



Prosecution and Progress



Prosecution and Progress: Objectives



- List key features of a CPM Schedule
- Determine a working day from a non-working day
- Complete a Weekly Statement of Working Days



Prosecution and Progress: Resources



LAPM 16.6 Contract Time

Chapter 8, Caltrans Standard Specifications

Chapter 6, Green Book



Prosecution and Progress: Schedule



A schedule should:

- Monitor and evaluate progress
- Determine controlling operation
- Analyze time impacts
- Display milestones



Prosecution and Progress: Schedule



A Schedule is Required!

- Contractor must submit...
 - Prior to or at pre-Con (CTSS Level 1)
 - W/in 20 days of Approval (CTSS Level 2 and Level 3)
 - Prior to start of work (GB)

CTSS 8-1.02 Schedule:

Green Book Section 6-1.1 Construction Schedule



Prosecution and Progress: Schedule



- RE approves
- Contractor submits updates:
 - Monthly (CTSS)
 - If schedule fails to reflect progress (GB)
 - If desire to make a major change (GB)

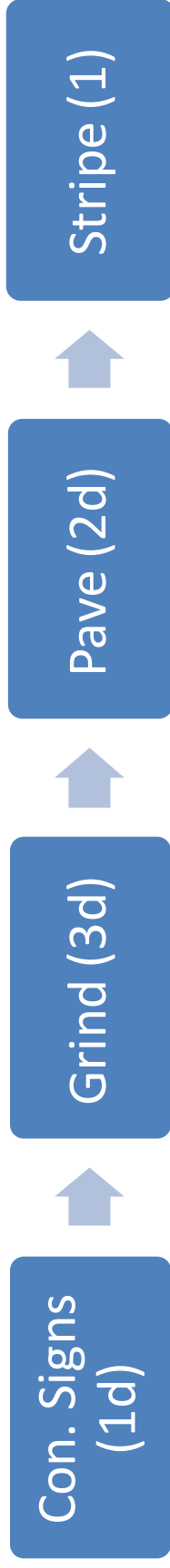
CTSS 8-1.02 Schedule
Green Book Section 6-1.1 Construction Schedule

Prosecution and Progress: Schedule



Critical Path Method (CPM) Schedules

1. Activities
2. Durations
3. Logic ties





Prosecution and Progress: Schedule



- Should you accept a schedule showing completion of work...
 - a) before expiration of contract time?
 - b) after time has expired?
- What if the contractor does not turn in schedule updates?

CTSS 8-1.02

Green Book 6-1.1

9-1.16E(3) Performance Failure Withholds



Prosecution and Progress:

Start of Job Site Activities (CTSS)



- Contractor start job site activities within ...
 - 15 days after Contract Approval If SWPPP required, 55 days after approval.
- Contractor to notify in writing 72 hours prior to start

CTSS 8-1.04 Start of Job Activities



Prosecution and Progress: Start of Job Site Activities (GB)



- Contractor start job site activities within ...
 - 15 days after Notice to Proceed
- Contractor to notify in writing 72 hours prior to start

Green Book 6-1.2 Commencement of Work



Prosecution and Progress: Start of Contract Time (CTSS)



- The contract time starts on the earlier of the following
 - 1. Day you start job site activities after Contract approval
 - 2. Last day specified to start job site activities in section 8-1.04

CTSS 8-1.04 Start of Job Activities



Prosecution and Progress: Start of Contract Time (GB)



- Date of Notice to Proceed

Green Book 6-1.2 Commencement of Work



Prosecution and Progress: Tracking Time



Weekly Statement of Working Days (CTSS)

- RE must issue *written* record of contract progress
- Show:
 - WDs and non-WDs during the reporting week
 - Time adjustments
 - Calculations of the work completion date computations
 - Working days remaining
 - Controlling activities

CTSS 8-1.05 Time

LAPM 16.6 Tracking Contract Time



Prosecution and Progress: Tracking Time



“Periodic” Statement of Working Days (GB)

- RE must issue *written* record of contract progress
- Show:
 - WDs charged during reporting period
 - Time adjustments
 - Working days remaining

