

D4 Local Program Gazette



LAP Schedule Template 7.12



August 27, 2012

Changes to the standard LAP Schedule Template

The standard LAP schedule template has been evolving for the last couple of years. Now, the template has taken a big step forward in logic, accuracy, and consistency. This article is designed to be a comprehensive summary of the changes to the template.

General Comments:

- Schedule template modified to be more consistent with the other FDOT templates
- Lots of new “work packages” created to help with schedule discovery
- Every schedule must be discovered by you and your LAP Coordinator during “Project Planning and Programming” so that it reflects an accurate work effort
- **New** items added to help all of us through the process
- “Discovery” means that the standard schedule template is tailored to a specific project. Activities are added or deleted and some activity durations may be modified to reflect the true project needs.
- All projects have been “retrofitted”. This has caused some “schedule distress” for projects with PRODUCTION within the next 12 months. Work with your LAP Coordinator to update your schedules.
- There are two activities that are “constrained”; the date does not change with float.



Figure 1 – general pre-construction project development work flow

Preliminary and LAP Certification Submittal Activities:

- **New** FDOT Verifies Scope of Work
- **New** FDOT Verifies Funding and Project Limits
- **New** FDOT Initial Contact with Agency
- **New** Agency prepares and submits LAP Certification

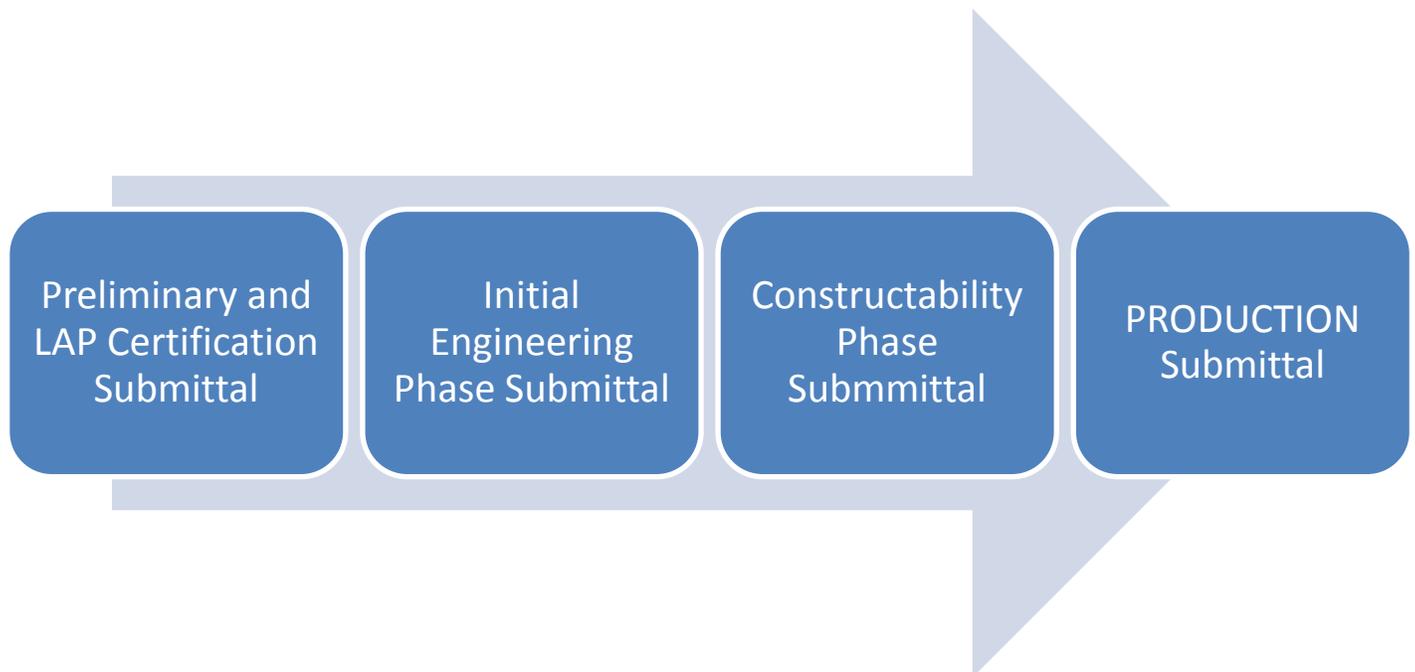


Figure 2 – pre-construction phase submittals

Initial Engineering Activities:

- **New** review item for Right of Way Office
- No change to schedule update item for FDOT Environmental Office
- **New** OPTIONAL ERC review for critical projects
- Removed LAP Certification Submittal item (moved to Preliminary)
- **New** Typical Section activities – delete for off-system projects
 - Agency Prepare and Submit Typical Sections Package (SHS Only)
 - FDOT Review and Approve Typical Section Package (SHS Only)
- **New** activity for Agency responds to comments
 - no time added to overall schedule
 - concurrent with Agency Prepares Constructability Plans

