

**DEPARTMENT OF TRANSPORTATION**

DIVISION OF ENGINEERING SERVICES

OFFICE ENGINEER

1727 30<sup>th</sup> Street MS-43

P.O. BOX 168041

SACRAMENTO, CA 95816-8041

FAX (916) 227-6214

TTY 711

*Flex your power!  
Be energy efficient!*

May 2, 2012

05-SLO-46-40.7/46.3

05-330774

Project ID 0500020049

Addendum No. 2

Dear Contractor:

This addendum is being issued to the contract for CONSTRUCTION ON STATE HIGHWAY IN SAN LUIS OBISPO COUNTY NEAR PASO ROBLES FROM 0.1 MILE EAST OF ALMOND DRIVE TO 0.8 MILE EAST OF MCMILLAN CANYON ROAD.

Submit bids for this work with the understanding and full consideration of this addendum. The revisions declared in this addendum are an essential part of the contract.

Bids for this work will be opened on Tuesday, May 8, 2012.

This addendum is being issued to revise the Notice to Bidders and Special Provisions.

In the Special Provisions, Section 10-1.18, "PROGRESS SCHEDULE (CRITICAL PATH METHOD)," is revised as attached.

To Bid book holders:

Inquiries or questions in regard to this addendum must be communicated as a bidder inquiry and must be made as noted in the Notice to Bidders section of the Notice to Bidders and Special Provisions.

Indicate receipt of this addendum by filling in the number of this addendum in the space provided on the signature page of the Bid book.

Submit bids in the Bid book you now possess. Holders who have already mailed their book will be contacted to arrange for the return of their book.

Inform subcontractors and suppliers as necessary.

Addendum No. 2  
Page 2  
May 2, 2012

05-SLO-46-40.7/46.3  
05-330774  
Project ID 0500020049

This addendum and attachment are available for the Contractors' download on the Web site:

[http://www.dot.ca.gov/hq/esc/oe/project\\_ads\\_addenda/05/05-330774](http://www.dot.ca.gov/hq/esc/oe/project_ads_addenda/05/05-330774)

If you are not a Bid book holder, but request a book to bid on this project, you must comply with the requirements of this letter before submitting your bid.

Sincerely,



REBECCA D. HARNAGEL  
Chief, Office of Plans, Specifications & Estimates  
Office Engineer  
Division of Engineering Services

Attachment

## 10-1.18 PROGRESS SCHEDULE (CRITICAL PATH METHOD)

### SUMMARY

Comply with Section 8-1.04, "Progress Schedule," of the Standard Specifications except you must use computer software to prepare the schedule.

You are responsible for assuring that all activity sequences are logical and that each schedule shows a coordinated plan for complete performance of the work.

### DEFINITIONS

**contract completion date:** Current extended date for completion of the contract shown on the Weekly Statement of Working Days furnished by the Engineer as specified in Section 8-1.06, "Time of Completion," of the Standard Specifications.

**data date:** Day after the date through which a schedule is current. Everything occurring earlier than the data date is as-built and everything on or after the data date is planned.

**early completion time:** Difference in time between an early scheduled completion date and the contract completion date.

**float:** Difference between the earliest and latest allowable start or finish times for an activity.

**milestone:** Event activity that has zero duration and is typically used to represent the beginning or end of a certain stage of the project.

**narrative report:** Document submitted with each schedule that discusses topics related to project progress and scheduling.

**near critical path:** Chain of activities with total float exceeding that of the critical path but having no more than 10 working days of total float.

**State-owned float activity:** Activity documenting time saved on the critical path by actions of the State. It is the last activity prior to the scheduled completion date.

**time impact analysis:** Schedule and narrative report developed specifically to demonstrate what effect a proposed change or delay has on the current scheduled completion date.

**time-scaled network diagram:** Graphic depiction of a CPM schedule comprised of activity bars with relationships for each activity represented by arrows. The tail of each arrow connects to the activity bar for the predecessor and points to the successor.

**total float:** Amount of time that an activity or chain of activities can be delayed before extending the scheduled completion date.

### GENERAL REQUIREMENTS

Submit baseline, monthly updated, and final updated schedules, each consistent in all respects with the time and order of work requirements of the contract. Perform work in the sequence indicated on the current accepted schedule.

