

Construction Schedule Development

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Status: Revision 1

Supersedes: NA

Document Owner: Chief Engineer

1. Scope

This process applies to the incorporation of all WSDOT Contractor construction schedules into the PMRS project schedule. This process is a complement to the Construction Schedule Development Process Map.

2. Purpose

This document establishes a WSDOT standard methodology for the incorporation of contractor construction schedules into the PMRS project schedule.

3. Roles and Responsibilities

The identified roles are provided as a guide to assigning the tasks included in the PMRS processes. Each region has the flexibility to delegate the role of Project Manager (and other functions) to the appropriate functional level to meet project and project office needs and to accommodate current and planned organizational structures.

3.1 Project Engineer/Chief Inspector

- Responsible for ensuring that the Contractor submits the draft construction schedule and full contract schedule in the timeframe, format and with the content required by the contract specifications.
- Responsible for reviewing the Contractor's schedule relative to the contract specifications to ensure that all requirements are met and the schedule accurately and fairly represents the scope of the project and advises WSDOT Construction Management on schedule issues.

3.2 Construction Contractor

- Responsible for preparing and submitting to WSDOT in a timely manner, all schedule submittals, e.g. Sixty-day Preliminary Schedule, Weekly Look Ahead Schedule, Type _ Schedule, in accordance with the contract specifications. The Construction Contractor is also responsible for working with WSDOT staff to resolve schedule issues in a timely manner.

4. Process Steps

Guidance regarding construction schedule development, review and use under a construction contract is found in sections 1-2.5 Contract Time and 1-2.5A General as well as references to schedules elsewhere in the Construction Manual.

5. Term

This standard is effective immediately upon signature and continues in force until modified in writing by Chief Engineer.

6. Exemptions

Variance from this process requires approval of the Chief Engineer, or his/her designee.

7. References

- 7.1 Executive Order Number: E 1032.01 – Project Management, July, 1, 2008
- 7.2 Executive Order Number: E 1042.00 – Project Management and Reporting System, July 1, 2008
- 7.3 Project Management Web Portal. Copies of all PMRS policies, processes, procedures and guidance documents are available here: <http://wwwi.wsdot.wa.gov/Projects/PMRS>
- 7.4 Construction Schedule Development Process Map
- 7.5 Construction Manual, M 41-01