

PROJECT SCHEDULE BRIDGE (VERSION 3.0.0) INSTRUCTIONS

Project Schedule (Bridge) is an Excel Worksheet created using *Microsoft office 2003 Professional or Microsoft Excel 2003*. This version consists of project Schedule as well as Progress reports for On-System, Off-System and Non-System bridges. The initial XML file used in this project schedule is created by the Proposal program.

(Note: No illegal characters such as "&" be used in the project name of proposal file else it will give parsing error.)

I. HOW TO DOWNLOAD THIS EXCEL FILE FOR YOUR PROJECT?

Download the **Field Inspection & Report Submission Schedule** file from our webpage at <http://www.state.nj.us/transportation/eng/structeval/downloads.shtm>. After the download is complete, change the name of this file as:

GGGG_YYYYMMDD_PSNN_XX.xls

where, **GGGG** are the four to five characters of **Group Number** (e.g., **21B7**)

YYYYMMDD is the current **Submission Date** of this schedule (e.g., **20070131**)

PS stands for Project Schedule

NN indicates the **Project Agreement, Mod/Add.** (e.g. "00" for Original Agreement)

XX indicates the **Submission Sequence Number** (e.g., **01, 02...**)

(Note: This name must be **UNIQUE**. The same method is used for naming exported XML files, except extension is changed from ".xls" to ".xml".)

II. WHAT TO DO WITH THIS EXCEL FILE?

The Excel file contains three main sections, shown and described below:

Button Bar Section: Performs actions necessary to complete the spreadsheet.

Project Schedule	On-System Progress	Off-System Progress	Non-System Progress	ADD Row	DELETE Row	SORT List	EXPORT .xml	IMPORT .xml	PRINT Preview
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Project Information Section: Information common for all inspections in the project.

Project*	ABC					FOR STATE USE ONLY			
Consultant*	ABC					PDF CD Received by State			
Agreement*	2011BIxxxx	*Agreement Date	1/1/2001			Working Files CD Received by State			
Group*	GGGG	*Modification/Addendum Code	00			Database CD Received by State			
Total Insp:	1	Modification/Addendum Date				Final Invoice Received by State			
* Required Fields		This Progress Report Date				This Submission Number			

Inspection Schedule Section: Contains one row for each inspection in the project.

Insp Type	Route	Structure Number	Previous Insp Date	Approved Inspection Date	Actual Inspection Date	Initial PDI Submission Date	Prelim and/or 90Days PDI Sub Date	Approved Prelim. Report Submission Date	Actual Prelim. Report Received by State	State Comments Received by Consultant	Final PDI Submission Date	Final Report Received by State	Insp Equip/ MOT/ Diving Services Required	Remarks
A*	B*	C*	D*	E*	F	G	H	I*	J	K	L	M	N	O
Regular	xx	xxxxxxxx	1/1/2001											

On-System Project progress sheet:

Project Schedule	On-System Progress	Off-System Progress	Non-System Progress	ON-SYSTEM PROGRESS REPORT										Print Preview				
Project	ABC													Progress Report Date	1/0/1900			
Consultant	ABC													Notice to Proceed Date	1/0/1900	This Submission No.	0	
Agreement	2011Blxxxx													Preliminary Reports Due Date	1/0/1900	On Sys Federal Job No.		
Group	GGGG													Final Reports Due Date	1/0/1900	On Sys State Job No.		
Total On Sys Inps	1	Modification/Addendum Code												1/0/1900	Authorized Time Extension Date	1/0/1900		
PROJECT PROGRESS FOR ON-SYSTEM																		
INSPECTION RELATED TASK																		
Estimated 0.00 Completed 0.00% of Overall #DIV/0! # of Insp. 0 Regular 1 Other 0																		
(Field, Calculation, & Report Writing)																		
Insp Type	Route	Structure Number	Field Inspection (Mobilization & Field)				Computation (Calculations)				Report Writing (Cadd, Prelim. & Final Rpts)				Percent Total Overall Project Completed (%)	Misc1	Misc2	
			Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)	Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)	Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)				
A	B	C	D_Hrs	D	E	F	G_Hrs	G	H	I	J_Hrs	J	K	L	M	N	O	
Regular		xxxxxxxx	0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	#DIV/0!			
Total			0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	#DIV/0!			