Green Book 6-3.2 Contract Time Accounting and
6-4.2 Extension of Time



Prosecution and Progress: Time



Working Day (CTSS)

- Any day except
 - Saturday and holiday
 - Day when you cannot perform work on the **controlling activity** for at least 50 percent of the day with at least 50 percent of the normal labor and equipment due to any of the following:
 - Weather
 - Maintaining traffic under contract
 - Unanticipated event
 - Issue involving third party

CTSS 1.107 Definitions



Prosecution and Progress: Time



Working Day (GB)

- Any day except
 - Saturday, Sunday
 - Agency designated holiday
 - Contractor prevented from working...
 - at beginning of the workday
 - or the first 5 hours with at least 60 percent of the normal work force
- ...for cause as specified in 6.61:
 - Weather
 - Maintaining traffic under contract
 - Unanticipated event
 - Issue involving third party



Prosecution and Progress: Time



Calendar Day (CTSS)

- **Day:** 24 consecutive hours running from midnight to midnight; **calendar day**

CTSS 1.107 Definitions

EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
WEEKLY STATEMENT OF WORKING DAYS

CEM-2701 (REV. 04/2015)

ADA Notice

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JOB STAMP

REPORT NUMBER: _____

CONTRACTOR: _____

WEEK ENDING (month, day, year): _____

	Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ⁶ (F)
1						
2		Monday				
3		Tuesday				
4		Wednesday				
5		Thursday				
6		Friday				
7						
8	Days this week (Total Lines 1 thru 7)					
9	Days previously reported (Take from previous week's report)					
10	Total working days to date (Lines 8 + 9)					
Change Order Time Adjustment				Change Order Days Approved	Change Order Numbers ²	
11	Days this report					
12	Days previously reported (Taken from previous week's report)					
13	Total change order days to date (Lines 11+ Line 12)					
Computation of Extended Date for Completion				Number of Days	Numbered Day ⁴	Date
14	First working day					
15	Original working days specified in contract					
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)					
17	Total change order days approved to date (From Line 13)					
18	Total Nonworking days to date ³ (From Box 10E)					
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)					
20	Revised working days for contract (Line 15 + Line 17)					
21	Total working days to date (From Box 10D)					
22	WORKING DAYS REMAINING (Line 20 - Line 21)					

CONTROLLING ACTIVITY(IES)⁵: _____

REMARKS:

The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.

NOTE: Footnote instructions to Resident Engineer are on reverse side.

RESIDENT ENGINEER SIGNATURE: _____

DATE: _____

Distribution: Original--Contractor; Copy--Resident Engineer

Weekly Statement of Working Days

LAPM

Exhibit 16-A (Handout Pgs. 1-2)

EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS					
STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION WEEKLY STATEMENT OF WORKING DAYS CEM-2701 (REV. 04/2015)			JOB STAMP 08-888884		REPORT NUMBER: 1
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> ADA Notice For individuals with sensory disabilities, this document is available in alternate formats. For information, call (916) 445-1233, TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814. </div> <div style="width: 35%; border-top: 1px solid black;"></div> </div>					
CONTRACTOR: Name of Contractor, Inc.			WEEK ENDING (month, day, year): 03/24/2012		
Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ² (F)
1	3/18/2012				
2	3/19/2012	Monday	0		
3	3/20/2012	Tuesday	0		
4	3/21/2012	Wednesday	1		
5	3/22/2012	Thursday	1		
6	3/23/2012	Friday	1		
7	3/24/2012				
8	Days this week (Total Lines 1 thru 7)		3	0	0
9	Days previously reported (Take from previous week's report)		0	0	0
10	Total working days to date (Lines 8 + 9)		3	0	0
Change Order Time Adjustment			Change Order Days Approved	Change Order Numbers ²	
11	Days this report		0		
12	Days previously reported (Taken from previous week's report)		0		
13	Total change order days to date (Lines 11 + Line 12)		0		
Computation of Extended Date for Completion			Number of Days	Numbered Day ⁴	Date
14	First working day			755	3/21/2012
15	Original working days specified in contract		40		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)			794	5/15/2012
17	Total change order days approved to date (From Line 13)		0		
18	Total Nonworking days to date ¹ (From Box 10E)		0		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)			794	5/15/2012
20	Revised working days for contract (Line 15 + Line 17)		40		
21	Total working days to date (From Box 10D)		3		
22	WORKING DAYS REMAINING (Line 20 - Line 21)		37		
CONTROLLING ACTIVITY(IES) ³ : Installation of construction area signs.					
REMARKS: Contract approved on March 6, 2012. Refer to Special Provisions, Section 4, the first working day 15th day after contract approval.					
The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.					
NOTE: Footnote instructions to Resident Engineer are on reverse side.					
RESIDENT ENGINEER SIGNATURE:			DATE:		
Distribution: Original--Contractor; Copy--Resident Engineer					

