

PART 1 - GENERAL

1.1 SUMMARY

- A. This section specifies administrative and procedural requirements for preparation of the summary schedule, contractor's construction schedule, monthly updates, short interval schedules and submittal schedule. The purpose of the schedules and reports is to:
1. Ensure adequate planning and execution of the Work by the Contractor.
  2. Establish the standard against which satisfactory completion of the project shall be judged.
  3. Assess the impact of any changes to the Contract
  4. Support the basis for progress payments.
- B. Float is defined as the amount of time between the earliest start date and the latest start date of an activity or chain of activities on the "Critical Path Method" (CPM) construction schedule. Float is not for the exclusive use of either the Contractor or the Owner unless otherwise identified in the Contract Documents. Extensions of time for Contract performance will be granted only to the extent that equitable time adjustments to the affected activity or activities exceed the total float time along the affected paths of the currently approved CPM at the time Notice to Proceed was issued for the change.
- C. All schedule submittals, including schedule updates, will be reviewed jointly by the Architect and the Contractor. Such review of the Contractor's schedules shall not constitute an approval or acceptance of the Contractor's construction means, methods or sequencing or its ability to complete the Work in a timely manner.

1.2 WORK INCLUDED

- A. Within fourteen (14) days after Notice to Proceed, prepare and submit a preliminary construction schedule.
- B. Prepare and submit a final construction schedule within fourteen (14) calendar days after receipt of review comments on the preliminary construction schedule.
- C. Prepare and submit a four (4) week short interval schedule weekly.
- D. Maintain schedule on-site and update weekly in red ink. If a schedule is revised, make a copy of previous schedule with updates marked in red and deliver to Architect at time of revision.

1.3 FORM OF SCHEDULES

- A. Construction Schedule: Prepare a project schedule by Critical Path Method (CPM) as approved. Show complete sequence of construction by activity, including but not limited to:
1. Date for Notice to Proceed
  2. Date for Substantial Completion
  3. Shop Drawing submittals and approvals

4. Work activities
- B. Short Interval Schedule: Prepare and update weekly a four (4)-week interval schedule. Show one (1) week of actual progress (planned vs. actual performance). Forecast three (3) weeks of start and completion dates for each activity, task or event in comparison to the prepared schedule.

1. Activities in interval schedule shall relate directly to activities in the construction schedule.

#### 1.4 UPDATES

- A. At each progress meeting, discuss the interval schedule. Any deviation from the planned schedule shall be explained by Contractor, with corrective measures to bring the progress of the Work back in line with the planned schedule.
- B. Indicate progress of the Work at each construction progress meeting by drawing a vertical line down the schedule to represent work completed to date.

#### 1.5 REVISIONS

- A. Show changes occurring since previous schedule submission, such as:
  1. Any major changes in scope
  2. Activities modified since previous submission
  3. Revised projection for progress and completion, as applicable
  4. Any other identifiable changes
- B. Provide narrative report as need to define:
  1. Problem areas, anticipated delay and impact of these on schedule
  2. Corrective action recommended and its effect

#### 1.6 SCHEDULE OF VALUES

- A. Each construction activity shall represent dollar value corresponding to the schedule of values. These activities shall be integrated into the construction schedule.

END OF SECTION