

SPECIFICATIONS - DETAILED PROVISIONS
Section 01310 - Project Control Schedule

C O N T E N T S

PART 1 - SCHEDULE REQUIREMENTS PROGRESS SCHEDULE	1
PART 2 - SUBMITTAL PROCEDURES.....	2
PART 3 - DEFINITIONS.....	3
PART 4 - PROJECT CONTROL SCHEDULE (BASELINE).....	4
PART 5 - PAYMENT FOR PROJECT CONTROL SCHEDULE	10
PART 6 - ATTACHMENTS	11

[ATTACHMENT A - DISTRICT WBS CODE FIELDS FOR USE IN SCHEDULES](#)

**SECTION 01310
PROJECT CONTROL SCHEDULE**

PART 1 - SCHEDULE REQUIREMENTS PROGRESS SCHEDULE

The work specified in this section includes planning, scheduling and reporting required by the CONTRACTOR. It is expressly understood and agreed that the time of beginning, the rate of progress, and the time of completion of the work are essential elements of this CONTRACT.

- A. The Project Control Schedule (PCS) shall be prepared and maintained by the CONTRACTOR as described in this section.
- B. The PCS shall be the CONTRACTOR'S working schedule and will be used by the CONTRACTOR to plan, organize, and execute the work, record and report actual performance and physical progress, and to show how the CONTRACTOR plans to complete all remaining work as of the beginning of each progress report period (data date).
- C. In addition, the PCS shall provide the DISTRICT with a tool to monitor and follow the progress of all phases of the work. The PCS shall comply with the various limits imposed by the scope of the work, contractually specified milestones and completion dates included in the contract.
- D. The PCS shall be a Critical Path Method (CPM) schedule, utilizing the Precedence Diagramming Method (PDM).
- E. The PCS must clearly show the sequence and interdependence of activities required for complete performance of the work, beginning with the Contract Start Date (CSD) and concluding with the Contract Completion Date (CCD). The maximum duration of any physical work activity shall not exceed twenty (20) working days unless approved by the DISTRICT.
- F. The CONTRACTOR shall use a scheduling system capable of handling, processing, printing and plotting data to satisfy all requirements of this section. The scheduling system must be capable of producing project reports and other digital (electronic) data that can be directly read and interpreted by the DISTRICT'S scheduling system, without conversion by the DISTRICT, and without error. The DISTRICT uses the latest version of the Primavera Project Planner software.

PART 2 - SUBMITTAL PROCEDURES

The DISTRICT will schedule and conduct a Preconstruction Conference within fifteen (15) calendar days after the issuance of the Notice of Acceptance of Proposal. At this meeting, the requirements of this section, as they apply to the contract, will be reviewed with the CONTRACTOR. The CONTRACTOR shall be prepared to review and discuss methodology for the schedule and sequence of operations and labor, equipment and material constraints.

- A. PROJECT CONTROL SCHEDULE (PCS)(PRELIMINARY) - within fifteen (15) working days after the Preconstruction Conference, the CONTRACTOR shall submit to the DISTRICT the Preliminary Project Schedule (PPS), which shall be the basis of the PROJECT CONTROL SCHEDULE (BASELINE), and which will be used to schedule early activities of the project. The PPS shall include a detailed plan of operations for the first sixty (60) calendar days from the Contract Start Date.

The PPS shall be a network diagram or bar chart, utilizing the DISTRICT'S WORK BREAKDOWN STRUCTURE (WBS) Example Format (Attachment A), showing in detail:

1. Notice of Acceptance of Proposal.
 2. Pre-Construction Conference.
 3. Contract start date.
 4. Mobilization.
 5. Submission and approval of key submittals.
 6. Procurement of key materials and equipment.
 7. All activities occurring or starting within the first sixty (60) calendar days.
 8. Milestones and other contractual dates.
 9. Contract completion date.
- B. Submittal and acceptance of the Preliminary Project Schedule is a condition precedent to the issuance of and payment of Initial Mobilization payments.
- C. PROJECT CONTROL SCHEDULE (BASELINE) - within sixty (60) calendar days of the CSD, the CONTRACTOR shall submit, for acceptance by the DISTRICT, the Project Control Schedule (Baseline). The PCS-Baseline shall represent the CONTRACTOR'S complete plan for the execution of the CONTRACT in accordance with the BID and CONTRACT documents. Although limited technical

assistance is available to the CONTRACTOR from the DISTRICT upon written request and prior to any formal review and/or finalization of the baseline schedule, it is the responsibility of the CONTRACTOR to employ or engage the services of a technically qualified scheduler on this project. The PCS-WBS shall be similar to the DISTRICT-WBS (Attachment A).