Sample completion of the first Weekly Statement of Working Days LAPM

Exhibit 16-A (Handout Pg. 3)



Construction Workday Calendar (Handout Pg. 4)

CONSTRUCTION WORKDAY CALENDAR													
Year 2012													
JANUARY							JULY						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
FEBRUARY							AUGUST						
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MARCH							SEPTEMBER						
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
APRIL							OCTOBER						
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MAY							NOVEMBER						
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
JUNE							DECEMBER						
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				

<http://www.dot.ca.gov/hq/construc/calendar/>

EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
WEEKLY STATEMENT OF WORKING DAYS
CEM-27D1 (REV. 04/2015)

JOB STAMP

08-888884

REPORT NUMBER:

3

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CONTRACTOR

Name of Contractor, Inc.

WEEK ENDING (month, day, year):

04/07/2012

	Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ⁴ (F)
1	04/01/12					
2	04/02/12	Monday	Rain	0	1	
3	04/03/12	Tuesday	Cloudy - Wet Grade	0	1	
4	04/04/12	Wednesday	Clear	1	0	
5	04/05/12	Thursday	Clear	1	0	
6	04/06/12	Friday	Clear	1	0	
7	04/07/12					
8	Days this week (Total Lines 1 thru 7)			3	2	0
9	Days previously reported (Taken from previous week's report)			8	0	0
10	Total working days to date (Lines 8 + 9)			11	0	0
Change Order Time Adjustment				Change Order Days Approved	Change Order Numbers ²	
11	Days this report			2		
12	Days previously reported (Taken from previous week's report)			0		
13	Total change order days to date (Lines 11 + Line 12)			2		
Computation of Extended Date for Completion				Number of Days	Numbered Day ⁴	Date
14	First working day				755	03/21/12
15	Original working days specified in contract			40		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)				794	05/15/12
17	Total change order days approved to date (From Line 13)			2		
18	Total Nonworking days to date ¹ (From Box 10E)			2		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)				798	05/21/12
20	Revised working days for contract (Line 15 + Line 17)			42		
21	Total working days to date (From Box 10D)			11		
22	WORKING DAYS REMAINING (Line 20 - Line 21)			31		

CONTROLLING ACTIVITY(IES)³:

Shoulder widening at location 2 EB, A line Station 2+00.

REMARKS:

04/04 and 04/05 granted 2 days time adjustment for extra work related to CCO #2 at location 2.

The contractor will be allowed fifteen (16) days in which to protect in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.

NOTE: Footnote Instructions to Resident Engineer are on reverse side.

RESIDENT ENGINEER SIGNATURE:

DATE:

Distribution: Original--Contractor; Copy--Resident Engineer

**Sample
completion
of a CCO time
extension on
the Weekly
Statement of
Working Days
Exhibit 16-A
(Handout Pg. 5)**



Sample completion of non-working days on the Weekly Statement of Working Days

LAPM

Exhibit 16-A
(Handout Pg. 6)

Example 3-8.3 Revised Weekly Statement of Working Days for Nonworking Day

Local Assistance Procedures Manual Exhibit 16-A
Weekly Statement of Working Days

EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
WEEKLY STATEMENT OF WORKING DAYS
CEM-2701 (REV. 04/2015)

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JOB STAMP

08-888884

REPORT NUMBER:
4/14/2012

CONTRACTOR: WEEK ENDING (month, day, year): 03/18/2011
Name of Contractor, Inc.

	Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ² (F)
1	4/8/2012					
2	4/9/2012	Monday	Labor Dispute (Revised) - Cloudy	0	1	0
3	4/10/2012	Tuesday	Labor Dispute (Revised) - Cloudy	0	1	0
4	4/11/2012	Wednesday	Clear	1	0	0
5	4/12/2012	Thursday	Clear	1	0	0
6	4/13/2012	Friday	Clear	1	0	0
7						
8	Days this week (Total Lines 1 thru 7)			3	2	0
9	Days previously reported (Taken from previous week's report)			11	2	6
10	Total working days to date (Lines 8 + 9)			14	4	6
Change Order Time Adjustment				Change Order Days Approved	Change Order Numbers ²	
11	Days this report -----			0		
12	Days previously reported (Taken from previous week's report)			2		
13	Total change order days to date (Lines 11+ Line 12)			2		
Computation of Extended Date for Completion				Number of Days	Numbered Day ⁴	Date
14	First working day -----				755	3/21/2012
15	Original working days specified in contract -----			40		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)				794	5/15/2012
17	Total change order days approved to date (From Line 13)			2		
18	Total Nonworking days to date* (From Box 10E)			4		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)				800	5/23/2012
20	Revised working days for contract (Line 15 + Line 17)			42		
21	Total working days to date (From Box 10D)			14		
22	WORKING DAYS REMAINING (Line 20 - Line 21)			28		

CONTROLLING ACTIVITY(IES)³:
Shoulder widening at location 3 EB, A line 4+00

REMARKS: A review of our records indicate that the controlling activity of shoulder widening was delayed by a labor dispute on 04/09/12 and 04/10/12. In accordance with definition of "working day" of the Standard Specifications, and your letter dated April 20, 2012, two non-working days are granted and shown in this report

The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.

NOTE: Footnote Instructions to Resident Engineer are on reverse side.

RESIDENT ENGINEER SIGNATURE: _____

DATE: _____

Distribution: Original--Contractor; Copy--Resident Engineer

Prosecution & Progress

Handout Page 6

Page 1 of 2
January 2018



Sample completion of a contract in overrun on the Weekly Statement of Working Days

LAPM

Exhibit 16-A
(Handout Pg. 7)

EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
WEEKLY STATEMENT OF WORKING DAYS
CEM-2701 (REV. 04/2015)

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JOB STAMP

REPORT NUMBER:

CONTRACTOR: _____ **WEEK ENDING (month, day, year):** _____

	Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ⁴ (F)
1	10/21/12					
2	10/22/12	Monday	Clear	1*	0	
3	10/23/12	Tuesday	Cloudy	1*	0	
4	10/24/12	Wednesday	Cloudy	1*	0	
5	10/25/12	Thursday	Cloudy	1*	0	
6	10/26/12	Friday	Clear	1*	0	
7	10/27/12					
8	Days this week (Total Lines 1 thru 7)			5*	0	0
9	Days previously reported (Take from previous week's report)			314	59	0
10	Total working days to date (Lines 8 + 9)			319	59	0
Change Order Time Adjustment				Change Order Days Approved	Change Order Numbers²	
11	Days this report			0		
12	Days previously reported (Taken from previous week's report)			0		
13	Total change order days to date (Lines 11 + Line 12)			14		
Computation of Extended Date for Completion				Number of Days	Numbered Day⁴	Date
14	First working day				531	03/21/12
15	Original working days specified in contract			300		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)				830	07/05/12
17	Total change order days approved to date (From Line 13)			14		
18	Total Nonworking days to date ¹ (From Box 10E)			59		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)				903	10/19/12
20	Revised working days for contract (Line 15 + Line 17)			314		
21	Total working days to date (From Box 10D)			319		
22	WORKING DAYS REMAINING (Line 20 - Line 21)			-5*		

CONTROLLING ACTIVITY(IES)⁴:
Functional testing

REMARKS:
~*. Working days are shown for record only as the contract time has elapsed, contract time expired on 10/19/12. There are currently a total of 5 workin days overrun through October 26, 2012.

