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08/11

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SECTION 01 32 00

PROJECT SCHEDULE

PART 1 GENERAL

1.1 GENERAL REQUIREMENTS.

The contractor shall, within 10 days of receiving notice to proceed, prepare and submit for approval a Contract Progress Schedule (AF Form 3064), as specified herein, pursuant to FAR 52.236-15. Show in the schedule the sequence in which the Contractor proposes to perform the work and dates on which the Contractor contemplates starting and completing all schedule activities. The scheduling of the entire project, including the design and construction sequences, is required.

1.1.1 Approved Project Schedule

The Government will use the approved Contract Progress Schedule to measure the progress of the work and to aid in evaluating time extensions. The schedule will provide the basis for all progress payments. If the Contractor fails to submit a progress schedule within the time prescribed, the Contracting Officer may withhold approval of progress payments until submitted and approved.

Group activities by type of funding when multiple funding sources are used in the contract bid requirements. Such funding may types include but are not limited to: Repair, Minor Construction and Equipment. Failure of the Contractor to provide all required information will result in the disapproval of the proposed schedules. In the event schedule revisions are directed by the Contracting Officer and those revisions have not been included in subsequent revisions or updates, the Contracting Officer may hold retainage up to the maximum allowed by contract, each payment period, until such revisions to the Project Schedule have been made.

1.1.1.1 The Contractor shall use the approved Contract Progress Schedule as the basis for determining contract earnings during each billing period for each progress payment.

1.1.1.2 Activity cost loading shall be reasonable, as determined by the Contracting Officer. The aggregate value of all activities coded to a contract CLIN shall equal the value of the CLIN in the bid documents.

1.1.2 Schedule Status Reports

Contractor shall provide Contract Progress Reports using Air Force Form 3065 on a monthly basis. If, in the opinion of the Contracting Officer, the Contractor falls behind the approved schedule, the Contractor shall take steps necessary to improve its progress including those that may be required by the Contracting Officer, without additional cost to the Government. In this circumstance, the Contracting Officer may require the Contractor to increase the number of shifts, overtime operations, days of work, and/or the amount of construction plant, and to submit for approval any supplementary schedule or schedules as the Contracting Officer deems necessary to demonstrate how the approved rate of progress will be regained.

1.1.3 Default Terms

Failure of the Contractor to comply with the requirements of the Contracting Officer shall be grounds for a determination, by the Contracting Officer, that the Contractor is not prosecuting the work with sufficient diligence to ensure completion within the time specified in the contract. Upon making this determination, the Contracting Officer may terminate the Contractor's right to proceed with the work, or any separable part of it, in accordance with the default terms of the contract.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

3.1 CONTRACT PROGRESS SCHEDULE DETAILED REQUIREMENTS

Develop the Contract Progress Schedule to an appropriate level of detail. Failure to develop the Project Schedule to an appropriate level of detail, as determined by the Contracting Officer, will result in its disapproval. The following characteristics will be used to determine appropriate level of detail:

3.1.1 Activity Durations

Reasonable activity durations are those that allow the progress of ongoing activities to be accurately determined between update periods. Less than 2 percent of all non-procurement activities shall have Original Durations (OD) greater than 20 work days or 30 calendar days.

3.1.2 Procurement Activities

The schedule must include activities associated with the submittal, approval, procurement, fabrication and delivery of materials, equipment, fabricated assemblies and supplies. A typical procurement sequence includes the string of activities: submit, approve, procure, fabricate, and deliver.

3.1.3 Other Mandatory Tasks

The following tasks shall be included in the Contract Progress Schedule with appropriately scheduled time lines whenever the listed task is part of the contract requirement:

a. Submission, review and acceptance of design packages.

b. Submission of mechanical/electrical/information systems layout drawings.

c. Submission and approval of O & M manuals.

d. Submission and approval of as-built drawings.

e. Submission and approval of DD Form 1354 data and installed equipment lists.

f. Submission and approval of TAB specialist.

g. Submission and approval of fire protection specialist.

h. Submission and approval of Commissioning Agent.

i. Submission and approval of test and balance reports.

j. Submission and approval of commissioning report.

k. Controls testing plan submission.

l. Controls testing.

m. Performance Verification testing.

n. Other systems testing, if required.

o. Contractor's pre-final inspection.

q. Correction of punch list items from Contractor's pre-final inspection.

p. Government's pre-final inspection.

q. Correction of punch list items from Government's pre-final inspection.

r. Final inspection

For projects up to $100,000.00, the progress schedule and progress report shall show 5.0% for submission of all items listed above. For projects between $100,000.00 and $500,000.00, the percentage will be 1.0% For projects over $500,000.00, the percentage will be 0.5%.

3.2 CHANGES TO THE APPROVED PROGRESS SCHEDULE

In response to each Request For Proposal issued by the Government, the Contractor shall submit a schedule impact analysis demonstrating whether or not the change contemplated by the Government impacts the critical path. Where such impact occurs the contractor shall include a request for time extension and upon approval, **submit revised progress schedule reflecting the new time line.**

3.2.1 Requests for Time Extensions.

In the event the Contractor believes it is entitled to an extension of the contract performance period, completion date, or any interim milestone date, furnish the following for a determination by the Contracting Officer: justification, project schedule data, and supporting evidence as the Contracting Officer may deem necessary. Submission of proof of excusable delay, based on revised activity logic, duration, and costs (updated to the specific date that the delay occurred) is a condition precedent to any approvals by the Government.

3.2.2 Justification for Delay.

The project schedule shall clearly display that the Contractor has used, in full, all the float time available for the work involved with this request. The Contracting Officer's determination as to the number of allowable days of contract extension shall be based upon the project schedule updates in effect for the time period in question, and other factual information. Actual delays that are found to be caused by the Contractor's own actions, which result in a calculated schedule delay, will not be a cause for an extension to the performance period, completion date, or any interim milestone date.

3.2.3 Submission Requirements

Submit a justification for each request for a change in the contract completion date of less than 2 weeks based upon the most recent schedule update at the time of the NTP or constructive direction issued for the change. Such a request shall be in accordance with the requirements of other appropriate Contract Clauses and shall include, as a minimum:

a. A list of affected activities, with their associated project schedule activity number.

b. A brief explanation of the causes of the change.

c. An analysis of the overall impact of the changes proposed.

d. A sub-network of the affected area.

3.3 DIRECTED CHANGES

If the NTP is issued for changes prior to settlement of price and/or time, submit proposed schedule revisions to the Contracting Officer within 2 weeks of the NTP being issued. The Contracting Officer will approve proposed revisions to the schedule prior to inclusion of those changes within the project schedule. If the Contractor fails to submit the proposed revisions, the Contracting Officer may furnish the Contractor with suggested revisions to the project schedule. The Contractor shall include these revisions in the project schedule until revisions are submitted, and final changes and impacts have been negotiated. If the Contractor has any objections to the revisions furnished by the Contracting Officer, advise the Contracting Officer within 2 weeks of receipt of the revisions. Regardless of the objections, the Contractor shall continue to update the schedule with the Contracting Officer's revisions until a mutual agreement in the revisions is reached. If the Contractor fails to submit alternative revisions within 2 weeks of receipt of the Contracting Officer's proposed revisions, the Contractor will be deemed to have concurred with the Contracting Officer's proposed revisions. The proposed revisions will then be the basis for an equitable adjustment for performance of the work.

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PROJECT SCHEDULE