

PROPOSAL NOTE 102

BAR CHART SCHEDULE (1/2/2002)

I. General.

The progress schedule required for this project is the simple bar chart type as described in Section II of this note. Prepare and submit a progress schedule to the DCE for review at or before the pre-construction conference. The Engineer will review the schedule and within 14 calendar days of receipt, will either accept the schedule or provide the Contractor with comments. Acceptance of the schedule does not revise the Contract Documents. Provide clarification or any needed additional information within 10 days of a written request by the Engineer. The Department will withhold Estimates until the Engineer accepts the schedule. The Engineer will not measure or pay for the preparation of the schedule and schedule updates directly, but the cost of preparing and updating the schedule is incidental to all Contract Items. The requirements of this note are in addition to progress schedule requirements in 108.02 of the Construction & Material Specifications.

II. Schedule Requirements.

Include the following Administrative Identifier Information:

1. Project Number
2. County
3. Route Number
4. FHWA Number
5. PID Number
6. Contract Number
7. Date of Contract
8. Completion Date
9. Contractor's Name
10. Contractor's Dated Signature
11. ODOT's Dated Acceptance Signature

Provide a working day schedule that shows the various activities of Work in sufficient detail to demonstrate a reasonable and workable plan to complete the Project by the Completion Date. Show the order and the sequence for accomplishing the Work. Describe all activities in sufficient detail so that the Engineer can readily identify the Work and measure the progress of each activity. The bar chart schedule must reflect the scope of work, required phasing, maintenance of traffic requirements, interim completion dates, the Completion Date, and other project milestones established in the Contract Documents. Include activities for submittals, working and shop drawing preparation, submittal review time for the Department, material procurement and fabrication, and the delivery of materials, plant, and equipment, and other similar activities. The schedule must be detailed on letter or legal sized paper.

Activity requirements are discussed in further detail as follows:

1. Activity Description

Assign each activity an unambiguous descriptive word or phase. For example, use “Excavate Area A,” not “Start Excavation.”

2. Activity Original Duration

Indicate a planned duration in calendar days for each activity. Do not exceed a duration of 20 working days for any activity unless approved by the Engineer. Do not represent the maintenance of traffic, erosion control, and other similar items as single activities extending to the Completion Date. Break these Contract Items into component activities in order to meet the duration requirements of this paragraph.

III. Updated Progress Schedule. Submit an updated progress schedule when ordered by the Engineer. The Engineer may request an updated progress schedule when progress on the work has fallen more than 14 calendar days behind the latest accepted progress schedule. Information in the updated schedule must include a “% work completed” value for each activity.

IV. Recovery Schedule. If the progress schedule projects a finish date for the Project more than 14 calendar days later than the Completion Date, submit a revised schedule showing a plan to finish by the Completion Date. The Department will withhold Estimates until the Engineer accepts the revised schedule. The Engineer will use the schedule to evaluate time extensions and associated costs requested by the Contractor.

Designer Notes:

The Bar Chart Schedule should be specified on those projects where it is desirable for ODOT to have a defined concept of the Contractor's logic in the performance of the work. The requirements for this type of schedule will be described in the Proposal Note.

The Bar Chart Schedule shall be specified when:

1. The duration of the project exceeds 90 days

AND

2. The dollar value of the project is \$500,000 or greater. Or, in the case of bridges, the project includes a span of 20 feet or longer.

(At the Contractor's option, projects not subject to the above requirements may use the current bar graph form).