- D. PROJECT CONTROL SCHEDULE (UPDATES) - Once each month, or more often if deemed necessary by the DISTRICT, the CONTRACTOR shall review and update the PCS to incorporate all current information, including progress, approved adjustments of time and logic, and proposed changes in sequence and logic. All copies of the updated PCS submitted to the DISTRICT, shall be signed and dated by the CONTRACTOR.
- E. PROJECT CONTROL SCHEDULE (AS-BUILT) - The last PCS update submitted shall be identified as the "As-Built Schedule", and is a condition precedent to issuance of Final Acceptance of the CONTRACT by the DISTRICT.

PART 3 - DEFINITIONS

The principles and definitions of the terms used herein shall be as set forth in the Associated General Contractors of America (AGC) publication "The Use of CPM in Construction," copyright 1976.

Additional definitions are set forth as follows:

- A. Critical Path(s) - shall be defined as the longest path of activities from the Contract Start Date (CSD) to the Contract Completion Date (CCD).
- B. Near Critical Path - shall be defined as those paths of activities having a total float value equal to the total float value of the defined critical path (longest path) plus ten (10) working days.
- C. Activity Codes - are values assigned to schedule activities to organize the Schedule Activities into manageable groups for updating, analyzing, reporting, plotting, and summarizing.
- D. WBS - (Work Breakdown Structure) is a definition of project related activity codes, to be used by the CONTRACTOR to organize the CONTRACTOR'S Project Control Schedule in a manner that facilitates the DISTRICT'S use of the PCS information.
- E. Constraint - is a restriction imposed on the start, finish or duration of an activity.

Project Control Schedule
Section 01310 – 4

- F. Data Date - (DD) The date used as the starting point for schedule calculations. For Baselines, the DD is the first day of the project, the CSD date. For subsequent schedule updates, the DD is the first workday of the remainder of the schedule, normally the first calendar day after the schedule close-out date (usually month end).
- G. Total Float - is the amount of time that the start or finish of an activity can be delayed without impacting the Contract Completion Date. Total float is a CALCULATED value.
- H. Free Float - is the amount of time that the start or finish of an activity can be delayed without impacting the early start or finish of a successor activity. Free float is a CALCULATED value.
- I. Lag - is an offset or delay from an activity to it's successor, or from it's predecessor. Lag is physically defined by the scheduler. Lag is NOT CALCULATED.
- J. Open End - is an activity that has either no predecessor or no successor relationships.
- K. Out of Sequence Progress - means that all or a portion of an activity has been completed before the predecessors to the activity are complete.
- L. Percent Complete - the portion of an activity that is complete based on physical measurement of the scope of work included in the activity that has been completed by the CONTRACTOR and accepted by the DISTRICT.
- M. Target (Baseline) - a different version of the project schedule that can be compared to as the basis for measuring differences between the versions of the project schedule.

PART 4 - PROJECT CONTROL SCHEDULE (BASELINE)

The CONTRACTOR shall be responsible for assuring that all work sequences are logical and the network shows a coordinated plan for the complete performance of the CONTRACT. Failure of the CONTRACTOR to include any element of the work required for the performance of the CONTRACT in the network shall not relieve the CONTRACTOR from completing all work within the time specified for the completion of the CONTRACT. In the event the CONTRACTOR fails to define any element of the work in the network, when the omission or error is discovered by either the CONTRACTOR or DISTRICT, it shall be corrected by the CONTRACTOR at the next scheduled update or submittal.

- A. The PCS Baseline shall be organized to clearly define separate groups of activities detailing:
1. key submittals,
 2. procurement of major materials and equipment,
 3. delivery of DISTRICT furnished materials and equipment,
 4. approvals required by regulatory agencies or other third parties,
 5. plans for all major subcontract work,
 6. access to and availability of all work areas,
 7. identification of interfaces and dependencies with preceding, concurrent, and follow-on contractors,
 8. tests and inspections,
 9. identification of any manpower, material or equipment restrictions.

