

SECTION E: PROGRESS REPORT (Example Report)

Date:

Time Period of Progress Report:

Progress Report Written By:

Project Name: PE/NEPA Analysis, RFP No.

Percentage of Work Completed to Date:

Number of Employees on Site During Report Period:

Number of Subcontractor's Employees on Site During Report Period:

WORK ACCOMPLISHED DURING REPORT PERIOD:

SCOPE OF WORK DEVIATIONS, INCLUDING DATE OF WRITTEN AUTHORIZATION:

PROBLEMS ENCOUNTERED AND RESOLUTIONS:

ACTIVITIES PLANNED FOR THE NEXT REPORT PERIOD:

Date Report Received:

Received By: