

**SECTION 01 32 15**  
**PROGRESS SCHEDULES and REPORTS**

**PART 1 - GENERAL**

**1.01 INITIAL PROGRESS SCHEDULE**

- A.** Submit within 21 days of award of the Contract, and not later than the date of submission of the first application for payment. Clearly identify the Project 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, Substantial Completion, and final completion, and other major milestones. If included in the Work, Commissioning activities and Storm Water Pollution protection Plan (SWPPP) activities shall be among those major milestones. If planting or landscaping that is seasonally sensitive is included in the Work, show that portion of Work distinctly during a seasonally appropriate time.
- C.** A bar chart or critical path method is acceptable, or other method which is approved by the Designer. Since requests and claims for extension of time require demonstrating effect upon the critical path of Work, a critical path method schedule is recommended, and may be required as supporting documentation to prove validity of a requested or claimed time extensions.

**1.02 SUBMITTALS SCHEDULE**

- A.** Submit with the initial Progress Schedule. Clearly identify the Project, and format in a manner similar to the initial progress schedule, utilizing the same method, or make a part of the initial Progress Schedule.
- B.** Identify submittals to be made. Show date for submission and date by which Designer should respond, allowing sufficient time for review.
- C.** Designer may require revision of schedule if times allotted for review are insufficient.

**1.03 UPDATED PROGRESS SCHEDULE**

- A.** Submit a copy attached to each counterpart of applications for payment.
- B.** Clearly identify the Project. Format in a manner similar to the initial progress schedule, utilizing the same method.
- C.** Indicate:
  - 1.** Work as initially scheduled.
  - 2.** Actual progress through the period covered by the current application for payment.
  - 3.** Planned progress through Substantial Completion, including extensions of time made by change order or construction change directive.
- D.** If actual progress falls behind projections, show how the backlog is to be made up so that the Work will be completed on time.

**END OF SECTION**