Additionally, the PCS Baseline shall utilize for example the DISTRICT-WBS (Attachment A) to facilitate the organization of the CONTRACTOR'S PCS Baseline in relation to the DISTRICT-WBS.

- B. Relationships shall be defined between the CONTRACTOR'S activities based on the following criteria.

PHYSICAL - relationships occur when a successor activity cannot physically start (or finish) until a predecessor activity completes (or starts). **example: forming before pouring**

SAFETY - defined relationships exist when a successor activity cannot start until a predecessor activity (which may be creating a safety hazard for the successor activity), completes allowing for the start of the successor in a safe environment. **example: completing overhead work before starting work underneath**

RESOURCE - driven relationships occur when a successor activity cannot start until a predecessor activity completes and releases it's resources to work on the successor. **example: form slab # 1 before forming slab # 2 when allocating one crew to a job**

PREFERENTIAL - logic occurs when a contractor prefers to perform the work in a given sequence. **example: completing painting before starting finished flooring**

NOTE: The basis of Safety, Resource and Preferential logic requirements for all critical or near critical activities shall be documented in the Baseline Schedule Narrative or as requested by the DISTRICT.

- C. The basis of constraints and lags utilized in the PCS-BASELINE and subsequent UPDATES must be documented in an accompanying schedule narrative.
- D. The CONTRACTOR shall not utilize float suppression techniques or artificial restraints, constraints, lags or durations to lessen or control the amount of total or free float contained in the network.
- E. Float shall not be considered as time for the exclusive use of or benefit of either the DISTRICT or the CONTRACTOR. Float shall be considered as a resource available to both parties for the benefit of the project.
- F. **Early Completion**
An early completion schedule is one which anticipates completion of the work ahead of the corresponding Contract Time. Since Total Float is measured to the Contract Completion Date (CCD), and belongs to the Project, the CONTRACTOR shall not be entitled to any extension in Contract Time, or recovery for any delay incurred because of extensions in an early completion date, until all total float is used or consumed and performance or completion of the WORK extends beyond the corresponding Contract Time.
- G. Project Schedule Reports shall be submitted to the DISTRICT as follows:

Graphics - 24" x 36" (D size)

- 1. Time Scaled Logic Diagram based on early dates, organized by DISTRICT-WBS Codes with the longest (critical) path printed in red. (Attachment A.)
- 2. Bar chart, organized by DISTRICT-WBS Codes, indicating early and late date bars with critical path printed in red.

Graphics – 8½" x 11" (A size)

- 3. Detailed Bar Chart, Grouped by DISTRICT-WBS, Codes (Attachment A)
- 4. Estimated Cash Flow Histogram (if cost loaded) with planned value per period (bar) and cumulative to date (curve).

Tabular Reports – 8½" x 11" (A size)

- 5. Predecessor / Successor listing including relationship type and lag value, organized by Activity ID.

6. Tabular activity listing, sorted by Activity ID, with Early and Late Dates, Total and Free Float values.
7. Tabular activity listing, Grouped by Responsible party, sorted by Early Start, with Early Dates, Total and Free Float values.
8. Listing of all schedule constraints and open ends with explanation of each.
9. Identification of all lags contained in relationships and explanation of each.
10. Narrative report explaining the key "basis and assumptions" of the Project Control Schedule Baseline schedule.
11. Submittal / Procurement Status Report - A P3 Activity Matrix Report detailing for each submittal item, the Planned Dates for each step in the submittal/ procurement process.
12. Bid Item Listing.

H. Submittal

1. Six (6) sets of all graphics
2. Six (6) sets of all tabular reports
3. Computer diskette containing files compatible with "P3 Backup" format, capable of being restored directly into DISTRICT'S Primavera Project Planner software with no conversion or error from enclosed graphics and reports. Any errors encountered when loaded by the DISTRICT will be corrected by the CONTRACTOR. Errors encountered when loading the CONTRACTOR'S P3 Backup files may result in rejection of the CONTRACTOR'S PCS submittal.

