



District 3 Project Schedules

Schedule Submittal Requirements:

- Initial baseline schedules are due within 10 days of the Notice to Proceed
- Revised schedules are required if the project is ≥ 20 days late or has scope changes
- Schedule submittals must be in pdf, word or excel format
- Schedules should only have two open-ended activities (first and last)
- Schedules should contain the below information
 - FDOT project number and description
 - FDOT PSM activity ids and descriptions*
 - Data date and run date
 - Activity original duration
 - Activity start and finish dates
 - Activity percent complete
 - Activity predecessor and successor relationships*

Monthly Schedule Updates:

- Schedules must be updated monthly in ProjectSuite Enterprise Edition (PSEE)*

Resources:

*Information can be found at the FDOT Project Management Toolbox website
<http://www.fdot.gov/designsupport/Districts/D3/default.shtm>
