

## GUIDANCE FOR CONSTRUCTION SCHEDULE START DATES

To standardized Contract Time Determination Schedules across all districts, the following guidance is provided for determining an appropriate work start date.

**Notice to Proceed (NTP):** Construction Division targets about 45 days after letting to have all construction contracts executed and notification sent to each Contractor, authorizing them to begin work. There are occasional delays, so for scheduling purposes you may assume up to 60 days after letting for contract execution and Notice to Proceed.

**Work Start Date:** Per 2014 Specbook Article 8.1, the Contractor then has 30 days after NTP to mobilize and begin work. Unless a specific work start date is included in the general notes (see SP 008-025), or if the first work activities must occur within asphalt season (see SP 008-005), the schedule should show a work start date approximately 60-90 days after letting. Engineering judgment may be applied based on the size and type of project (smaller projects may require less time to mobilize, larger projects may require the full 30 days) to determine an approximate work start date relative to letting. (For example, a January letting project would begin between March 1 and April 1).

**Delay-Start Provisions:** If project circumstances necessitate giving the contractor more than 30 days after the Notice to Proceed to begin work, include a delay-start special provision for Item 8 in the speclist (120 day delay or higher may require Administration approval), and reflect the delay-start duration in the schedule relative to the Notice to Proceed date. It is also strongly recommended to add the delay start duration and reason under Item 8 in the general notes.

A common scheduling error is to add the 30 days after the Notice to Proceed, and then also add the full duration of the delay start. This is incorrect, because the delay-start special provisions modify 2014 Specbook Article 8.1, and the statement about 30 days for mobilization is replaced with the duration of the delay-start. (For example, a January letting project with a 90 day delay would begin June 1: 2 months for the NTP + 3 months for the delayed start).

**Construction Management Plans (CMP):** Consistency in scheduling across districts is especially important for projects with construction management plans for unclear utilities, right-of-way, and railroad agreements. Design Division may request updates to the schedule for any project with a CMP, for any significant deviations from the above scheduling guidance.