Off-System Project progress sheet:

Project Schedule	On-System Progress	Off-System Progress	Non-System Progress	OFF-SYSTEM PROGRESS REPORT										Print Preview							
Project	ABC													Progress Report Date		1/0/1900					
Consultant	ABC													Notice to Proceed Date		1/0/1900		This Submission No.		0	
Agreement	2011Blxxxx													Preliminary Reports Due Date				Off Sys Federal Job No.			
Group	GGGG													Final Reports Due Date		1/0/1900		Off Sys State Job No.			
Total Inps	1													Authorized Time Extension Date		1/0/1900					
PROJECT PROGRESS FOR OFF-SYSTEM																					
INSPECTION RELATED TASK																					
(Field, Calculation, & Report Writing)																					
Estimated						Completed						Overall									
0.00						0.00%						of #DIV/0!									
												# of Insp.									
												Interim									
												Regular									
												Other									
												0									
												0									
												0									
Insp Type	Route	Structure Number	Field Inspection (Mobilization & Field)				Computation (Calculations)				Report Writing (Cadd, Prelim. & Final Rpts)				Percent Total Overall Project Completed (%)	Misc1	Misc2				
			Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)	Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)	Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)							
A	B	C	D_Hrs	D	E	F	G_Hrs	G	H	I	J_Hrs	J	K	L	M	N	O				
			0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	#DIV/0!	#DIV/0!					
Total			0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	#DIV/0!	#DIV/0!					

Non-System Project progress sheet:

Project Schedule	On-System Progress	Off-System Progress	Non-System Progress	NON-SYSTEM PROGRESS REPORT										Print Preview					
Project		ABC												Progress Report Date		1/0/1900			
Consultant		ABC												Notice to Proceed Date		1/0/1900			
Agreement		2011Blxxxx												Preliminary Reports Due Date		1/0/1900			
Group		GGGG												Final Reports Due Date		1/0/1900			
Total Inps		1												Authorized Time Extension Date		1/0/1900			
PROJECT PROGRESS FOR NON-SYSTEM														Estimated		Completed		Overall	
INSPECTION RELATED TASK														0.00		0.00%		of #DIV/0!	
(Field, Calculation, & Report Writing)														# of Insp.		0		0	
														Regular		Other		0	
Insp Type	Route	Structure Number	Field Inspection (Mobilization & Field)				Computation (Calculations)				Report Writing (Cadd, Prelim. & Final Rpts)				Percent Total Overall Project Completed (%)	Misc1	Misc2		
			Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)	Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)	Estimated Hours of Overall Project	Estimated Percentage of Overall Project (%)	Part of This Task Completed (%)	Part of Overall Project Completed (%)					
A	B	C	D_Hrs	D	E	F	G_Hrs	G	H	I	J_Hrs	J	K	L	M	N	O		
Total			0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	0.00	#DIV/0!		#DIV/0!	#DIV/0!				

Instructions:

1. The FIRST step is to import .XML Proposal file by clicking on this button:
2. Input appropriate dates and other relevant data in the cells that are not locked.



Note: DO NOT enter any data in the shaded red area marked “**FOR STATE USE ONLY**”.

3. After completing the **Project Information Section**, complete the **Inspection Schedule Section**. Each separate inspection will require its own row.
4. The **Initial XML data file** is created by the NJDOT Proposal Program given by the Department.

III. HOW TO CREATE AN XML DATA FILE USING EXCEL SPREADSHEET?

Once all required information has been entered in the Excel spreadsheet, generate an **XML** data file for State submission using following instructions:

- a. Create **XML** data file for your Project Schedule by clicking the Button.
- b. The **XML** file is saved as same name as Excel file except with **.xml** extension:



GGGG_YYYYMMDD_PSNN_XX.xml

where, ***GGGG*** is the four character Group Number (e.g., ***21B7***)

YYYYMMDD is the current submission date in this schedule (e.g. ***20090215***)

PS stands for Project Schedule

NN indicates the **Project Agreement, Mod/Add.** (e.g. “00” for Original Agreement)

XX indicates the Submission Sequence Number (e.g., ***01, 02...***)

(Note: This name must be **UNIQUE**.)

- c. Email this **XML** data file as an attachment to the Department Project Manager.
Include file name in the subject of this email.

Note: See sample below.