I. Acceptance

1. The DISTRICT may accept the PCS-Baseline submittal and subsequent updates as having been submitted in accordance with the Contract Specifications. The DISTRICT will review and make comments on the PCS. Meetings may be held between the DISTRICT and the CONTRACTOR, and all SUBCONTRACTORS and SUPPLIERS whom the CONTRACTOR may desire to invite or whom the DISTRICT may request be present.
2. The PCS submittal must meet in all respects the time and order of work requirements of the contract. The work shall be executed in the sequence indicated in the accepted baseline and subsequent accepted updates and revisions. If the CONTRACTOR changes the sequence of work, a baseline revision submittal will be required in accordance with Section 4.10.

Project Control Schedule
Section 01310 – 8

3. Comments made by the DISTRICT on the PCS or any subsequent updates and revisions, will not relieve the CONTRACTOR from compliance with requirements of the Contract Documents.
4. If requested by the DISTRICT at any time during the project, the CONTRACTOR shall provide detailed, short term schedules for specific items of the work.

J. Baseline Schedule Revisions

1. No change shall be made to the accepted Project Control Schedule Baseline without the prior written authorization of the DISTRICT.
2. If the CONTRACTOR desires, or the DISTRICT requests that the PCS Baseline be revised to reflect specific ISSUES of the current project plan, the CONTRACTOR shall prepare a detailed analysis of the time related impacts of the specific ISSUE, demonstrating how the CONTRACTOR proposes to incorporate the ISSUE into the PCS Baseline.
3. Each time impact analysis shall be submitted prior to approval of any change in the contract to facilitate the incorporation of the impact in the next schedule submittal by the CONTRACTOR.
4. Time extensions will be granted only to the extent that equitable time adjustments for the activity or activities affected exceed the remaining total float along the path of activities impacted by the ISSUE.
5. When an authorized revision is made to the PCS Baseline, the revised baseline shall be identified by a Revision Number, giving the revised Baseline a distinct identification separate from all previous or subsequent Baseline Revisions.

K. Schedule Updates

1. The CONTRACTOR shall submit the Project Control Schedule - Update to the DISTRICT each month, on a date assigned by the DISTRICT. The Update submittal shall include all information available up to the Data Date established by the DISTRICT.
2. The PCS-Update submittal shall be reviewed jointly (if necessary) with the DISTRICT for the purpose of verifying update information. The DISTRICT may request key SUBCONTRACTORS or SUPPLIERS to participate in the review with the CONTRACTOR. Information to verify includes but is not limited to:

- a) Actual start / finish dates for activities started or finished in the current period.
 - b) Activity Percent Complete for activities that are currently in progress.
 - c) Remaining durations or expected finish dates for activities that are currently in progress.
 - d) Revised logic (as-built and projected) and changes in activity durations.
 - e) Impacts of Issues identified by the CONTRACTOR or DISTRICT.
 - f) Incorporation of DISTRICT approved time extensions.
3. The CONTRACTOR may not make changes to any actual events previously entered in prior updates without written concurrence by the DISTRICT.
4. PCS-Update submittals shall be prepared as follows:

Graphics - 24" x 36" (D size)

- a) Timescaled Logic Diagram of early dates, organized by EMWD-WBS Codes with the calculated critical path printed in red. (Attachment A)
- b) Bar chart, organized by DISTRICT-WBS Codes, indicating early and late dates with critical path printed in red, with Target (Baseline) Bar.

Graphics - 8½" x 11" (A size)

- c) Detailed Bar Chart , Grouped by DISTRICT-WBS, with Target (Baseline) Bar. (Attachment A)

Tabular Reports - 8½" x 11" (A size)

- d) Tabular activity listing, sorted by Activity ID, with Early and Late Dates, with Total and Free Float values.
- e) Tabular activity listing, sorted by Early Start, with Current Early and Current Baseline dates and Variance between Current Early and Current Baseline Finish Dates.
- f) Tabular activity listing, Grouped by Responsible party, sorted by Early Start, with Early Dates, Total and Free Float values.

Project Control Schedule
Section 01310 – 10

- g) Listing of any NEW or DELETED schedule constraints and open ends with explanation of each.
- h) Identification of all NEW or DELETED lags contained in relationships and explanation of each.
- i) Identification of all NEW or DELETED activities and an explanation of each.
- j) Narrative report including description of problem areas, current and anticipated delaying factors, and their expected impact, and an explanation of current actions taken or proposed. In addition, alternative for possible schedule recovery to mitigate any potential delay and/or cost increases should be included in the monthly narrative by the CONTRACTOR.
- k) Submittal/Procurement Status Report.
- l) Bid Item Listing Report.
- m) If the CONTRACTOR fails to submit any of the PCS update submittal deliverables, the DISTRICT may withhold approval of progress payment estimates until such time as the CONTRACTOR submits the required update submittal.

