump Sum Payments - WA2	Summary of Lump Sum Payments - SWA1	Summary of Lump Sum Payments - Total										
FC 102(110)		\$121,542.11	\$0.00	\$121,542.11										
FC 120(120)		\$51,625.60	\$0.00	\$51,625.60										
FC 160(160)		\$164,423.97	\$155,509.02	\$319,932.99										
FC 160(161)		\$67,243.16	\$40,719.24	\$107,962.40										
FC 160(162)		\$69,642.92	\$45,915.53	\$115,558.45										
FC 160(163)		\$138,614.99	\$114,662.24	\$253,277.23										
FC 145(145,164)		\$15,624.31	\$37,178.62	\$52,802.93										
FC 160(165)		\$0.00	\$36,701.33	\$36,701.33										
FC 160(170)		\$329,331.31	\$385,756.50	\$715,087.81										
		<b>\$958,048.37</b>	<b>\$816,442.48</b>	<b>\$1,774,490.85</b>										
TxDOT Instructions (Do Not Delete)					Provider Instructions (Do Not Delete)									
<p>Payments will be made according to the following Table of Deliverables.</p> <p>Partial payments on Lump Sum are not allowed (i.e. partial payment on each line item is not allowed).</p> <p>Provider must complete the <u>deliverable</u> associated with the line item. (The percentage of work is only an indicator of the progress of work associated with the deliverable.)</p>					<p>Lump Sum payments are paid based upon receipt of the deliverables as indicated in this document.</p> <p>The deliverable for each line item shown must be completed before the lump sum amount can be paid.</p> <p>This method will require tracking of paid line items based upon the TOD shown.</p>					<p>The provider shall include this document as an attachment to each Invoice Package for:</p> <p style="text-align: center;">Invoice Detail for Lump Sum Payments</p> <p>The provider shall complete applicable detail information shown below. All deliverables completed and billed (by line item), according to the TOD should be shown.</p> <p>Highlight the current payable line items that correspond to the invoice package submitted.</p>				
Function Codes	Deliverable Submittal	Summary of Activities and Deliverable Items	Percentage of Work by Function Code	Lump Sum Amount Payable for listed Deliverables	Cumulative Total By Function Code	Cumulative Percentage of Work by Function	Date Deliverables Approved by TxDOT	Provider Invoice Number	Provider Invoice Date (date submitted for payment)	Total Amount Billed (per line item)				
FC 102(110)	30% Submittal	Feasibility Studies	50.00%	\$60,771.05	\$60,771.05	50.00%				\$0.00				
FC 120(120)		Socil, Economic, Environmental Strudies, Public Ebvlovement	50.00%	\$25,812.80	\$25,812.80	50.00%				\$0.00				
FC 160(160)		Geometric Design, Roadway Design, Typical Sections, Interchange, Cross Street, Cut and Fill Quantities, Plan Preparation, Wetlands Information, Pedestrian and Bicycle Facilities	15.42%	\$49,327.19	\$49,327.19	15.42%				\$0.00				
FC 160(161)		Drainage	18.69%	\$20,172.95	\$20,172.95	18.69%				\$0.00				
FC 160(162)		Signing, Pavement Markings, Traffic Warrant Studies, Traffic Signals (Permanent)	18.08%	\$20,892.88	\$20,892.88	18.08%				\$0.00				
FC 160(163)		Retaining Walls, Traffic Control Plans, Detours, Sequence of Construction, SW3P, Quantities	16.42%	\$41,584.50	\$41,584.50	16.42%				\$0.00				
FC 145(145,164)		Monthly Progress Reports, Project Tracking, Coordinate Work with team members	8.88%	\$4,687.29	\$4,687.29	8.88%				\$0.00				
FC 160(165)		Traffic Management	0.00%	\$0.00	\$0.00	0.00%				\$0.00				
FC 160(170)		Bridge Layout, Bridge Detail Summary & Structural Details, Bridge Layout District Review	13.82%	\$98,799.39	\$98,799.39	13.82%				\$0.00				

A person wearing a dark blue suit jacket and a white shirt is holding a white rectangular sign with both hands. The sign has the word "QUESTIONS?" written in a large, bold, dark blue sans-serif font. The person's hands are positioned at the bottom corners of the sign, and their fingers are slightly curled. The background is a plain, light gray color.

**QUESTIONS?**

# Contact Information

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