

SECTION 01 3200 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
 - 1. Preliminary Construction Schedule.
 - 2. Contractor's Construction Schedule.
 - 3. Construction schedule updating reports.
 - 4. Submittals Schedule.
 - 5. Daily construction reports.
 - 6. Site condition reports.
- B. Related Section:
 - 1. Division 01 Section "Multiple Contract Summary" for preparing a combined Prime Contractor's Construction Schedule.
 - 2. Division 01 Section "Application for Payment" for submitting the Schedule of Values.
 - 3. Division 01 Section "Project Management and Coordination" for submitting and distributing meeting and conference minutes.
 - 4. Division 01 Section "Submittal Procedures" for submitting schedules and reports.
 - 5. Division 01 Section "Quality Requirements" for submitting a schedule of tests and inspections.
 - 6. Division 01 Section "Closeout Procedures" for submitting photographic negatives as Project Record Documents at Project closeout.

1.3 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.
 - 1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
 - 2. Predecessor Activity: An activity that precedes another activity in the network.
 - 3. Successor Activity: An activity that follows another activity in the network.

- B. Cost Loading: The allocation of the Schedule of Values for the completion of an activity as scheduled. The sum of costs for all activities must equal the total Contract Sum, unless otherwise approved by Architect.
- C. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of Project.
- D. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
- E. Event: The starting or ending point of an activity.
- F. Float: The measure of leeway in starting and completing an activity.
 - 1. Float time belongs to Owner and shall only be assigned with Architect's approval.
 - 2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the following activity.
 - 3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.
- G. Network Diagram: A graphic diagram of a network schedule, showing activities and activity relationships.
- H. Resource Name: The name of the Contractor supplying manpower and equipment necessary for the completion of an activity as scheduled.

1.4 SUBMITTALS

- A. Qualification Data: For firms and persons specified in "Quality Assurance" Article and in-house scheduling personnel to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of Architect and Owner, and other information specified.
- B. Submittals Schedule: Submit seven copies of schedule. Arrange the following information in a tabular format:
 - 1. Scheduled date for first submittal.
 - 2. Specification Section number and title.
 - 3. Submittal category (action or informational).
 - 4. Name of subcontractor.
 - 5. Description of the Work covered.
 - 6. Scheduled date for Architect's and all consultants and agencies final release or approval.
- C. Preliminary Construction Schedule: Submit seven (7) opaque copies and one (1) electronic copy.

1. Approval of cost-loaded preliminary construction schedule will not constitute approval of Schedule of Values for cost-loaded activities.
- D. Preliminary Construction Schedule Network Diagram: Submit seven (7) opaque copies, large enough to show entire network for entire construction period. Show logic ties for activities.
- E. Final Construction Schedule: Submit seven (7) printed copies of the initial schedule large enough to show entire schedule for entire construction period.
 1. Submit an electronic copy of schedule, on CD-R, and labeled to comply with requirements for submittals. Include type of schedule (initial or updated) and date on label. The electronic copy is to be provided with no restrictions for viewing and analyzing using the same software with which the schedule was created.
- F. Final Construction Schedule Reports: Submit three (3) copies of each of the following computer-generated reports with the Final Construction Schedule. Format for each activity in reports shall contain activity number, activity description, cost and resource loading, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float in calendar days.
 1. Activity Report: List of all activities sorted by Project Phase, Project Area, Prime Contractor and then early start date. Provide a duration, cost and total float value for each activity.
 2. Logic Report: List of preceding and succeeding activities for all activities, sorted in ascending order by activity number and then early start date, or actual start date if known.
- G. Daily Construction Reports: Submit two copies at weekly intervals.
- H. Material Location Reports: Submit two copies at weekly intervals.
- I. Field Condition Reports: Submit two copies at time of discovery of differing conditions.
- J. Special Reports: Submit two copies at time of unusual event.

1.5 QUALITY ASSURANCE

- A. Pre-scheduling Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Management and Coordination." Review methods and procedures related to the Preliminary Construction Schedule and Prime Contractor's Construction Schedule, including, but not limited to, the following:
 1. Review software limitations and content and format for reports.
 2. Verify availability of qualified personnel needed to develop and update schedule.
 3. Discuss constraints, including phasing, work stages, area separations, interim milestones and partial Owner occupancy.
 4. Review delivery dates for Owner-furnished products.
 5. Review schedule for work of Owner's separate contracts.
 6. Review time required for review of submittals and resubmittals.