Each schedule must show:

1. Calculations using the critical path method to determine controlling activities.
2. Duration activities less than 20 working days.
3. At least 50 but not more than 500 activities, unless authorized. The number of activities must be sufficient to assure adequate planning of the project, to permit monitoring and evaluation of progress, and to do an analysis of time impacts.
4. Each required constraint. Constraints other than those required by the special provisions may be included only if authorized.
5. State-owned float as the predecessor activity to the scheduled completion date.
6. Activities with identification codes for responsibility, stage, work shifts, location, and contract pay item numbers.

You may show early completion time on any schedule provided that the requirements of the contract are met. Early completion time is considered a resource for your exclusive use. You may increase early completion time by improving production, reallocating resources to be more efficient, performing sequential activities concurrently, or by completing activities earlier than planned. You may also submit for approval a VECP as specified in Section 4-1.035B, "Value Engineering Change Proposal." of the Standard Specifications that will reduce time of construction.

You may show a scheduled completion date that is later than the contract completion date on an update schedule, after the baseline schedule is accepted. Provide an explanation for a late scheduled completion date in the narrative report that is included with the schedule.

State-owned float is considered a resource for the exclusive use of the State. The Engineer may accrue State-owned float by the early completion of review of any type of required submittal when it saves time on the critical path. Prepare a time impact analysis, when requested by the Engineer, to determine the effect of the action as specified in "Time Impact Analysis." The Engineer documents State-owned float by directing you to update the State-owned float activity on the next updated schedule. Include a log of the action on the State-owned float activity and include a discussion of the action in the narrative report. The Engineer may use State-owned float to mitigate past, present, or future State delays by offsetting potential time extensions for contract change orders.

The Engineer may adjust contract working days for ordered changes that affect the scheduled completion date as specified in Section 4-1.03, "Changes," of the Standard Specifications. Prepare a time impact analysis to determine the effect of the change as specified in "Time Impact Analysis" and include the impacts acceptable to the Engineer in the next updated schedule. Changes that do not affect the controlling operation on the critical path will not be considered as the basis for a time adjustment. Changes that do affect the controlling operation on the critical path will be considered by the Engineer in decreasing time or granting an extension of time for completion of the contract. Time extensions will only be granted if the total float is absorbed and the scheduled completion date is delayed 1 or more working days because of the ordered change.

The Engineer's review and acceptance of schedules does not waive any contract requirements and does not relieve you of any obligation or responsibility for submitting complete and accurate information. Correct rejected schedules and resubmit them within 7 days of notification by the Engineer, at which time a new review period of 7 days will begin.

Errors or omissions on schedules do not relieve you from finishing all work within the time limit specified for completion of the contract. If, after a schedule has been accepted by the Engineer, either you or the Engineer discover that any aspect of the schedule has an error or omission, you must correct it on the next updated schedule.

### **COMPUTER SOFTWARE**

Submit a description of your proposed schedule software for authorization. All software must be compatible with the current version of the Windows operating system in use by the Engineer. The schedule software must include the latest version of Oracle Primavera P6 Professional Project Management for Windows, or equivalent.

If schedule software equivalent to P6 is proposed, it must be capable of:

1. Generating files that can be imported into P6
2. Comparing 2 schedules and providing reports of changes in activity ID, activity description, constraints, calendar assignments, durations, and logic ties

### **NETWORK DIAGRAMS, REPORTS, AND DATA**

Include the following with each schedule submittal:

1. 2 sets of originally plotted, time-scaled network diagrams
2. 2 copies of a narrative report
3. 1 read-only compact disk or floppy diskette containing the schedule data

The time-scaled network diagrams must conform to the following:

1. Show a continuous flow of information from left to right
2. Be based on early start and early finish dates of activities
3. Clearly show the primary paths of criticality using graphical presentation
4. Be prepared on 34" x 44"
5. Include a title block and a timeline on each page

The narrative report must be organized in the following sequence with all applicable documents included:

