

DISTRICT 2 CONSTRUCTION QC/QA PLAN QUALITY ASSESSMENT GUIDE

EFFECTIVE DATE: April 17, 1998
Revised as of 12/21/10

CONTRACT SCHEDULE (ADMINISTRATIVE)

Number 3	CRITERIA USED
1. Was a copy of the working Schedule submitted within the time frame established by contract specifications or Special Provisions?	Spec. 8-3.2
2. Is there documentation that the Project Engineer reviewed the Contractor's schedule with the District Scheduling Engineer and/or the Resident Engineer?	CPAM 2.1.5 DELETED
3. Does the schedule reflect the phases in the MOT plan?	CPAM 2.1.5 (A)(1)
4. Does the schedule reflect the utility work?	CPAM 2.1.5 (A)(6)
5. Did the Contractor provide a complete and concise description of his Construction Plan?	CPAM 2.1.5 (A)(9)
6. Is the schedule complete per contract documents and contains preparation review (Contractor's time) and approval time (Department time), and fabrication and delivery (manufacturer's/supplier's time) activities for each category of submittal required?	CPAM 2.1.5 (A)(10)
7. All activities include procurement time for material including shop drawing submittal and approval process?	CPAM 2.1.5 (A)(11)
8. For CPM required projects, does the Contractor's schedule show an early completion date?	CPAM 2.1.5 (A) DELETED
9. Are all schedule rejections and/or acceptances done in writing?	CPAM 2.1.5 (A)
10. If the contract time was significantly altered by time extension or supplemental agreement, was a revised Bar Chart or CPM Schedule requested?	CPAM 2.1.7(A)
11. If the contract specifies a CPM schedule, is an updated schedule provided on a monthly basis to coincide with the progress payment period?	CPAM 2.1.7(A)
12. Were the Schedule(s) and all correspondence scanned into CDMS?	CPAM 2.1.6 DELETED
13. Did the Project Administrator respond back to the Contractor within 15 calendar days after receipt of the schedule?	Spec 8-3.2