7. Review requirements for tests and inspections by independent testing and inspecting agencies.
8. Review time required for completion and startup procedures.
9. Review and finalize list of construction activities to be included in schedule.
10. Review submittal requirements and procedures.
11. Review procedures for updating schedule.

1.6 COORDINATION

- A. Coordinate preparation and processing of schedules and reports with performance of construction activities and with scheduling and reporting of separate Prime Contractors.
- B. Coordinate Prime Contractor's construction schedule with the schedule of values, subcontracts, submittal schedule, progress reports, payment requests, and other required schedules and reports.
 1. Secure time commitments for performing critical elements of the Work from entities involved.
 2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 - PRODUCTS

2.1 SUBMITTALS SCHEDULE

- A. Preparation: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, resubmittal, ordering, manufacturing, fabrication, and delivery when establishing dates.
 1. Coordinate Submittals Schedule with list of subcontracts, the Schedule of Values, and Prime Contractor's Construction Schedule.
 2. Initial Submittal: Submit concurrently with preliminary schedule. Include submittals required during the first 90 days of construction. List those required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
 - a. Show submittals on the Preliminary Construction Schedule, instead of tabulating them separately.
 3. Final Submittal: Submit concurrently with the first complete submittal of Prime Contractor's Construction Schedule.

2.2 PRIME CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

- A. Procedures: Comply with procedures contained in AGC's "Construction Planning & Scheduling."

- B. Time Frame: Extend schedule from date established for the Notice of Award to date of Final Completion.
1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.
- C. Each activity on the network shall have indicated for it the following:
1. A single duration, no longer than 20 days (i.e., the single best estimate of the expected elapsed time considering the scope of work involved in the activity) expressed in working days. Normal holidays and weather delays shall be included. One critical path shall be shown for the schedule.
 2. An activity identification number will be assigned to each activity. The identification number will be in a format acceptable to Architect.
 3. A brief description of the activity will be included. If this description is not definitive, a separate listing of each activity and a descriptive narrative may be required.
 4. Each activity shall be cost loaded to indicate the total estimated budget of the activity. No activity budget shall exceed \$150,000 except for F&D activities. Material and/or equipment costs to be paid as stored material shall be assigned to F&D activities. In addition, activities shall be cost-loaded for use in generating monthly progress payments.
 5. Procurement Activities: Include procurement process activities for long lead items and major items, requiring a cycle of more than 40 calendar days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
 6. Submittal Review Time: Include review and resubmittal times indicated in Division 1 Section "Submittal Procedures" in schedule. Coordinate submittal review times in Prime Contractor's Construction Schedule with Submittals Schedule.
 7. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Architect's and Owner's administrative procedures necessary for certification of Substantial Completion.
- D. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
1. Phasing: Arrange list of activities on schedule by phase.
 2. Work under More Than One Contract: Include separate activities for each contract.
 3. Work by Owner: Include separate activities for each portion of the Work performed by Owner.
 4. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Division 1 Section "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
 5. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Division 1 Section "Summary". Delivery dates indicated stipulate the earliest possible delivery date.

6. Work Restrictions: Show the effect of the following items on the schedule:
 - a. Coordination with existing construction.
 - b. Limitations of continued occupancies.
 - c. Uninterruptible services.
 - d. Partial occupancy before Substantial Completion.
 - e. Use of premises restrictions.
 - f. Provisions for future construction.
 - g. Seasonal variations.
 - h. Environmental control.
 7. Work Stages: For each Phase of the Work as described on the drawings, indicate stages of construction for each major portion of the Work, including, but not limited to, the following:
 - a. Subcontract awards
 - b. Submittals
 - c. Purchases
 - d. Mockups
 - e. Fabrication
 - f. Sample testing
 - g. Deliveries
 - h. Demolition
 - i. Installation
 - j. Shop and Field Tests and inspections
 - k. Changes in traffic patterns
 - l. Moving and occupancy timeframes
 - m. Adjusting
 - n. Curing
 - o. Startup and placement into final use and operation
 - p. Punchlist
 8. Area Separations: Identify each major area of construction for each Phase of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:
 - a. Structural completion.
 - b. Permanent space enclosure.
 - c. Completion of mechanical installation.
 - d. Completion of electrical installation.
 - e. Substantial Completion.
- E. Milestones and Phases: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Individual Phase Completion(s), Substantial Completion, Final Completion and the following interim milestones:
1. All project milestones and phases listed in the Contract Documents.
- F. Cost Correlations for Progress Payments: Provide cost loading of the Preliminary and Final schedule as follows:
1. Each activity on the construction schedule shall be allocated a dollar value in accordance with above. Each activity's assigned cost shall consist of labor, equipment, and materials costs, and a pro-rata contribution of overhead and

