SECTION 013200C

CONSTRUCTION PROGRESS DOCUMENTATION

[---Section 013200C should be used for simple contracts for which there is still a need for a Project Schedule. It is anticipated that Projects with durations of less than 75 days would generally meet this criteria. The time frames indicated herein are presumed to be appropriate for such contracts but may be adjusted for contracts of shorter or longer durations.---]

[---For contracts with greater Work management and control requirements, Section 013200A or Section 013200B should be used. For the very simplest of contracts, Section 013200 may be omitted in its entirety and the Project Schedule provisions in the General Conditions will control.---]

[---For contracts for which the University and/or the University's contracted Construction Management firm will be assuming responsibility for the Project Schedule, Section 013200D should be used.---]

PART 1 - GENERAL

1.01 QUALIFICATIONS

The Lead Prime Contractor shall designate an individual who shall be responsible for the Project Schedule.

1.02 SCHEDULING OF WORK

A. The Lead Prime Contractor shall be responsible for scheduling of construction, and for developing, updating, and maintaining a Project Schedule as described in this Section. Other Separate Prime Contractors shall actively participate in schedule development, updating, and maintenance.

B. Separate Prime Contractors shall have their subcontractors and suppliers working on the project also contribute in developing, updating, and maintaining the Project Schedule. Subcontractor and supplier coordination shall be through their respective Separate Prime Contractor only.

C. The approved Project Schedule shall be used to manage the work, to measure the progress of the work, and to aid in evaluating time extensions.

D. The approval of the Project Schedule by the University is for assurance that the Project Schedule complies with the requirements of this Section, and that the Project Schedule approximates an acceptable general flow of the Work. Construction means and methods and management of the Work are the responsibility of the Contractors.

E. The Project Schedule shall include signature boxes for signatures by representatives of all Separate Prime Contractors, certifying acceptance of the Project Schedule. Acceptance of the Project Schedule does not relieve the Contractors of the responsibility for the accuracy of the Project Schedule and for the Contractors' obligations to meet the contractual completion date.

F. Each Separate Prime Contractor shall prosecute its Work to maintain its progress in accordance with the Project Schedule, so that no delays are caused to other Separate Prime Contractors.

G. In the event of disagreement involving the designated Lead Prime Contractor and one or more of the other Separate Prime Contractors regarding developing, updating, or maintaining the Project Schedule, determinations of the Lead Prime Contractor will control.

H. Failure by any other Separate Prime Contractor to provide full cooperation with the Lead Prime Contractor in accomplishing any Project Scheduling actions will be sufficient grounds for declaring that Contractor in default.

I. No Contractor may assert any claim whatsoever for any delay or additional costs incurred in development of the Project Schedule or any related requirement of this Section.

1.03 CONSTRUCTION PROGRESS SCHEDULE

A. Use of Manual Methods. Manual scheduling methods may be used to generate the Project Schedule. Manual scheduling methods means that hand-drawn diagrams and calculations may be used. The diagram may be a hand-drawn Critical Path Method (CPM) or Precedence Diagram Method (PDM) diagram, or a hand-drawn Gantt Chart or bar chart, as appropriate for the Project and the Work involved. Computer-generated schedules, diagrams, and calculations are also allowed.

B. Level of Detail Required. The Project Schedule shall include an appropriate level of detail to manage the Work and to evaluate the progress of the Work.

C. Reasonable Durations. Reasonable durations are to be determined by the Contractors by consideration of planned crew size/composition, and such durations shall allow the progress of activities to be accurately determined between updates periods.

D. Procurement Activities. Tasks related to the procurement of long-lead materials or equipment shall be included as separate activities in the Project Schedule. Long-lead materials and equipment are those that have a procurement cycle of over twenty-one (21) days.

E. University Activities. University and others' activities that could impact progress shall be shown. These activities include, but are not limited to: approvals, inspections, utility tie-ins, University-furnished equipment and property, and any separate Notice to Proceed (NTP) for phasing. UCC-required inspections at the various stages of construction shall be shown.

