

INSTRUCTIONS

DT1997

- 1 **General.** A comprehensive progress schedule can be a valuable asset to the contractor as well as to the engineer in identifying, at an early date, a rate of progress which will not result in completion within the contract time. In working day contracts, the progress schedule is also necessary to determine the controlling item for which to charge working days. Therefore, the contractor shall prepare the progress schedule so that it will accurately reflect the sequence of operations and realistic production rates for the various items of work.
- 2 **Controlling Item.** The controlling item is one which must be partially or wholly completed to permit progress essential for the completion of the work within the contract time. The contractor shall identify, by using the legend shown on the front of the form, which item is controlling at any time. The controlling item may be a bid item or a portion of bid item (such as at a particular location), or it may be an operation, such as painting or clean-up. An item may be controlling for a period, then be noncontrolling for a time, then again become controlling.
- 3 **Estimated Working Days Per Month.** This will vary depending on the type of work and the time of the year.
- 4 **Estimated Daily Production.** The value entered in this column should be the daily rate of production proposed by the contractor during each period that the item is controlling.