

Construction Finals Tracking - Late Reason Codes

Revised 11/12/2018

Choose the code(s) that best represents the core reason(s) why there is a delay in the finals process. All codes **must** be further explained in the Finals Remarks field within Project Tracking.

Code	Description	Explanation
CDLY	Contractor Delay	Use when delays occur due to the contractor not responding to inquiries; not submitting material certs or other documentation on time, etc.
CLMS	Claims	Use when a claim (other than Wage/Investigation Labor Compliance) or lien has been filed on a project.
CNQI	Construction Quality Issues/Repairs to be Addressed	Use when projects need repair, warranty issues are pending, or when additional work is needed on a project.
DLTE	Delete	Use when code is incorrectly entered and needs to be removed.
DNRP	DNR WPDES permit coverage not terminated	Use when projects with WPDES permits have not fulfilled permit requirements and/or DNR has not terminated permit coverage.
MTLS	Nonconforming Materials	Use when issues with nonconforming materials or missing QMP tests need to be resolved. Do not use when issues with staffing or waiting for material certifications.
OTHR	Other	Use for any unique circumstances. Attempt to initially use other descriptions within this document first. Whenever this code is used, describe the issue completely in the Finals Remarks field. Do not use as a catch all.
PLFC	Project Leader Delay/Final Correction Needed	Use when project leader does not turn the records in on time or when finals have been reviewed and corrections are needed or missing documents have to be submitted by the project leader.
PLST	Punch List Items to be Completed	Use when there is still minor punch list items that have not yet been completed
QMPD	QMP Deductions	Use for QMP NON Performance issues where deductions need to be applied and/or are still in dispute.
QTYD	Quantity Disputes	Use for quantity disputes with the contractor after the semi final has been sent and the 30 day period has expired.

SFST	Staff Shortages	Use when regional office staff is not available to perform timely reviews due to vacant positions or workload assignments. Whenever this code is used, describe the functional area (PDS, MATL, ERO) in the Finals Remarks field.
WCLC	Wage Claim/Investigation Labor Compliance	Use when wage claims or any investigation of labor compliance occurs.