New Jersey Department of Transportation
Structural Evaluation Unit
PROJECT SCHEDULE
 (To be submitted every 6 months, March & September, after Notice to Proceed)

Bridge Group XXXXX Inspection Proposal														
Project*		Consultant		*Notice to Proceed Date		FOR STATE USE ONLY								
Agreement*		ABC Consultant		*Preliminary Reports Due Date		PDF CD Received by State								
Group*		2011B1xxx		*Agreement Date		Working Files CD Received by State								
Total Inps		xxxxx		*Modification/Addendum Code		Database CD Received by State								
* Required Fields		31		*Modification/Addendum Date		Final Invoice Received by State								
		This Progress Report Date												
Insp Type	Route	Structure Number	Previous Insp Date	Approved Inspection Date	Actual Inspection Date	Initial PDI Submission Date	Prelim. and/or 90 Days PDI Sub Date	Approved Prelim. Report Submission Date	Actual Prelim. Report Received by State	State Comments Received by Consultant	Final PDI Submission Date	Final Report Received by State	Insp Equip/ MOT/ Diving Services Required	Remarks
A*	B*	C*	D*	E*	F	G	H	I*	J	K	L	M	N	O
UW	80	0226164	5/19/2009											
UW	46	1607168	5/12/2009											
Regular	80	0226152	5/12/2009											
Regular	80	0226164	5/19/2009											
Regular	1-9	0703151	5/18/2009											
Regular	22	0718152	5/28/2009											
Regular	78	0725161	5/7/2009											
Regular	280	0731156	8/6/2010											
Regular	280	0731157	5/1/2009											
Regular	280	0731158	6/30/2009											
Regular	280	0731159	4/28/2009											
Regular	280	0731160	5/21/2009											
Regular	139	0904151	6/1/2009											
Regular	1-9T	0906156	5/11/2009											
Regular	1-9T	0906158	6/2/2009											
Regular	7	0910154	4/30/2009											
Regular	495	0917164	6/3/2009											
Regular	27	1218152	7/30/2009											
Regular	440	1232157	9/23/2009											
Regular	440	1232158	7/17/2009											
Regular	10	1401161	8/17/2009											
Regular	23	1405156	4/30/2009											
Regular	46	1409157	4/30/2009											
Regular	287	1420186	8/10/2009											
Regular	46	1607168	5/12/2009											
Regular	287	1812158	8/24/2009											

Project Schedule

1 of 2

4/18/2011

(To be submitted every month, along with Invoice)

4/18/2011

XML Sample

```
<?xml version="1.0" encoding="UTF-8" standalone="yes" ?>
- <root>
- <project_info>
  <project_name>Bridge Group XXXXX Inspection Proposal</project_name>
  <consultant>ABC Consultant</consultant>
  <agreement>2011BIxxx</agreement>
  <group_number>xxxxx</group_number>
  <agreement_date />
  <mod_add_code />
  <mod_add_date />
  <ntp_date />
  <preliminary_reports_date />
  <final_reports_date />
  <auth_time_ext_date />
  <pdf_cd_received_date />
  <work_files_cd_received_date />
  <database_cd_received_date />
  <final_invoice_received_date />
  <progress_report_date />
  <submission_number />
</project_info>
- <schedule_row>
  <insp_type>UW</insp_type>
  <userbrdg_route>80</userbrdg_route>
  <bridge_structure_number>0226164</bridge_structure_number>
  <on_off_system>1</on_off_system>
  <previous_insp_date>2009-05-19</previous_insp_date>
  <app_insp_date />
  <actual_insp_date />
.
.
  <onsys_report_writing_overall>u</onsys_report_writing_overall>
  <onsys_this_insp_overall>0</onsys_this_insp_overall>
  <onsys_remarks />
</onsys_row>
- <offsys_row>
  <offsys_insp_type />
  <offsys_userbrdg_route />
  <offsys_bridge_structure_number />
  <offsys_field_insp_estimated />
  <offsys_field_insp_completed />
  <offsys_field_insp_overall />
  <offsys_calc_estimated />
  <offsys_calc_completed />
  <offsys_calc_overall />
  <offsys_report_writing_estimated />
  <offsys_report_writing_completed />
  <offsys_report_writing_overall />
  <offsys_this_insp_overall />
  <offsys_remarks />
</offsys_row>
- <nonsys_row>
  <nonsys_insp_type />
  <nonsys_userbrdg_route />
  <nonsys_bridge_structure_number />
  <nonsys_field_insp_estimated />
  <nonsys_field_insp_completed />
  <nonsys_field_insp_overall />
  <nonsys_calc_estimated />
  <nonsys_calc_completed />
  <nonsys_calc_overall />
  <nonsys_report_writing_estimated />
  <nonsys_report_writing_completed />
  <nonsys_report_writing_overall />
  <nonsys_this_insp_overall />
  <nonsys_remarks />
</nonsys_row>
</root>
```