PART 5 - PAYMENT FOR PROJECT CONTROL SCHEDULE

- A. Project Control Schedule will be paid for at a lump sum price, as bid by the CONTRACTOR.
- B. The lumps sum price paid for the Project Control Schedule shall include full compensation for furnishing all labor, materials (including computer and software), tools, equipment and incidentals, and for doing all of the work involved in preparing, furnishing, updating, statusing and revising the Project Control Schedule.
- C. Payments for Project Control Schedule will be based on the lump sum value bid for this item and will be made as follows:
 - 1. Submittal and Acceptance of Preliminary Project Control Schedule.....**10%**
 - 2. Submittal and Acceptance of Project Control Schedule Baseline.....**40%**
 - 3. The remaining **50%** shall be prorated equally over the remaining months of the project from the Acceptance Date of the Project Control Schedule Baseline to the Contract Completion Date. (CCD).

PART 6 - ATTACHMENTS

- A. DISTRICT-WBS (Project Specific)
- B. Example Reports
 - 4.7 .A Time Scaled Logic Diagram - D Size
 - .B Bar Chart - D Size
 - .C Bar Chart - A Size
 - .D Histogram - A Size
 - .E Predecessor/Successor Report
 - .F Activity Listing by Activity ID
 - .G Activity Listing by Responsibility
 - .H Constraints and Open Ends Listing
 - .I Identification of Lags
 - .J Narrative Reports
 - .K Submittal/Procurement Status Report
 - .L Bid Item Listing
- 4.11 .D.5 Target Comparison Report

END OF SECTION 01310

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**PRIMAVERA PROJECT PLANNER
-----ACTIVITY CODES DICTIONARY-----**

**SECTION 01310 - PROJECT CONTROL SCHEDULE SPECIFICATIONS
ATTACHMENT A - DISTRICT WBS CODE FIELDS FOR USE IN SCHEDULES**

EXAMPLE

CODE	VALUE	TITLE	SEQUENCE
PHAS	Project Phase		
	G	General Conditions	1
	M	Mobilization	2
	S	Submittals	3
	P	Procurement	4
	C	Construction	5
	T	Testing	6
	F	Finalize & Closeout project (This character is used as the first character of the DISTRICT activity ID in the DISTRICT Construction Management schedule)	7
DIST	District Construction Management Activities (PROJECT SPECIFIC)		
	G001	Notice of Acceptance of Proposal	
	G005	Pre-construction Conference	
	G010	Contract Start Date (CSD)	
	G099	Contract Completion Date (CCD)	
	M000	Field Mobilization	
	M005	Secure Contractor Furnished Permits	
	S00-P	SUBMIT - Preliminary Project Control Schedule	
	S00-B	SUBMIT - Project Control Schedule (BASELINE)	
	S01-1	SUBMIT - Trench Shoring Plan	
	S01-2	REVIEW - Trench Shoring Plan	
	S01-3	APPROVE - Trench Shoring	
	S02-1	SUBMIT - Precast Vaults	
	S02-2	REVIEW - Precast Vaults	
	S02-3	APPROVE - Precast Vaults	
	S02-4	PROCURE - Precast Vaults	
	S02-5	DELIVER - Precast Vaults	
	S03-1	SUBMIT - Butterfly Valves	
	S03-2	REVIEW - Butterfly Valves	
	S03-3	APPROVE - Butterfly Valves	
	S03-4	PROCURE - Butterfly Valves	
	S03-5	DELIVER - Butterfly Valves	
	S04-1	SUBMIT - A. R. & V. Valves	
	S04-2	REVIEW - A. R. & V. Valves	
	S04-3	APPROVE - A. R. & V. Valves	
	S04-4	PROCURE - A. R. & V. Valves	