Constructability Engineering Activities:

- ERC review – no change
- Agency Responds to ERC review comments item duration reduced to 40 days

PRODUCTION:

- **New** milestone item - same as FDOT projects
- Constrained activity (date does not change with float)
- Float is shown in months
- This milestone gets **tracked**
- Predecessors to Production activities:
 - Agency Submits Production Package (1 day)
 - FDOT reviews Production Package (15 days)
 - **Production** (1 day)

Certification:

- **Advanced** in schedule to begin immediately after the Kickoff
- Prepare Certification package duration is 60 days
- Agency submits Certification with Preliminary Submittal
- **New** “Agency Revises Project-Specific Certification”
- All revised Certification materials due by Initial Engineering

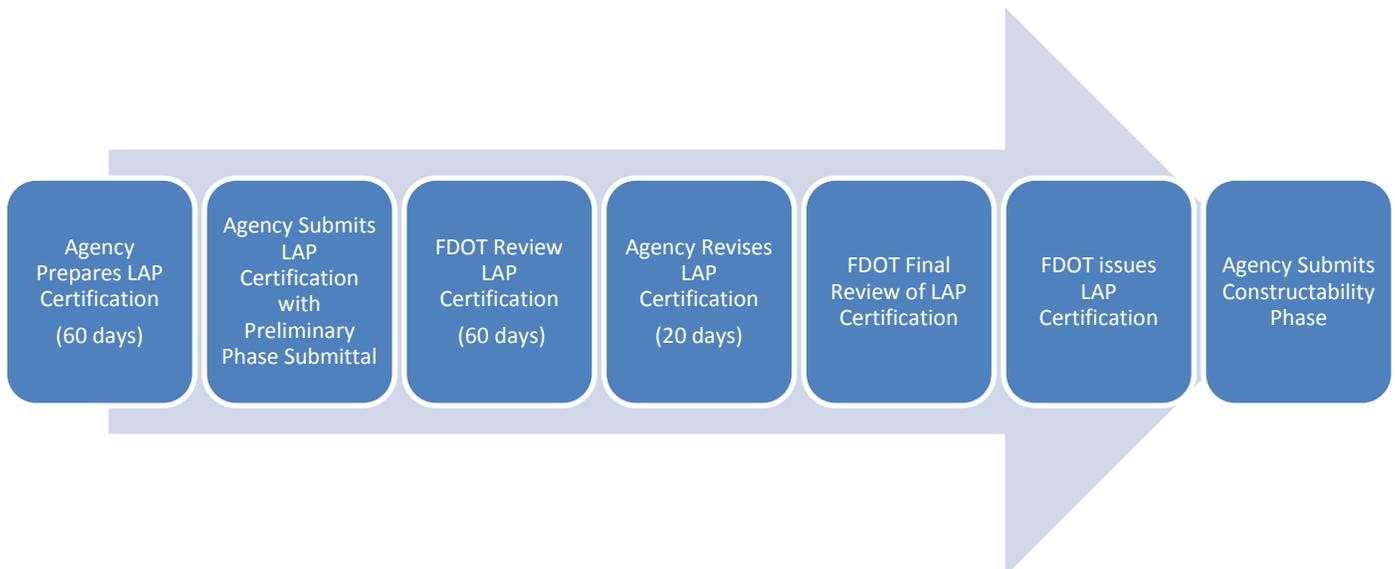


Figure 3 – project-specific LAP Certification activities

Environmental

- **New** Two Tracks have been created. FDOT Environment Management Office advises which path is needed, and the other option is simply deleted from the schedule.
 - Track 1 is the “normal” path where the Agency prepares an Environmental Memo
 - Track 2 is used for complex projects that need CRAS, 4(f), SHPO or other Federal coordination efforts and more complex Environmental documentation
- **New** “FDOT PLEM Notifies Need for Environmental Documents”
- **New** activity to hire specialized Environmental consultant for complex, Track 2 projects
- 180 days (9 months) for Environmental coordination (complex; Track 2)

Encumbrance activities:

- **New** FDOT Encumbrance Process (5 days)
- Encumbrance activity duration reduced to **1 day** (constrained milestone)
- This milestone gets **tracked**
- Float for Encumbrance is shown in months
- **New** Agency Signs and Returns LAP Agreement (60 days)
- **New** FDOT Encumbers funds for CEI Other Agency (phase 68) – same time as Encumbrance (phase 58) (constrained milestone)

Post-Encumbrance Activities:

- **New** “Agency Prepares Project Advertisement” (15 days)
- **New** “Agency project Advertisement” (15 days)
- **New** “Agency Opens Bids and Notifies FDOT of Results” (20 days)
- Agency Commission Approval duration increased to 20 days
- Agency issues NTP to contractor increased to 15 days
- Agency Breaks Ground increased to 5 days
- Renamed activity: Agency Submits Construction and CEI Invoices