1. Transmittal letter
2. Work completed during the period
3. Identification of unusual conditions or restrictions regarding labor, equipment or material; including multiple shifts, 6-day work weeks, specified overtime or work at times other than regular days or hours
4. Description of the current critical path
5. Changes to the critical path and scheduled completion date since the last schedule submittal
6. Description of problem areas
7. Current and anticipated delays:
  - 7.1. Cause of delay
  - 7.2. Impact of delay on other activities, milestones, and completion dates
  - 7.3. Corrective action and schedule adjustments to correct the delay
8. Pending items and status thereof:
  - 8.1. Permits
  - 8.2. Change orders
  - 8.3. Time adjustments
  - 8.4. Noncompliance notices
9. Reasons for an early or late scheduled completion date in comparison to the contract completion date

Schedule submittals will only be considered complete when all documents and data have been submitted as described above.

#### **PRECONSTRUCTION SCHEDULING CONFERENCE**

Schedule a preconstruction scheduling conference with your project manager and the Engineer within 15 days after contract approval. The Engineer will conduct the meeting and review the requirements of this section with you.

Submit a general time-scaled logic diagram displaying the major activities and sequence of planned operations and be prepared to discuss the proposed work plan and schedule methodology that comply with the requirements of this section. If you propose deviations to the construction staging, then the general time-scaled logic diagram must also display the deviations and resulting time impacts. Be prepared to discuss the proposal.

At this meeting, also submit the alphanumeric coding structure and activity identification system for labeling work activities. To easily identify relationships, each activity description must indicate its associated scope or location of work by including such terms as quantity of material, type of work, bridge number, station to station location, side of highway (such as left, right, northbound, southbound), lane number, shoulder, ramp name, ramp line descriptor, or mainline.

The Engineer reviews the logic diagram, coding structure, and activity identification system, and provide any required baseline schedule changes to you for implementation.

#### **BASELINE SCHEDULE**

Beginning the week following the preconstruction scheduling conference, meet with the Engineer weekly to discuss schedule development and resolve schedule issues until the baseline schedule is accepted.

Submit a baseline schedule within 20 days of contract approval. Allow 20 days for the Engineer's review after the baseline schedule and all support data are submitted.

The baseline schedule must include the entire scope of work and how you plan to complete all work contemplated. The baseline schedule must show the activities that define the critical path. Multiple critical paths and near-critical paths must be kept to a minimum. A total of not more than 50 percent of the baseline schedule activities must be critical or near critical, unless otherwise authorized.

The baseline schedule must not extend beyond the number of contract working days. The baseline schedule must have a data date of contract approval. If you start work before contract approval, the baseline schedule must have a data date of the 1st day you performed work at the job site.

If you submit an early completion baseline schedule that shows contract completion in less than 85 percent of the contract working days, the baseline schedule must be supplemented with resource allocations for every task activity and include time-scaled resource histograms. The resource allocations must be shown to a level of detail that facilitates report generation based on labor crafts and equipment classes for you and your subcontractors. Use average composite crews to display the labor loading of on-site construction activities. Optimize and level labor to reflect a reasonable plan for accomplishing the work of the contract and to assure that resources are not duplicated in concurrent activities. The time-scaled resource histograms must show labor crafts and equipment classes to be used. The Engineer may review the baseline schedule activity resource allocations using Means Productivity Standards or equivalent to determine if the schedule is practicable.

#### **UPDATED SCHEDULE**

Submit an updated schedule and meet with the Engineer to review contract progress, on or before the 1st day of each month, beginning 1 month after the baseline schedule is accepted. Allow 15 days for the Engineer's review after the updated schedule and all support data are submitted, except that the review period will not start until the previous month's required schedule is accepted. Updated schedules that are not accepted or rejected within the review period are considered accepted by the Engineer.

The updated schedule must have a data date of the 21st day of the month or other date established by the Engineer. The updated schedule must show the status of work actually completed to date and the work yet to be performed as planned. Actual activity start dates, percent complete, and finish dates must be shown as applicable. Durations for work that has been completed must be shown on the updated schedule as the work actually occurred, including Engineer submittal review and your resubmittal times.

You may include modifications such as adding or deleting activities or changing activity constraints, durations, or logic that do not (1) alter the critical path(s) or near critical path(s) or (2) extend the scheduled completion date compared to that shown on the current accepted schedule. Justify in writing the reasons for any changes to planned work. If any proposed changes in planned work will result in (1) or (2) above, then submit a time impact analysis as specified in this section.