The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.

NOTE: Footnote Instructions to Resident Engineer are on reverse side.

RESIDENT ENGINEER SIGNATURE: _____ **DATE:** _____

Distribution: Original--Contractor; Copy--Resident Engineer



Prosecution and Progress: Suspension



- RE may suspend the work wholly or in part due to any of the following:
 1. Conditions are unsuitable for work progress
 2. Contractor fails to do any of the following:
 - Fulfill the Engineer's orders
 - Fulfill a Contract part
 - Perform weather-dependent work when conditions are favorable so that weather-related unsuitable conditions are avoided or do not occur

CTSS 8-1.06 Suspensions



Prosecution and Progress: Liquidated Damages



- **Liquidated Damages (LDs)** – Deduction of payment due contractor for each day's delay in completing work beyond the time allowed
- Is not taking LDs OK?
 - CCO to extending contract time
 - No documentation = FIN

CTSS 8-1.10 Liquidated Damages

Green Book 6-9 Liquidated Damages



Prosecution and Progress: Contractor Termination



- You may terminate the contractor's control of the work for failure to do any of the following:
 - Supply adequate work force
 - Supply material as described
 - Pay subcontractors
 - Prosecute the work as described in the contract

CTSS 8-1.13 Contractor's Control Termination

Green Book 6-4 Termination of Contract for Default



Prosecution and Progress: Contract Termination



- “Convenience Termination”
- When it is not in Agency’s best interest to continue with the project
- Allowed but rare

CTSS 8-1.14 Contract Termination



Prosecution and Progress: Quiz





Prosecution and Progress: Quiz



Choose the correct answer.

For a project using the CTSS, before you can determine if last Wednesday was a working day on your project, you must first know:

- a. Did it rain**
- b. Was there inclement weather**
- c. The controlling operation**
- d. Was the contractor prevented from working.**



Prosecution and Progress: Quiz



Choose the correct answer.

For a project using the CTSS, before you can determine if last Wednesday was a working day on your project, you must first know:

- a. Did it rain**
- b. Was there inclement weather**
- c. The controlling operation**
- d. Was the contractor prevented from working.**

Greenbook: d



Prosecution and Progress: Quiz





Prosecution and Progress: Quiz



True or False

It is important to list all major operations the contractor performed for the week on the Weekly Statement of Working Days.



Prosecution and Progress: Quiz



True or False

It is important to list all major operations the contractor performed for the week on the Weekly Statement of Working Days.

False: Just list the controlling operation



Prosecution and Progress: Quiz





Prosecution and Progress: Quiz



True or False

If the contractor worked hard, did a good job and is a nice guy, it is OK to write a CCO at the end of the job giving him days, so he does not get dinged for liquidated damages.



Prosecution and Progress: Quiz



True or False

If the contractor worked hard, did a good job and is a nice guy, it is OK to write a CCO at the end of the job giving him days, so he does not get dinged for liquidated damages.

False: All extensions of contract time must be justified.



Contract Time Exercise

(Small Group work through Google Slides. Please copy and paste the URL into your chrome browser.)





