

SiteManager Issues

Issue Title: Notice to Proceed Date Definition

Issue Number: C-004

Short Description

The Department issues a Notice to Proceed (NTP) to the contractor once all contract documents have been fully executed. This notifies the contractor that with the issuance of the NTP he can commence work after proper notice to the Department or if contractor has not started work by the NTP date, the contract time will begin.

Problem Statement

SiteManager requires that the Notice to Proceed date be entered prior to the generation of the first estimate for the contract.

Once the contract has been activated within SiteManager and the Notice to Proceed date has been entered any work done by the contractor, either on a Daily Work Report or the receipt of Stockpile Materials can be reflected in an estimate. An estimate can be generated to cover all work done from either the date of NTP or actual work start date to the date of the estimate.

In our current process the NTP date is reported separately from the start of time and start of work. SiteManager only includes the NTP date as a process date for estimate generation.

Problem is how do we handle this date in SiteManager?

Recommend Resolution

It is recommended that we enter the Notice to Proceed date as the date on which we actually issued the Notice or the date that the contractor actually started work, which ever is less.. This would indicate that allowable charges could be made against the contract. Other date fields within SiteManager will be setup as “Key Dates” to record the dates for issuance of NTP, start of work and start of contract time.

Resolution Implemented

Date: _____

Approved by: _____