profit. The sum of activities costs shall be equal to the total Contract Price. In submitting cost data Prime Contractor certifies that the costs are not unbalanced and that the value assigned to each activity represents Prime Contractor's estimate of the actual costs of performing that activity.

2. The accepted schedule of values shall represent a fair, reasonable and equitable dollar cost allocation for each activity on Prime Contractor's construction schedule.
 3. If it is determined that the cost data does not meet the requirements for a balanced bid breakdown in the opinion of Architect, Prime Contractor will present documentation substantiating the cost allocation. Cost allocations shall be considered unbalanced if an activity on the construction schedule has been assigned a disproportionate allocation of direct costs, overhead and profit.
- G. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using fragnets to demonstrate the effect of the proposed change on the overall project schedule.
- H. Computer Software: Prepare schedules using Microsoft Project, Gantt Chart View.

2.3 PRELIMINARY CPM CONSTRUCTION SCHEDULE

- A. Bar-Chart Schedule: Each Prime Contractor and trade Sub-Contractors shall submit preliminary horizontal bar-chart-type construction schedule within fourteen (14) days of date established for the Notice of Award.
- B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line. Provide construction activities for first 90 days of construction. Include costs for each activity.

2.4 FINAL CONSTRUCTION SCHEDULE

- A. Bar Chart Schedule: Prepare Prime Contractor's Construction Schedule using a computerized, cost- and resource-loaded, time-scaled Bar Chart (Microsoft Projects – Gantt Chart)
 1. Develop schedule in sufficient time to submit schedule so it can be accepted for use no later than 30 calendar days after date established for the Notice to Proceed for Construction.
 - a. Failure to include any work item required for performance of this Contract shall not excuse Prime Contractor from completing all work within applicable completion dates, regardless of Architect's approval of the schedule.
 2. Use "one workday" as the unit of time. Include list of nonworking days and holidays incorporated into the schedule.

- B. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports and electronic copies on a monthly basis showing the following:
1. Identification of activities that have changed.
 2. Changes in early and late start dates.
 3. Changes in early and late finish dates.
 4. Changes in activity durations in workdays.
 5. Changes in the critical path.
 6. Changes in total float or slack time.
 7. Changes in the Contract Time.

2.5 FIELD REPORTS

- A. Daily Construction Reports: Each Prime Contractor and Trade Co-Contractor shall prepare a daily construction report recording the following information concerning events at Project site:
1. List of subcontractors at Project site.
 2. List of separate contractors at Project site.
 3. Approximate count of personnel at Project site.
 4. Equipment at Project site.
 5. Material deliveries
 6. High and low temperatures and general weather conditions.
 7. Accidents.
 8. Meetings and significant decisions.
 9. Unusual events (refer to special reports).
 10. Stoppages, delays, shortages, and losses.
 11. Meter readings and similar recordings.
 12. Emergency procedures.
 13. Orders and requests of authorities having jurisdiction.
 14. Change Orders received and implemented. Construction or Work Change Directives received and implemented.
 15. Services connected and disconnected.
 16. Equipment or system tests and startups.
 17. Partial Completions and occupancies.
 18. Substantial Completions authorized.
- B. Material Location Reports: At monthly intervals, prepare and submit a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site.
- C. Field Condition Reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare a detailed report. Submit with a request for information on CSI Form 13.2A. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

2.6 SPECIAL REPORTS

- A. General: Submit special reports directly to Owner and Architect within one day of an occurrence. Distribute copies of report to parties affected by the occurrence.
- B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, response by Prime Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner and Architect in advance when these events are known or predictable.

PART 3 - EXECUTION

3.1 FIELD REPORTS

- A. Contractor is to submit Daily Construction Reports on a daily basis to the Owner's Representative. Failures to maintain timely or complete reports may result in partial withholding of monthly payment applications.