Group 1

EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS					
STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION WEEKLY STATEMENT OF WORKING DAYS CEM-2701 (REV. 04/2015)			JOB STAMP GROUP 1		REPORT NUMBER: 7
CONTRACTOR: XYZ, Inc.			WEEK ENDING (month, day, year): 03/18/2011		
Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ⁴ (F)
1					
2	3/14/2011	Monday	Clear - warm	1	0
3	3/15/2011	Tuesday	Clear - warm	1	0
4	3/16/2011	Wednesday	Clear - warm	1	0
5	3/17/2011	Thursday	Clear - warm	1	0
6	3/18/2011	Friday	Clear - warm	1	0
7					
8	Days this week (Total Lines 1 thru 7)		5	0	1
9	Days previously reported (Take from previous week's report)		15	12	6
10	Total working days to date (Lines 8 + 9)		20	12	7
Change Order Time Adjustment			Change Order Days Approved	Change Order Numbers ²	
11	Days this report		0		
12	Days previously reported (Taken from previous week's report)		1		
13	Total change order days to date (Lines 11+ Line 12)		1		
Computation of Extended Date for Completion			Number of Days	Numbered Day ⁴	Date
14	First working day			474	2/2/2011
15	Original working days specified in contract		100		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)			573	6/24/2011
17	Total change order days approved to date (From Line 13)		1		
18	Total Nonworking days to date (From Box 10E)		12		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)			585	7/14/2011
20	Revised working days for contract (Line 15 + Line 17)		101		
21	Total working days to date (From Box 10D)		20		
22	WORKING DAYS REMAINING (Line 20 - Line 21)		81		
CONTROLLING ACTIVITY(IES) ³ : Bridge Embankment					
REMARKS: 03/18/2011 Contractor took the day off in order to have a four-day weekend.					
The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.					
NOTE: Footnote Instructions to Resident Engineer are on reverse side.					
RESIDENT ENGINEER SIGNATURE:				DATE:	
Distribution: Original--Contractor; Copy--Resident Engineer					



Group 2

EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS					
STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION WEEKLY STATEMENT OF WORKING DAYS CEM-2701 (REV. 04/2015)			JOB STAMP GROUP 2		REPORT NUMBER: 7
CONTRACTOR: XYZ, Inc.			WEEK ENDING (month, day, year): 03/18/2011		
Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ⁴ (F)
1					
2	3/14/2011	Monday	1	0	0
3	3/15/2011	Tuesday	1	0	0
4	3/16/2011	Wednesday	1	0	0
5	3/17/2011	Thursday	1	0	0
6	3/18/2011	Friday	0	1	0
7					
8	Days this week (Total Lines 1 thru 7)		4	1	0
9	Days previously reported (Take from previous week's report)		15	12	6
10	Total working days to date (Lines 8 + 9)		19	13	6
Change Order Time Adjustment			Change Order Days Approved	Change Order Numbers ²	
11	Days this report		0		
12	Days previously reported (Taken from previous week's report)		1		
13	Total change order days to date (Lines 11+ Line 12)		1		
Computation of Extended Date for Completion			Number of Days	Numbered Day ⁴	Date
14	First working day			474	2/2/2011
15	Original working days specified in contract		100		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)			573	6/24/2011
17	Total change order days approved to date (From Line 13)		1		
18	Total Nonworking days to date (From Box 10E)		13		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)			587	7/15/2011
20	Revised working days for contract (Line 15 + Line 17)		101		
21	Total working days to date (From Box 10D)		19		
22	WORKING DAYS REMAINING (Line 20 - Line 21)		82		
CONTROLLING ACTIVITY(IES) ³ : Bridge Embankment					
REMARKS: 03/18/2011 Contractor requested a non-working day because of anticipated heavy traffic due to a three-day weekend; letter in file. RE approved; letter in file.					
The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.					
NOTE: Footnote Instructions to Resident Engineer are on reverse side.					
RESIDENT ENGINEER SIGNATURE:			DATE:		
Distribution: Original--Contractor; Copy--Resident Engineer					



EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION

WEEKLY STATEMENT OF WORKING DAYS

CEM-2701 (REV. 04/2015)

JOB STAMP

GROUP 3

ADA Notice

For individuals with sensory disabilities, this document is available in alternate formats. For information, call (916) 445-1233, TTY 711, or write to Records and Forms Management, 1120 N Street, MS-80, Sacramento, CA 95814.

REPORT NUMBER: _____

CONTRACTOR:

WEEK ENDING (month, day, year): 03/18/2011

XYZ, Inc.

	Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ² (F)
1						
2	3/14/2011	Monday	Clear - warm	1	0	0
3	3/15/2011	Tuesday	Clear - warm	1	0	0
4	3/16/2011	Wednesday	Clear - warm	1	0	0
5	3/17/2011	Thursday	Clear - warm	1	0	0
6	3/18/2011	Friday	Clear - warm	1	0	0
7						
8	Days this week (Total Lines 1 thru 7)			5	0	0
9	Days previously reported (Take from previous week's report)			15	12	6
10	Total working days to date (Lines 8 + 9)			20	12	6
Change Order Time Adjustment				Change Order Days Approved	Change Order Numbers ²	
11	Days this report _____			2		
12	Days previously reported (Taken from previous week's report)			1		
13	Total change order days to date (Lines 11+ Line 12)			3		
Computation of Extended Date for Completion				Number of Days	Numbered Day ⁴	Date
14	First working day _____				474	2/2/2011
15	Original working days specified in contract _____			100		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)				573	6/24/2011
17	Total change order days approved to date (From Line 13)			3		
18	Total Nonworking days to date ¹ (From Box 10E)			12		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)				588	7/18/2011
20	Revised working days for contract (Line 15 + Line 17)			103		
21	Total working days to date (From Box 10D)			20		
22	WORKING DAYS REMAINING (Line 20 - Line 21)			83		

CONTROLLING ACTIVITY(IES):

Bridge Embankment

REMARKS: Contractor given two additional days on CCO #2.

The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.

NOTE: Footnote instructions to Resident Engineer are on reverse side.

RESIDENT ENGINEER SIGNATURE: _____

DATE: _____

Distribution: Original--Contractor; Copy--Resident Engineer



EXHIBIT 16-A WEEKLY STATEMENT OF WORKING DAYS

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION

WEEKLY STATEMENT OF WORKING DAYS

CEM-2701 (REV. 04/2015)

JOB STAMP

GROUP 4

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REPORT NUMBER:

7

CONTRACTOR:

WEEK ENDING (month, day, year): 03/18/2011

XYZ, Inc.

	Date (A)	Day (B)	Weather Conditions or Other Explanation ¹ (C)	Working Day (D)	Nonworking Day (E)	Working Day No Work Done on Controlling Activity ² (F)
1						
2	3/14/2011	Monday	Clear - warm	1	0	0
3	3/15/2011	Tuesday	Clear - warm	1	0	0
4	3/16/2011	Wednesday	Clear - warm	1	0	0
5	3/17/2011	Thursday	Rain	0	1	0
6	3/18/2011	Friday	Rain	0	1	0
7						
8	Days this week (Total Lines 1 thru 7)			3	2	0
9	Days previously reported (Take from previous week's report)			15	12	6
10	Total working days to date (Lines 8 + 9)			18	14	6
Change Order Time Adjustment				Change Order Days Approved	Change Order Numbers ³	
11	Days this report			0		
12	Days previously reported (Taken from previous week's report)			1		
13	Total change order days to date (Lines 11+ Line 12)			1		
Computation of Extended Date for Completion				Number of Days	Numbered Day ⁴	Date
14	First working day				474	2/2/2011
15	Original working days specified in contract			100		
16	COMPUTED DATE FOR COMPLETION (Line 14 + Line 15 minus 1)				573	6/24/2011
17	Total change order days approved to date (From Line 13)			1		
18	Total Nonworking days to date (From Box 10E)			14		
19	EXTENDED DATE FOR COMPLETION (Line 16 + Line 17 + Line 18)				588	7/18/2011
20	Revised working days for contract (Line 15 + Line 17)			101		
21	Total working days to date (From Box 10D)			18		
22	WORKING DAYS REMAINING (Line 20 - Line 21)			83		

CONTROLLING ACTIVITY(IES):

Bridge Embankment

REMARKS: 3/17/2011 and 3/18/2011 - Contractor did not work due to rain.

The contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise, the statement shall be deemed to have been accepted by the contractor as correct.

NOTE: Footnote Instructions to Resident Engineer are on reverse side.

RESIDENT ENGINEER SIGNATURE:

DATE:

Distribution: Original--Contractor; Copy--Resident Engineer

Group 4