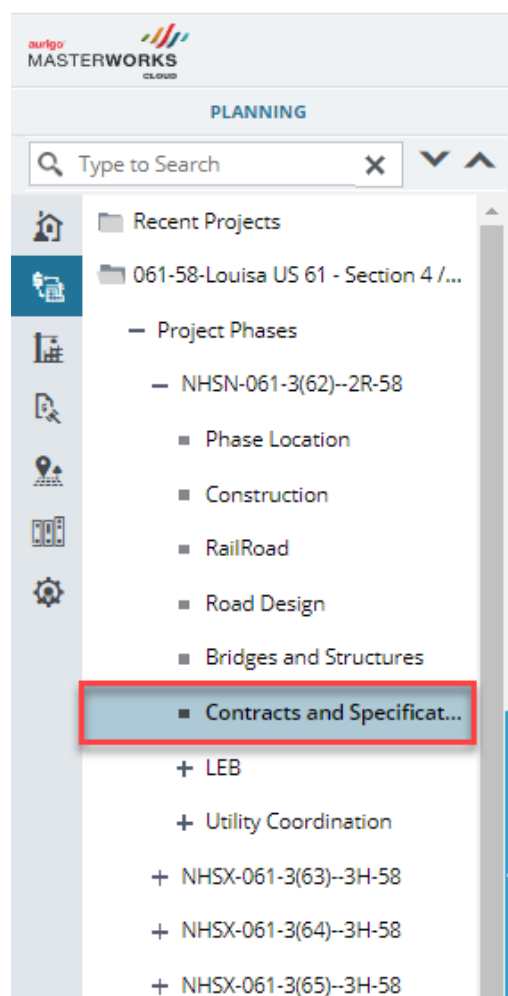


Tied Phases

Project and Program Delivery Manual
Chapter 6
Project Management Process and Lifecycle
Originally Issued: 01-06-25
Revised: 09-03-25

Phases to be tied at letting should have the tie information entered on the contracts form. Navigate and expand the phase where the tie will be created. Click on the Contracts and Specifications form.



At the top of the form, you will enter a Phase Tie Name.

Phase Tie Name : **Estimator Initials (Contracts)** :

Phase To Tie :

DS AND SS DETAILS

Number	Title
No records to display.	

After entering a name, the Phase to Tie will become active. Click on the box and a dropdown will appear. Select a phase to be tied. Only phases with the same letting date will appear for tying.

 Save  Cancel

Phase Tie Name : **Estimator Initials (Contracts)** :

Phase To Tie :

DS AND SS DETAILS

Number	Title
No records to display.	

BRF-006-1(135)--38-78

BRF-020-7(046)--38-10

BRF-030-1(211)--38-43

BRF-030-7(223)--38-57

BRF-034-3(043)--38-02

BRF-059-3(060)--38-78

To add additional phases, click into an empty area in the box again and the list will re-appear. Select another phase number.

The screenshot shows a web form with a header bar containing 'Save' and 'Cancel' buttons. Below the header, there are two input fields: 'Phase Tie Name' with the value 'Example' and 'Estimator Initials (Contracts)' which is empty. The 'Phase To Tie' field contains 'BRF-030-7(223)--38-57' and a dropdown menu is open, showing a list of phase numbers. The list includes 'BRF-006-1(135)--38-78', 'BRF-020-7(046)--38-10', 'BRF-030-1(211)--38-43', 'BRF-030-7(223)--38-57' (highlighted), 'BRF-034-3(043)--38-02', and 'BRF-059-3(060)--38-78' (highlighted). Below the dropdown, there is a section titled 'DS AND SS DETAILS' with a table that has two columns: 'Number' and 'Title'. The table is currently empty, with the text 'No records to display.' below the header.

This screenshot shows the same form as the previous one, but the dropdown menu for 'Phase To Tie' now contains two selected items: 'BRF-030-7(223)--38-57' and 'BRF-059-3(060)--38-78'. The 'Save' button in the header bar is highlighted with a red box. The 'DS AND SS DETAILS' table remains empty with 'No records to display.'

Once all the phases are selected, click Save at the top of the form.

This screenshot shows the form with the 'Save' button in the header bar highlighted with a red box. The 'Phase To Tie' field now contains both selected phase numbers: 'BRF-030-7(223)--38-57' and 'BRF-059-3(060)--38-78'. The 'DS AND SS DETAILS' table is still empty with 'No records to display.'

Masterworks will automatically add the phase tie name and fill in the Phase to Tie box on all selected phases.

Chronology of Changes to Manual Section:

6.1.7 Tied Phases

01/06/2025	NEW
07/28/2025	Chapter re-numbered.
09/03/2025	Removed Header on pages. Checked Accessibility.