F. Responsibility. All activities shall be identified in the Project Schedule by the Separate Prime Contractor responsible to perform the work. Activities shall not belong to more than one Separate Prime Contractor.

1.04 SCHEDULE SUBMITTALS

A. Project Schedule Submission. The Project Schedule shall be submitted for approval within seven (7) calendar days after NTP. The Project Schedule submission shall contain the following items.

1. Project Schedule Diagram. The Project Schedule diagram shall depict and display the order and interdependence of activities and the sequence in which the work is to be accomplished. The diagram may be a hand-drawn Critical Path Method (CPM) or Precedence Diagram Method (PDM) diagram, or a hand-drawn Gantt Chart or bar chart. The activity name and duration shall be shown on the diagram. Dates shall be shown on the diagram for start of project, any contractually-required interim completion dates, and the contract completion date. The critical path shall be clearly shown.

2. Project Schedule Report Data. The Project Schedule shall contain, or shall be accompanied with reports that contain, Project Schedule data. Unless otherwise agreed

upon, the data shall include Activity Name, Original Duration, Remaining Duration, Early Start Date, Early Finish Date, Late Start Date, Late Finish Date, and Total Float. Actual Start and Actual Finish Dates shall be provided for those activities in progress or completed. If the project has Separate Prime Contractors, a list of all activities sorted according to Separate Prime Contractor shall be provided.

B. Finalization of the Project Schedule. The Project Schedule must be finalized and accepted and signed by all Separate Prime Contractors, and approved by the University not more than fourteen (14) calendar days after NTP. Failure to finalize the Project Schedule by that date will result in the withholding of all Contract payments until the Project Schedule is finalized.

C. Periodic Project Schedule Updates. Schedule Updates, based on the Project Schedule and all preceding Schedule Updates, and defining the current status of the work and the plan for the remaining work, shall be submitted either monthly or on an agreed-upon periodic basis. The Schedule Update submissions shall contain an updated Project Schedule Diagram and Project Schedule Report Data. All approved time extensions and change orders, and any other schedule adjustments, to include rearranging the flow of the Work and/or changing activity durations, shall be appropriately integrated.

D. Distribution of the Project Schedule and Schedule Updates. The Lead Prime Contractor shall print and distribute copies of the Project Schedule and any Schedule Updates to the University, the Professional, and all other Separate Prime Contractors. Copies shall also be posted or made available in the Project meeting room and/or temporary field office.

E. Project Schedule Required for Payment. The Contractor shall have submitted the Project Schedule submissions required as of the date of Application for Payment in order to have the Application for Payment considered for payment by the University.

1.05 SCHEDULE ADJUSTMENTS AND SPECIAL CONSIDERATIONS

A. Regaining Lost Time. If the Work is behind schedule, the Project Schedule shall be adjusted by the Contractors by revising the sequence of activities, by increasing shifts and/or manpower, and/or by other means necessary to regain lost time.

B. Schedule No Longer Applicable. If the Contractors perform the work in such a manner that the Project Schedule no longer indicates the actual logic and activity durations being employed for the Work, the Lead Prime Contractor shall develop a revised Project Schedule that reflects the actual management and prosecution of the Work.

C. Requests for Time Extensions. In the event any Separate Prime Contractor requests an extension of the contract completion date, that Contractor shall furnish a written justification based on the Project Schedule so that the University may make a determination as to whether or not an extension of time should be approved. Only delays in activities which affect critical path activities will be considered for a time extension. Actual delays that are found to be caused by the Contractor's own actions, which result in the extension of the Project Schedule, will not be a cause for a time extension. In no event will the granting of an extension of time to one Separate Prime Contractor automatically entitle any other Separate Prime Contractor to an extension of time.

D. Ownership of Float. Float available in the Project Schedule, at any time, shall not be considered for the exclusive use of either the University or any Separate Prime Contractor.

PART 2 – PRODUCTS

(Not Used)

PART 3 – EXECUTION

(Not Used)

END OF SECTION 013200C