

Form CEM-2701 (Old HC-146)

FORM
CEM 2701
(REV. 7-79)

JOB
STAMP

WEEKLY STATEMENT OF WORKING DAYS

File Index No. 27
REPORT NO.

To _____ Contractor

The following statement shows the number of working days charged to your contract for the week ending _____ 19_____

Date	Day	Weather, Weather Conditions, or Other Conditions (Note 1)	Working Day	Non-Working Days Caused by Weather	Working Days No Work Done on Controlling Operation (Note 2)
	Mon.				
	Tu.				
	Wed.				
	Thur.				
	Fri.				
Days this week					
Days previously reported					
Total days to date					

TIME EXTENSIONS	CCO Numbers (Note 3)	Days Approved	
		CCO	Other
Days This Report			
Days Previously Reported			
Total days to date			

COMPUTATION OF EXTENDED DATE FOR COMPLETION	Number of Days	Numbered Day (Note 5)	Date
1. Date Contract approved by Attorney General			
2. Working days specified in contract			
3. COMPUTED DATE FOR COMPLETION (if all days specified are workable)			
4. Total time extension days approved to date (CCO plus other)			
5. Total non-working days to date (Note 4)			
6. Sub Total (Line 4 Plus Line 5)			
7. EXTENDED DATE FOR COMPLETION (Line 3 Plus Line 6)			
8. Revised Working days for contract (Line 2 Plus Line 4)			
9) Total working days to date			
10) WORKING DAYS REMAINING (line 8 minus line 9)			

Controlling Operation(s)

REMARKS (Note 6) (Continues on reverse)

The Contractor will be allowed fifteen (15) days in which to protest in writing the correctness of the statement; otherwise the statement shall be deemed to have been accepted by the Contractor as correct. NOTE: All footnotes are on reverse side.

Resident Engineer

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

Distribution: (1) Original-Contractor (2) Copy-local agency RE Project File

INSTRUCTIONS TO LOCAL AGENCY RESIDENT ENGINEER
for Form CEM-2701

Procedures:

1. When recording non working days due to weather, state the reason why the day is unworkable when the weather description itself does not adequately describe conditions. For example, "Clear -- wet grade" to describe conditions when the weather was clear, but the grade is too wet to work. Do not list days merely as "Unworkable."
2. Enter days on which no productive work has been performed on the controlling operation(s) for reasons other than weather.
3. List numbers of contract change orders providing for time extensions.
4. Do not include non working days which occur after expiration of the Extended DATE OF COMPLETION. On contracts that are overtime, the total under WORKING DAYS shall not be greater than the total of REVISED WORKING DAYS, (Line 8). After approved total of working days has been reached, continue recording working and non working days but do not add into the totals. Make statement under REMARKS that WORKING and NON WORKING days are shown for record only since the contract time has elapsed.

If an extension of time is subsequently approved, determine the new Extended DATE by taking into account all non working DAYS.

5. Use the calendar issued by headquarters Construction with working days numbered for convenience in computations. Internet address: <http://www.dot.ca.gov/hq/construc>.
6. Time extensions are to be explained under REMARKS and the following information is to be included:
 - (a) Cause of delay and specification reference under which approval was granted
 - (b) Statement as to what controlling operation or operations are being delayed and to what extent
 - (c) Dates for which the extension was granted
 - (d) Reference to supporting data