Structure Construction Project Status Initial/Final

**Project Status Data:**

The Structure Construction (SC) Oversight Engineer or Structure Representative (SR) must submit Project Status Initial (PSI) and Project Status Final (PSF) data for all Structure Construction Projects.

Structure Construction uses the PSI/PSF information in numerous ways, including checking resource needs against the project cost, to provide the current status of the project, and to establish completion of the project for final records.

Structure Construction’s project management web application, *VISION*¹, is used to complete and submit PSI and PSF data. *VISION* automatically notifies SC Headquarters Office Associates via email when PSI or PSF data has been submitted.

The SR is responsible for entering PSI/PSF data in *VISION*. Paper (or PDF) copies of PSI/PSF forms are no longer accepted. If a SR is unable to submit PSI/PSF data for the project that they are assigned, then the project Bridge Construction Engineer must verify that the SR is currently assigned to the project in *VISION* and the project working calendar is current.

The PSI and PSF web forms can be accessed through *VISION* on the Structure Construction Intranet website.

- The *Project Status Initial* data is to be submitted after the Task 275 start date in *VISION* and after the Division of Work memo has been written.

- The *Project Status Final* data is to be submitted when all structure work is complete and after the Task 275 end date in *VISION*. *Project Status Final* data for projects with pending claims must be entered at this time with known costs and updated with the final costs after all claims are resolved. Enter a note in the comment field in *VISION* that the project has pending claims.

- More detailed instructions on how to submit PSI/PSF data in *VISION* can be found by clicking the *VISION* guidance link on the *VISION* home page.

¹ [http://dschq.dot.ca.gov/scims/webapps/vision](http://dschq.dot.ca.gov/scims/webapps/vision)