3.2 PRIME CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Requirements for the General Contractor as the Project Coordinator. As Project Coordinator, the Contractor for General Construction shall:
 - 1. Engage a scheduling consultant to perform, for and on behalf of the Contractor, the Contractor's duties and responsibilities as Project Coordinator, including those specifically set forth below. The scheduling consultant shall have a minimum of five (5) years prior experience in the design, preparation, publication and revision of PCM network schedules, including scheduling experience on multiple prime contractor, multiple phase construction projects. The Contractor shall submit the name, credentials and experience of its proposed scheduling consultant to the Owner and Architect for approval within five (5) days of being awarded the Contract. The Contractor; (a) shall not terminate the engagement of any approved scheduling consultant without at least thirty (30) days prior written notice to the Owner and Architect, and then only after submission and approval of a replacement scheduling consultant in accordance with the provisions of this paragraph; and (b) shall not engage any scheduling consultant as to whom the Owner and Architect, at any time, make reasonable objection and shall promptly replace such scheduling consultant with another approved in accordance with the provisions of this paragraph.
- A. Prime Contractor's Construction Schedule Updating: At monthly intervals or as requested by Architect, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.
 - 1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting. Provide an electronic copy of each monthly

- schedule update. Provide an indication of the total project float in the schedule on a monthly basis.
2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
- B. Distribution: Distribute copies of approved schedule to Architect, separate Contractors, testing and inspecting agencies, and other parties identified by Architect with a need-to-know schedule responsibility.
1. Post copies in Project meeting rooms and temporary field offices.
 2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.
- C. The Bar Chart type construction schedule will be used to monitor job progress and as a means to make monthly payments to Prime Contractor. Prime Contractor will be responsible for providing all information concerning the sequencing, logic and durations of all activities. Once the schedule is accepted, Each Prime Contractor will be responsible for providing monthly update information on logic, percent complete, actual start and finish dates and duration changes. Prime Contractors will be required to produce the computerized printout of the schedule updates.
- E. From Prime Contractor's initial schedule submittal and from information received at the monthly schedule update meetings, computerized and dated tabular schedule reports, or updated network diagrams, or bar charts which will be reviewed by Each Prime and Trade Contractor for accuracy and integrity. It shall at all times remain Prime Contractor's responsibility to schedule and direct his forces in a manner that will allow for the completion of the work within the contractual period.
- F. It should be clearly understood that the initial schedule and all update information must be provided by Prime Contractor and that this information is a representation of the best efforts of Prime Contractor and his subcontractors as to how they envision the work to be accomplished. Similarly, all progress information to be provided by and through Prime Contractor must be an accurate representation of his or his subcontractor's or supplier's actual performance. The schedule shall at all times remain an accurate reflection of Prime Contractor's actual or projected sequencing of work. Once accepted, adherence to the established schedule shall be obligatory upon Prime Contractor and his subcontractors for the work under this Contract. Architect or Owner may require Prime Contractor to revise the schedule if, in his judgment, the schedule does not accurately reflect the actual execution of the work, or is in violation of any provision of this scheduling specification, and Prime Contractor shall revise the schedule as often as is necessary during the course of performance of the work without additional cost to Owner.
- G. The work shall be started on the date indicated in the Notice to Proceed and shall be executed with such progress as may be required to prevent delay to other Prime Contractors or to the general completion of the project. The work shall be executed at such times and in or on such parts of the project, and with such forces, material and equipment, as to assure completion of the work in the time established by the Contract. Additionally, Prime Contractor shall, at all times, schedule and direct his work so that it

provides an orderly progression of the work to completion within the specified Contract Time.

