

SAMPLE LABOR HOUR MATRIX
HARVEST WATER PROGRAM

	KEY TEAM MEMBERS								LEAD TEAM MEMBERS							OTHER TEAM MEMBERS						CADD AND PRODUCTION				TOTAL PRIME HOURS	SUBCONSULTANTS		TOTAL SUBCONSULTANT HOURS	TOTAL HOURS
	Project Manager	Design Manager	Project Engineer 1	Project Engineer 2	Project Engineer 3	Project Engineer 4, etc.	BIM Manager	Scheduler	Process	Civil	Structural	Mechanical	Electrical	I&C	Commissioning	Process	Civil	Structural	Mechanical	Electrical	I&C	Senior CADD	CADD	Project Controls	Admin		SUBCONSULTANT 1	SUBCONSULTANT 2		
Phase 1 - Planning																														
<i>Task 1 - Project Management and BODR Confirmation Tasks</i>																														
1.01 - Project Management																														
1.02 - BODR Review and Confirmation																														
Phase 1 - Subtotal																														
Phase 2 - Design																														
2.01 - Project Management (Design Phase)																														
2.02 - Permitting Assistance																														
2.03 - Property Acquisition and Easement Assistance																														
2.04 - Public Outreach Assistance																														
2.05 - Risk Management Plan																														
2.06 - QA/QC Plan																														
2.07 - Coordination With Other Projects																														
2.08 - Survey and Mapping																														
2.09 - Utility Search and Potholing																														
2.10 - Geotechnical Investigations																														
2.10.01 - Review of Existing Data																														
2.10.02 - Field Exploration																														
2.10.03 - Laboratory Testing																														
2.10.04 - Geotechnical Reports																														
<i>2.11 - Preliminary Design Report</i>																														
2.11.01 - Construction Cost Estimate																														
2.11.02 - Preliminary Construction Schedule																														
2.11.03 - TM-1 Design Criteria																														
2.11.04 - TM-2 Trenchless Construction																														
2.11.05 - TM-3 Implementation Plan																														
2.11.06 - Preliminary Engineering Workshops																														
2.11.07 - Plan and Profile Drawings																														
2.11.08 - PDR - Draft																														
2.11.09 - PDR Review Workshop																														
2.11.10 - PDR - Final																														
2.11.11 - PDR Design Gate Workshop (Gate 2)																														
<i>Task 2.12 - Design Submittal #1</i>																														
2.12.01 - DS1 Design Kickoff Workshop																														
2.12.02 - Construction Cost Estimate																														
2.12.03 - Construction Schedule																														
2.12.04 - Drawings and Design Development																														
2.12.05 - Specifications																														
2.12.06 - Design Related Documents																														
2.12.07 - DS1 Submittal and Design Review Workshops																														
2.12.08 - Responses to Review Comments and Validation Workshop																														
2.12.09 - Constructability Review and Workshop																														
<i>Task 2.13 - Design Submittal #2</i>																														
2.13.01 - DS2 Design Kickoff Workshop																														
2.13.02 - Construction Cost Estimate																														
2.13.03 - Construction Schedule																														
2.13.04 - Drawings and Design Developmen																														
2.13.05 - Specifications																														
2.13.06 - Design Related Documents																														
2.13.07 - DS2 Submittal and Design Review Workshops																														
2.13.08 - Responses to Review Comments and Validation Workshop																														
<i>Task 2.14 - Design Submittal #3 and Bid Documents</i>																														
2.14.01 - DS3 Design Kickoff Workshop																														
2.14.02 - Construction Cost Estimate																														
2.14.03 - Construction Schedule																														
2.14.04 - Drawings and Design Developmen																														
2.14.05 - Specifications																														
2.14.06 - Design Related Documents																														
2.14.07 - DS3 Submittal and Design Review Workshops																														
2.14.08 - Responses to Comments and Validation Workshop																														
2.14.09 - Bid Set Submittal																														
Phase 2 - Subtotal																														
Phase 3 - Bid & Award																														
3.01 - Project Management																														
3.02 - Respond to Bidders' Questions																														
3.03 - Attend Pre-Bid Meeting																														
3.04 - Prepare Addenda																														
3.05 - Prepare Conformed Documents																														
Phase 3 - Subtotal																														
Grand Total																														