**PRIMAVERA PROJECT PLANNER
-----ACTIVITY CODES DICTIONARY-----**

**SECTION 01310 - PROJECT CONTROL SCHEDULE SPECIFICATIONS
ATTACHMENT A - DISTRICT WBS CODE FIELDS FOR USE IN SCHEDULES**

EXAMPLE

CODE	VALUE	TITLE	SEQUENCE
	S04-5	DELIVER - A. R. & V. Valves	
	S05-1	SUBMIT - Blow-Off Assembly	
	S05-2	REVIEW - Blow-Off Assembly	
	S05-3	APPROVE - Blow-Off Assembly	
	S05-4	PROCURE - Blow-Off Assembly	
	S05-5	DELIVER -Blow-Off Assembly	
	S06-1	SUBMIT - Steel Casing for Bores	
	S06-2	REVIEW - Steel Casing for Bores	
	S06-3	APPROVE - Steel Casing for Bores	
	S06-4	PROCURE - Steel Casing for Bores	
	S06-5	DELIVER - Steel Casing for Bores	
	S07-1	SUBMIT - Concrete & Rock Sources	
	S07-2	REVIEW - Concrete & Rock Sources	
	S07-3	APPROVE - Concrete & Rock Sources	
	S08-1	SUBMIT - Pipe Joint Details	
	S08-2	REVIEW - Pipe Joint Details	
	S08-3	APPROVE - Pipe Joint Details	
	S09-1	SUBMIT - Pipe Lay Sheets	
	S09-2	REVIEW - Pipe Lay Sheets	
	S09-3	APPROVE - Pipe Lay Sheets	
	S10-1	SUBMIT - Fittings	
	S10-2	REVIEW - Fittings	
	S10-3	APPROVE - Fittings	
	S10-4	PROCURE - Fittings	
	S10-5	DELIVER - Fittings	
	S11-1	SUBMIT - Traffic Control Plan	
	S11-2	REVIEW - Traffic Control Plan	
	S11-3	APPROVE - Traffic Control Plan	
	S12-1	SUBMIT -Cathodic Protection Materials	
	S12-2	REVIEW - Cathodic Protection Materials	
	S13-4	PROCURE - 30" Dia Pipe	
	S13-5	DELIVER - 30" Dia Pipe	
	S13-4	PROCURE - 54" Dia Pipe	
	S13-5	DELIVER - 54" Dia Pipe	
	C001	Clear & Grub	
	C010	Unload & String Pipe	
	C015	Trench, Lay & B=fill Pipe - Sta 82+40 to 102+20	
	C020	Jack & Bore Pipe - Sta 102+20 to 102+60	
	C025	Trench, Lay & B=fill Pipe - Sta 102+60 to 162+00	

PRIMAVERA PROJECT PLANNER
-----ACTIVITY CODES DICTIONARY-----

SECTION 01310 - PROJECT CONTROL SCHEDULE SPECIFICATIONS
ATTACHMENT A - DISTRICT WBS CODE FIELDS FOR USE IN SCHEDULES

EXAMPLE

CODE	VALUE	TITLE	SEQUENCE
C030		T, L & B=fill Drop Pipe @ Sta 162+00 to 163+00	
C035		Trench, Lay & B=fill Pipe - Sta 163+00 to 185+88	
C040		Jack & Bore Pipe - Sta 185+88 to 186+48	
C045		Trench, Lay & B=fill Ppe - Sta 186+48 to 210+00	
C050		Jack & Bore Pipe - Sta 210+00 to 210+45	
C055		Trench, Lay & B=fill Pipe - Sta 210+45 to 264+30	
C060		Jack & Bore Pipe - Sta 264+30 to 267+50	
C065		Trench, Lay & B=fill Pipe - Sta 267+50 to 305+80	
C070		Jack & Bore Pipe - Sta 264+30 to 267+50	
C075		Trench, Lay & B=fill Pipe - Sta 308+50 to 332+90	
C080		Trench, Lay & B=fill Pipe - Sta 332+90 to 355+00	
C085		Trench, Lay & B=fill Pipe - Sta 344+10 to 346+80	
C087		Steel Casing - Sta 344+10 to 346+80	
C090		Trench, Lay & B=fill Pipe - Sta 346+80 to 353+00	
C095		Conc Enc Pipe @ Sta 332+90 to 353+00	
C100		T,L,B=fill Pipe & Tie-in Pipe @ Sta 353+00 to 353+93	
C105		Install Blow-off Assemblies	
C110		Install Valves	
C115		Landscape Restoration	
C120		Pavement Restoration	
C125		Clean-up & Punch List	
T130		Hydrostatic Testing	
M135		De-mobilize	