- H. Prime Contractor agrees that whenever it becomes apparent from the current monthly Schedule update that delays to the critical path have resulted and these delays are through no fault of Owner or Architect, and hence, that the Contract completion date will not be met, or when so directed by Architect will take some or all of the following actions at no additional cost to Owner.
1. Increase construction manpower in such quantities and crafts as will substantially eliminate the backlog of work.
 2. Increase the number of working hours per shift; shifts per working day, or days per week; the amount of construction equipment; etc., or any combination of the foregoing to substantially eliminate the backlog of work.
 3. Schedule activities to achieve maximum practical concurrence of accomplishment of activities, and comply with the revised schedule.
 4. Prime Contractor shall submit for reviewing a written statement of the steps he intends to take, to remove or arrest the delay to the schedule. If Prime Contractor fails to submit a written statement of the steps he intends to take or fails to take such steps as required by the Contract, Architect or Owner may direct the level of effort in manpower (trades), equipment, and work schedule (overtime) to remove or arrest the delay to the critical path in the accepted schedule, and Prime Contractor shall promptly provide such level of effort at no additional cost to Owner. In addition, should schedule delays persist, Prime Contractor's surety will be asked to attend meetings to update the schedule.
- I. Failure of Prime Contractor to comply with the requirements of this provision shall subject him to, at Owner's sole discretion, withholding, in partial or in total, payments otherwise due Prime Contractor for work performed under this Contract. Prime Contractor agrees that any withholding of moneys is not a penalty for noncompliance, but is an assurance for Owner that funds will be available to implement these requirements should Prime Contractor fail to do so, since failure of Prime Contractor to comply with these requirements shall mean that Prime Contractor failed to execute the work with such diligence as to ensure its completion within the time for completion.

3.2 NETWORK REQUIREMENTS

- A. The Schedule shall show the order and interdependence of activities and the sequence in which the work is to be accomplished as planned by Prime Contractor. The basic concept of the network analysis diagram is to show how the start of a given activity is dependent on the completion of preceding activities and its completion restricts the start of succeeding activities. A time scaled precedence format will be followed. The detailed network diagram will be time scaled showing a continuous flow from left to right.
- B. The schedule shall include a weather calendar that contains non-working days in addition to weekend and holidays to account for anticipated inclement weather days. The number of anticipated inclement weather days per month shall be equal to those specified in Figure 2 of this Specification Section. The weather calendar shall be applied to all

activities, which may be affected by inclement weather.

- C. Failure to include in the schedule any element of Work required under the performance of this Contract shall not excuse Prime Contractor from completing all Work required within the applicable completion time, notwithstanding Owner's network review.
- D. A schedule which shows a completion of any portion of the Work prior to the contractual completion date may be accepted but in no event shall be acceptable as a basis for a claim for delay against Owner or its representatives by Prime Contractor. The period of time between the Prime Contractor's baseline accepted schedule's projected completion dates and the contractual stipulated completion dates, if any, will be treated as Project Float. The Owner's right to utilize Project Float is as provided in 01 3200.
- E. If a review of the submitted Schedule indicates a work plan which will not complete the work within the time requirements stated in the Contract, it shall be the responsibility of Prime Contractor to revise the Schedule as required and resubmit it until it is acceptable. Failure by Prime Contractor to submit an acceptable schedule may, at Owner's sole discretion, justify the withholding of any partial payment(s) otherwise due under the Contract.
- F. Acceptance of the schedule shall not constitute a representation by Architect or Owner that the work can be completed as shown on the schedule.

3.3 SCHEDULE UPDATES

- A. A monthly Schedule Update Meeting will be held one (1) week prior to the progress meeting at the construction site to review and update the Schedule. The Schedule Update Meeting will be attended by Architect and Prime Contractor. Actual progress of the previous month will be recorded and scheduling of future work activities will be reviewed. The duration of activities and their logical connections may be revised as needed. Decisions made at these meetings and agreed to by all parties are binding with the exception that no contractual completion dates will be modified without formal written requests and acceptance as specified herein. Each Prime Contractor must provide the following information for each update at a minimum:
 - 1. Actual start and finish dates for all completed activities.
 - 2. Actual start dates for all started but incomplete activities and estimated remaining durations.
- B. Provide a Monthly Progress Status Report, which provides a narrative explanation of progress identified in the revised construction schedule. The report shall indicate the following items:
 - 1. Summarize revisions made to the Construction Schedule since the previous submittal.
 - 2. Work completed during the reporting period.
 - 3. A printed copy of the entire project schedule including the updated early and late dates, activity durations, predecessors and successors and a list of any logic and duration changes executed during the update period.

4. Work anticipated to be started during the next period, including those activities already in progress.
 5. Problem areas, anticipated delays, and their impact on the schedule.
 6. Corrective action recommended, and its effect.
 7. The effect of changes on schedules of other Prime Contractors.
 8. Updated Tabulation of Contract Time.
 9. An evaluation of the overall status of the schedule for the job.
- C. Failure to provide update information listed in 3.3.A and B above, or failure to attend the Monthly Progress Meeting may result in Prime Contractor not receiving progress payments.