#### **TIME IMPACT ANALYSIS**

Submit a written time impact analysis (TIA) with each request for adjustment of contract time, or when you or the Engineer consider that an approved or anticipated change may impact the critical path or contract progress.

The TIA must illustrate the impacts of each change or delay on the current scheduled completion date or internal milestone, as appropriate. The analysis must use the accepted schedule that has a data date closest to and before the event. If the Engineer determines that the accepted schedule used does not appropriately represent the conditions before the event, the accepted schedule must be updated to the day before the event being analyzed. The TIA must include an impact schedule developed from incorporating the event into the accepted schedule by adding or deleting activities, or by changing durations or logic of existing activities. If the impact schedule shows that incorporating the event modifies the critical path and scheduled completion date of the accepted schedule, the difference between scheduled completion dates of the two schedules must be equal to the adjustment of contract time. The Engineer may construct and use an appropriate project schedule or other recognized method to determine adjustments in contract time until you provide the TIA.

Submit 2 copies of your TIA within 20 days of receiving a written request for a TIA from the Engineer. Allow the Engineer 15 days after receipt to review the submitted TIA. All approved TIA schedule changes must be shown on the next updated schedule.

If a TIA you submit is rejected, meet with the Engineer to discuss and resolve issues related to the TIA. If clarification is still needed, you are allowed 15 days to submit a protest as specified in Section 5-1.011, "Protests," of the Standard Specifications. If agreement is not reached, you are allowed 5 days from the date you receive the Engineer's response to your protest to submit an Initial Potential Claim Record as specified in Section 5-1.146B, "Initial Potential Claim Record," of the Standard Specifications. Only show actual as-built work, not unapproved changes related to the TIA, in subsequent updated schedules. If agreement is reached at a later date, approved TIA schedule changes must be shown on the next updated schedule. The Engineer withholds remaining payment on the schedule bid item if a TIA is requested and not submitted within 20 days. The schedule item payment resumes on the next estimate after the requested TIA is submitted. No other contract payment is withheld regarding TIA submittals.

## **FINAL UPDATED SCHEDULE**

Submit a final update, as-built schedule with actual start and finish dates for the activities, within 30 days after completion of contract work. Provide a written certificate with this submittal signed by your project manager or an officer of the company stating, "To my knowledge and belief, the enclosed final update schedule reflects the actual start and finish dates of the actual activities for the project contained herein." An officer of the company may delegate in writing the authority to sign the certificate to a responsible manager.

## **PAYMENT**

Progress schedule (critical path method) will be paid for at a lump sum price. The contract lump sum price paid for progress schedule (critical path method) includes full compensation for furnishing all labor, material, tools, equipment, and incidentals, and for doing all the work involved in preparing, furnishing, and updating schedules, as specified in the Standard Specifications and these special provisions, and as directed by the Engineer.

Payments for the progress schedule (critical path method) bid item will be made progressively as follows:

1. A total of 25 percent of the item amount will be paid upon achieving all of the following:
  - 1.1. Completion of 5 percent of all contract item work.
  - 1.2. Acceptance of all schedules and approval of all TIAs required to the time when 5 percent of all contract item work is complete.
2. A total of 50 percent of the item amount will be paid upon completion of 25 percent of all contract item work and acceptance of all schedules and approval of all TIAs required to the time when 25 percent of all contract item work is complete.
3. A total of 75 percent of the item amount will be paid upon completion of 50 percent of all contract item work and acceptance of all schedules and approval of all TIAs required to the time when 50 percent of all contract item work is complete.
4. A total of 100 percent of the item amount will be paid upon completion of all contract item work, acceptance of all schedules and approval of all TIAs required to the time when all contract item work is complete, and submittal of the certified final update schedule.

If you fail to complete any of the work or provide any of the schedules required by this section, the Engineer makes an adjustment in compensation as specified in Section 4-1.03C, "Changes in Character of Work," of the Standard Specifications for the work not performed. Adjustments in compensation for schedules will not be made for any increased or decreased work ordered by the Engineer in submitting schedules.