

## SECTION 013216 - PROGRESS SCHEDULES

### PART 1 - GENERAL

#### 1.1 RELATED SECTIONS

- A. Section 013300 – Submittals.

#### 1.2 FORMAT

- A. Prepare schedules as a horizontal bar chart with separate bar for each major portion of Work or operation, identifying first workday of each week.
- B. Sequence of Listings: In the same sequence as the Bid Schedule contained within this Project Manual or the schedule of values provide for lump sum work.
- C. Scale and Spacing: To provide space for notations and revisions.
- D. Sheet Size: Minimum 8-1/2 X 11 inches. Maximum of 22" x 34". All sheets submitted shall be easily reproducible and not requiring to piece together more than 3 sheets.

#### 1.3 CONTENT

- A. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction.
- B. Identify work of separate stages, separate floors and other logically grouped activities.
- C. Provide sub-schedules to define critical portions of the entire schedule.
- D. Show accumulated percentage of completion of each item, and total percentage of Work completed, as of the last day of each month.
- E. Provide separate schedule of submittal dates for shop drawings, product data, and samples, including Owner furnished products, if applicable, and Products identified under Allowances, if applicable, and dates reviewed submittals will be required from Engineer. Indicate decision dates for selection of finishes.
- F. Indicate delivery dates for Owner furnished products and Products identified under Allowances, if applicable.
- G. Coordinate content with bid schedule or schedule of values as appropriate.

#### 1.4 REVISIONS TO SCHEDULES

- A. Indicate progress of each activity to date of submittal, and projected completion date of each activity.

- B. Identify activities modified since previous submittal, major changes in scope, and other identifiable changes.
- C. Provide narrative report to define problem areas, anticipated delays, and impact on Schedule. Report corrective action taken, or proposed, and its effect, including the effect of changes on schedules of separate contractors.

#### 1.5 SUBMITTALS

- A. Submit Preliminary Progress Schedule in accordance with the requirements outlined in Paragraph 2.05 of the General Conditions.
- B. Submit revised Progress Schedules with each Application for Payment.

#### 1.6 DISTRIBUTION

- A. Distribute copies of reviewed schedules to Project site file, Subcontractors, suppliers, and other concerned parties.
- B. Instruct recipients to promptly report, in writing, problems anticipated by projections indicated in schedules.

### PART 2 - PRODUCTS

Not Applicable.

### PART 3 - EXECUTION

Not Applicable.

END OF SECTION 013216