3.4 CAUSES FOR EXTENSIONS OF TIME

- A. The Contract Times will be adjusted only for causes specified in this Contract. In the event Prime Contractor requests an extension of Contract Time, he shall furnish justification and supporting evidence per requests specified elsewhere in these Contract Documents. Prime Contractor acknowledges and agrees that actual delays in activities, which, according to the schedule, do not affect any contract completion date shown by the critical path in the network, do not have any effect on the Contract Time, and therefore will not be the basis for a change in Contract Time.
- B. Contract Time extensions for weather delays will be based only on the following criteria.
1. General Requirements: Even though a cause of delay meets any, or all, of the conditions stated herein, it shall in all cases be presumed that no extension, or further extension, of time is due unless Prime Contractor shall demonstrate that the delay is justified and had an impact to the critical path of the updated schedule for the delay period. To this end, Prime Contractor shall maintain adequate records supporting any claim for an extension of time and shall submit such records, including a revised schedule showing the impact of the delay, with the claim. Claims due to weather shall be submitted on a monthly basis and within five days after the end of the previous month of such delay.
 2. The Architect and Owner will determine Prime Contractor's entitlement to an extension of the Contract Time, but in no event shall an extension be granted for days outside the contract period. Daily records, maintained by the Lehigh Valley International Airport, shall be the official source for weather data related to precipitation and temperature. A time extension of no more than one day will be granted for one day of lost work, regardless of the number of allowable reasons for lost time. The period of any extension of time shall be only for the portion of the contract actually delayed due to the abnormal weather conditions. Any extension of Contract Time allowed under any of the following conditions shall be considered non-compensable and have no impact on Contract Price.
 - (a) If the total inches precipitation in a given month is less than the average stated below in Figure 1, no time extension due to precipitation will be allowed. If the average inches of precipitation for the month is exceeded, the following formula will be used to calculate the number of days al-

lowed as a time extension due to precipitation during the month in question:

Total actual days of precipitation greater than one-tenth (0.10") inch
Less expected precipitation days from Figure 2
Equals days allowable due to precipitation

- (b) Time extension of snow shall be based on above normal snow for the project area and only based on direct impact to the schedule. Three inches (3") or more of snow cover is considered to be justification for a one-day time extension for each day of 3" or more of snow coverage.
- (c) Temperatures above or below the statistical mean are not considered to be justification for an extension of Contract Time.

Figure 1
Normal Precipitation (All Measurements are in Inches)

JAN	FEB	MA	APR	MA	JUN	JUL	AU	SEP	OC	NO	DE
3.5	3.0	4.2	3.3	4.5	3.6	4.0	4.0	4.25	3.6	3.3	3.7

Figure 2
Average Number of Calendar Days with Precipitation of 0.10 Inch or More

JAN	FEB	MA	APR	MA	JUN	JUL	AU	SEP	OC	NO	DE
9	8	9	9	10	8	9	8	7	7	8	8

3.5 ADJUSTMENT BY OWNER

- A. From time to time it may be necessary for the Contract schedule and/or Contract Times to be adjusted by Architect and Owner due to the effects of job conditions, acts or omissions of other Prime Contractors not directly associated with this contract, act of God, technical difficulties, unavoidable delays on the part of Architect and Owner or his representatives, and other unforeseeable conditions which may indicate schedule adjustments and/or an extension of the Contract Time. Under such conditions, Owner shall direct Prime Contractor to reschedule the work to reflect the changed conditions, and Prime Contractor shall revise his schedule accordingly. Schedule extensions affecting the Contract Time shall be granted only by the Owner in writing. No additional compensation shall be made to Prime Contractor for such schedule changes except for unavoidable overall Contract delays, in which case Prime Contractor shall take all possible action to minimize any time extension. It is specifically noted that available Project Total or Free Float in the CPM schedule may be used by the Owner and his representative to accommodate any adjustments in time, therefore eliminating the need for a time extension.

3.6 FLOAT TIME

- A. Without obligation to extend the overall completion date or any intermediate completion dates set out in the Schedule, Architect and Owner may initiate changes to the Contract work that absorb float time. Owner-initiated changes that affect the critical path on the Schedule shall be the sole grounds for extending (or shortening) said completion dates. Prime Contractor-initiated changes that encroach on the float time identified in the Schedule may be accomplished with Owner's concurrence. Such changes, however, shall give way to Owner-initiated changes competing for the same float time.

END OF SECTION 01 3200