

# Project 10 Day Target Advertising Schedule - Deadlines

Wk	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1		<p><u>Region Project Management Team</u> Send completed advertising To Pre-Construction Engineer for Review before the signing of the Plans.</p>		<p><b>12:00 Noon</b> <u>Region Project Management Team</u> Deadline to send email that project is ready to advertise (to Program Finance &amp; Const Advertising)</p> <p>Deadline for Region to submit funding request for R-709 and prepare T-725 to Program Finance.</p> <p>UDOT business system update reminder:</p> <ol style="list-style-type: none"> <li><u>ProjectWise</u> – All documents are in ProjectWise &amp; 'Marked for Advertising'</li> <li><u>PDBS</u> – All information is entered, &amp; Engineer's Estimate is final</li> <li><u>ePM</u> <ul style="list-style-type: none"> <li>505 estimate matches values in PDBS Engineer's Estimate</li> <li>505 Cash Flow Updated</li> <li>510 'Submit f/Adv Date' updated</li> </ul> </li> </ol>	<p><b>12:00 Noon</b> <u>Program Finance Team</u> Deadline to prepare T-725/R-709's Funding Authorization forms; obtain UDOT approval signatures; send project advertising approval documents (to FHWA)</p> <p><u>FHWA Utah Division</u> Review and obtain approval signatures</p>		
2		<p><b>12:00 Noon</b> <u>Const Advertising Team</u> Deadline to update PDBS for projects advertising this Saturday</p>					<p>Project Advertisement Notice published at <a href="http://www.utahiegals.com/">http://www.utahiegals.com/</a></p>