

FILING INSTRUCTIONS

THE COMPLETED SCHEDULE MUST BE APPROVED BY VDOT PRIOR TO PAYMENT OF THE FIRST ESTIMATE, NO CONSIDERATION IS TO BE GIVEN FOR ANTICIPATED SHUTDOWN TIME IN THE PREPARATION OF THE SCHEDULE.

This schedule shall define the contract work by major components and indicate the anticipated progress in percentages for each time period using accumulative totals, based on the dollar value of work to be performed on each. The Contractor shall submit, with the schedule, an itemized breakdown, showing the various contract items and costs that have been included under each component. When an item is distributed under more than one component, the itemized breakdown is to list the item and the proportionate cost for each component.

Column 1 **Contract Time:** For a fixed date project, show the name of each month within the contract time limit. The first month is to be from the date by which the Contractor is to proceed with construction until the first monthly estimate date and the name of the month is to correspond with the estimate month. The last month is to be from the last monthly estimate date to the Time Limit date and the name of the month is to be the Time Limit date.

E X A M P L E:

Contractor-Austin Construction Co.
Time Limit-September 1, 1999
Notified to Proceed on-April 15, 1996
First Month-May, 1996 (4-15-96 thru 5-4-96)
Last Month-September 1, 1999 (8-5-99 thru 9-1-99)

For Calendar Day projects, show the number of calendar days within the contract time limit in 30-day increments. (Example: 110 day Time Limit-30, 60, 90, 110)

- Column 2 **Clearing and Grubbing:** This component includes clearing and grubbing and demolition items.
- Column 3 **Grading:** This component includes regular excavation, borrow excavation, pipe, box culverts, except those having "B" designations, retaining walls, drop inlets and other minor drainage structures.
- Column 4 **Select Material and Subbase:** This component includes select material and all subbase, including soil cement if it is being placed as a subbase.
- Column 5 **Base:** This component includes all types of base courses, including portland cement concrete pavement base when a bituminous concrete pavement is placed on top for the riding surface.
- Column 6 **Surface:** This component includes all types of surfaces that will form the finish surface for travel.
- Column 7 **Culverts and Bridges:** This component includes all bridge structures and box culverts having "B" designations.
- Column 8 **Miscellaneous Items:** This includes all items in the contract not listed in Columns 2 through 7.
- Column 9 **% Total Progress:** Show the total percent of contract anticipated to be completed for each time period, using accumulative totals.

At the bottom of the columns, show the nearest dollar, the total value of each component and the contract value. The sum of the values of the various components is to equal the total contract value, subject to allowance for rounding components to nearest dollar.