

SECTION 01 32 15 PROGRESS SCHEDULES AND REPORTS

PART 1 - GENERAL

1.01 INITIAL PROGRESS SCHEDULE

- A.** Submit within twenty-one calendar days of award of the Contract, and not later than the date of submission of the first application for payment. Clearly identify the Project by Name and SBC Project Number on the schedule.
- B.** Outline the orderly progress of the Work as planned from the Notice to Proceed through Substantial Completion on the contractually required date. Categorize the Work by Phase (if Phases are specified), major work area, and distinct trade or team, and divide into individual activities of one month or less duration each. Provide an identifiable relationship to the schedule of values. Identify projected monthly progress, points of 50% completion and Substantial Completion, and other major milestones.
- C.** Provide a construction schedule that clearly identifies the critical path of the Work, to be used to plan and execute the Work, to measure the progress of the Work, to aid in evaluating time extensions and to provide a basis for evaluating applications for payments. Sufficient detail must be provided such that the Contractor may be able to demonstrate impact to the critical path should a project duration extension be requested.

1.02 UPDATED PROGRESS SCHEDULE

- A.** Provide a current updated progress schedule at all Progress Meetings. Schedule shall be updated as required by the project progress, at a minimum of once per month in conjunction with the submission of the payment application.
- B.** Clearly identify the Project by Name and SBC Project Number.
- C.** Format in a manner similar to the initial progress schedule, utilizing the same method, and depicting the following:
 - 1.** The initial progress schedule for the Work (original baseline).
 - 2.** The modified progress schedule including all approved time extensions. (modified baseline)
 - 3.** The actual progress of the Work through the period covered by the current Application for Payment.
 - 4.** Indicate the planned progress through Substantial Completion, including any recovery plan so that the Work will be completed on time.
- D.** Provide an analysis of the current state of the schedule.
 - 1.** Using the Schedule Performance Report form as provided in section 01 32 26.13. If the SPI is less than 0.90 provide a recovery plan in accordance with section 1.03 below.
 - 2.** Provide a narrative describing items that are ahead of schedule and behind schedule. Narrative shall also identify potential delays

1.03 – RECOVERY PLAN

- A.** When the progress of the Work lags behind the intended progress, the contractor is required to provide a recovery plan including a narrative and schedule to be reviewed by the Designer.
- B.** Clearly identify the Project by Name and SBC Project Number.
- C.** The recovery narrative shall demonstrate how they intend to complete the remainder of the Work within the Contract Time.

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- D. The recovery schedule shall be formatted in a manner similar to the updated progress schedule, utilizing the same method.
- E. If the analysis of the remaining work indicates that the Work cannot be completed within the remainder of the Contract Time, the Contractor shall provide an anticipated date of Substantial Completion and a plan demonstrating the Contractors' best effort to recover.

1.04 – LOOK-AHEAD SCHEDULE

- A. At every progress meeting provide a schedule snapshot depicting the progress of the Work over the preceding two weeks and the anticipated progress of the succeeding two weeks.
- B. Provide a narrative of any deviations from the updated progress schedule.
- C. If the contract finds that the schedule is likely to be impacted by an action or inaction out of the control of the Contractor, the Contractor shall analyze the potential impact and communicate that with the Owner and Designer in a timely manner and in accordance with the contract.

END OF SECTION