

PART 1 GENERAL

1.1 DEFINITIONS

- .1 Activity: element of Work performed during course of Project. Activity normally has expected duration, and expected cost and expected resource requirements. Activities can be subdivided into tasks.
- .2 Bar Chart (GANTT Chart): graphic display of schedule related information. In typical bar chart, activities or other Project elements are listed down left side of chart, dates are shown across top, and activity durations are shown as date-placed horizontal bars. Generally Bar Chart should be derived from commercially available computerized project management system.
- .3 Baseline: original approved plan (for project, work package, or activity), plus or minus approved scope changes.
- .4 Construction Work Week: Will define schedule calendar working days as part of Bar (GANTT) Chart submission.
- .5 Duration: number of work periods (not including holidays or other nonworking periods) required to complete activity or other project element. Usually expressed as workdays or workweeks.
- .6 Master Plan: summary-level schedule that identifies major activities and key milestones.
- .7 Milestone: significant event in project, usually completion of major deliverable.
- .8 Project Schedule: planned dates for performing activities and the planned dates for meeting milestones. Dynamic, detailed record of tasks or activities that must be accomplished to satisfy Project objectives. Monitoring and control process involves using Project Schedule in executing and controlling activities and is used as basis for decision making throughout project life cycle.
- .9 Project Planning, Monitoring and Control System: overall system operated by Departmental Representative to enable monitoring of project work in relation to established milestones.

1.2 REQUIREMENTS

- .1 Ensure Master Plan and Detail Schedules are practical and remain within specified Contract duration.
- .2 Plan to complete Work in accordance with prescribed milestones and time frame.
- .3 Limit activity durations to maximum of approximately 10 working days, to allow for progress reporting.

-
- .4 Ensure that it is understood that Award of Contract or time of beginning, rate of progress, Interim Certificate and Final Certificate as defined times of completion are of essence of this contract.

1.3 SUBMITTALS

- .1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit to the Departmental Representative within 10 working days of Award of Contract Bar (GANTT) Chart schedule that details monitoring and reporting of project progress.

1.4 PROJECT SCHEDULE

- .1 Develop detailed Project Schedule derived from Master Plan.
- .2 Ensure detailed Project Schedule includes as minimum milestone and activity types as follows:
 - .1 Forcemain
 - .1 Award.
 - .2 Shop Drawings, Samples.
 - .3 Permits.
 - .4 Mobilization.
 - .5 Excavation.
 - .6 Backfill.
 - .7 Installation of Forcemain.
 - .8 Crossing of Kiosk Entrance
 - .9 Completion of Forcemain.
 - .10 Testing.
 - .2 Lift Station and Storage Tanks
 - .1 Award.
 - .2 Shop Drawings, Samples.
 - .3 Permits.
 - .4 Mobilization.
 - .5 Excavation.
 - .6 Backfill.
 - .7 Delivery of Storage Tanks and wet well.
 - .8 Delivery of Packaged Lift Station.
 - .9 Electrical.
 - .10 Piping.
 - .11 Controls.
 - .12 Testing and Commissioning.
 - .13 Supplied equipment long delivery items.

- .3 Grading and Paving
 - .1 Award.
 - .2 Shop Drawings, Samples.
 - .3 Permits.
 - .4 Mobilization.
 - .5 Grading
 - .6 Paving
 - .7 Completion of paving
 - .8 Testing

- .4 Site Repairs
 - .1 Award.
 - .2 Shop Drawings, Samples.
 - .3 Permits.
 - .4 Mobilization.
 - .5 Excavation of Sites
 - .6 Repairs
 - .7 Landscaping
 - .8 Testing

1.5 PROJECT SCHEDULE REPORTING

- .1 Update Project Schedule on a monthly basis reflecting activity changes and completions, as well as activities in progress.
- .2 Include as part of Project Schedule, narrative report identifying Work status to date, comparing current progress to baseline, presenting current forecasts, defining problem areas, anticipated delays and impact with possible mitigation.

1.6 PROJECT MEETINGS

- .1 Discuss Project Schedule at regular site meetings, identify activities that are behind schedule and provide measures to regain slippage. Activities considered behind schedule are those with projected start or completion dates later than current approved dates shown on baseline schedule. Progress payments may be withheld if Contractor does not provide an acceptable schedule upon request of the Department Representative.
- .2 Do not start work until the schedule has been reviewed and approved by Departmental Representative.

END OF SECTION