

**SECTION 01312
CONSTRUCTION SCHEDULES**

PART 1 - GENERAL

1.01 SUMMARY

This Section includes provisions for Contractor developed and maintained construction schedules.

1.02 SUBMITTALS

A. Submittals shall be made in accordance with Specifications Section 01300, Submittals, and the following special provisions provided herein.

B. Construction schedule submittals shall consist of (2) paper copies, 8.5” x 11” or 11” x 17”, and an electronic copy in a file format readable by Microsoft Project.

C. Baseline Construction Schedule

- 1 The Contractor shall submit the baseline construction schedule within 14 calendar days after receipt of the Notice of Award.
- 2 The District Engineer will meet with the Contractor to review and discuss the proposed construction schedule within 10 work days after receipt of the submittal. At this meeting, the District Engineer will inform the Contractor if the construction schedule is acceptable or if it must be revised and resubmitted.
- 3 In the event that correction of the baseline construction schedule is required, the Contractor shall resubmit the revised construction schedule within 10 work days of the meeting. The District Engineer will meet with the Contractor to review and discuss the revised construction schedule within (10) work days after receipt of the resubmittal. At this meeting, the District Engineer will inform the Contractor if the construction schedule is acceptable or if it must be revised and resubmitted.

D. Construction Schedule Updates

- 1 An updated construction schedule shall be submitted to the District Engineer at the end of each month, with the Contractor’s progress payment application.

E. Narrative Progress Report

- 1 A written narrative progress report shall be submitted to the District Engineer at the end of each month, with the Contractor’s progress payment application.

F. Failure to submit each package by the required date may result in a reduction in progress payment by VCMWD for the corresponding month.

G. Look-Ahead Schedule: Look Ahead Schedule shall be submitted weekly and a regular agenda item in the project coordination meetings. The Contractor shall submit the Look Ahead Schedule at least 24 hours prior to the project coordination meeting. The number of copies submitted and the layout and format of the look-ahead schedule shall be acceptable to the District Engineer.

1.03 CONSTRUCTION SCHEDULE

A. The Contractor shall provide a computer-generated construction schedule using, Microsoft Project, or equal software, that has the capability of producing a Gantt chart and identify critical path.

B. The construction schedule shall show in detail the Contractor's plan for performing the Work. The degree of detail shall be to the satisfaction of the District Engineer and shall include, as a minimum:

1. The means, methods, and sequences for performing the Work.
2. Mobilization of plant and equipment.
3. Submission and approval of critical submittals.
4. Fabrication and delivery of critical equipment and materials.
5. Approvals and permits required by regulatory agencies or other third parties.
6. Access to and availability of work areas.
7. Identification of interfaces and dependencies with preceding, concurrent, and follow-on subcontractors.
8. Specified project phasing, milestones, and completion dates.
9. Testing.
10. The activities of the District Engineer that may affect progress or affect required dates for completion of all or part of the Work, including delivery of VCMWD-furnished equipment.
11. VCMWD startup, testing, and dewatering.

C. Revisions to the Baseline Construction Schedule

1. The Contractor shall immediately advise the District Engineer of proposed or required changes in the construction schedule logic or delays to the progress of the Work.
2. The Contractor shall furnish a revised schedule within (10) work days of the adoption of a change. The revised schedule shall be accompanied with a written narrative description of the change, the necessity for the change, the impact of the change to the specified schedule milestones, and the cost to VCMWD if the revised schedule is accepted.
3. The Contractor shall furnish a revised schedule within 10 work days of the award by the District Engineer of an adjustment in the time of completion of the Work.

D. Monthly Construction Schedule Updates

1. Actual activity-start dates
2. Actual activity-completion dates
3. Estimated duration, in work days, to complete each activity that is started but not completed

4. Actual total progress achieved to date on each activity in percent
5. Non-work days granted by the District Engineer

1.04 NARRATIVE PROGRESS REPORT

A. As part of the monthly update process, the Contractor shall prepare a narrative progress report. The report shall describe the physical progress during the report period, the Contractor's plans for continuing the Work during the forthcoming report period, and actions planned to correct Work that is behind schedule. The report shall also provide a discussion of potential delays and problems and their impact on performance and the overall project completion date.

B. If the Project falls behind schedule by more than 20 work days, the report shall contain proposed alternatives for schedule recovery.

PART 2 – PRODUCTS

Not Used.

PART 3 – EXECUTION

Not Used.

END OF SECTION 01312