

## **DIVISION 01 – GENERAL REQUIREMENTS**

### **SECTION 013200 – PROJECT SCHEDULE**

#### **PART 1 - GENERAL**

##### **1.01 SUMMARY**

- A. Section includes:
  - 1. Work sequence.
  - 2. Contractor use of premises.
  - 3. Owner occupancy.

##### **1.02 WORK SEQUENCE**

- A. Project Start:
  - 1. Commence construction activity at the site as soon after contract award, unless specified otherwise, as required to comply with specified Construction Schedule.
  - 2. Schedule material deliveries to correspond with starting dates so that materials are on site on required start date.
- B. Coordination:
  - 1. Schedule all construction activities at the site with Architect, Construction Manager (if applicable) Owner, and other prime contractors to avoid, to maximum extent, interference with Owner's operations and to meet specified completion dates.
    - a. It is the responsibility of all Prime Contractors to meet the Completion Schedule within the Owner's Educational Schedule.
    - b. Coordinate construction activities with school calendar issued by Owner to each Prime Contractor to avoid interference with normal educational process by Owner.
    - c. Review requirements of Contract Documents for each Prime Contract in relationship to requirements for other Prime Contractors and the Owner's Educational Schedule.
  - 2. Coordinate all interruptions of building services or shut-down of building systems with Architect, Construction Manager (if applicable) and Owner, and obtain written approval of proposed schedule for interruptions or shut-down from Architect, Owner, and/or Construction Manager (if applicable).
    - a. If, in the opinion of the Owner or Construction Manager (if applicable), any such interruption or shut-down will affect life or safety of building occupants, schedule interruption or shut-down at a time acceptable to the Owner, when classes are not in session, or after normal working hours.
    - b. Extra payment for overtime outside normal working hours required by any such interruption or shut-down will not be made by Owner. Prime Contractor requiring overtime shall do so at his own cost and shall be responsible for extra costs incurred by other Prime Contractors as a result.

- c. Insure all equipment, fittings, pipe, and similar items required are on hand before interrupting or shutting down existing systems.
- d. Notify all inspectors and representatives of utility companies, village officials, Architect, Construction Manager (if applicable), Owner, and similar parties by letter in advance of required changeovers, tie-ins, removals, and similar operations.

### 1.03 CONTRACTOR USE OF PREMISES

#### A. Access to Building:

- 1. All Prime Contractors are directed to schedule all construction activities with Owner to allow Owner's full use of building areas and systems for normal educational process. Owner acknowledges Prime Contractors will require access to Owner-occupied areas, rooms, and systems, and intends to cooperate in making rooms and systems available for construction activities.
- 2. Notify Project Representative in advance of any requirements for access to any existing building outside normal working hours and days.

#### B. Building Security:

- 1. Owner will maintain building security at all times for his sole benefit. Each Prime Contractor shall retain full responsibility for security and protection of work of his Prime Contract until final acceptance by the Owner.

#### C. Maintenance of Building Circulation and Exits:

- 1. Maintain circulation corridors, exits, and exit stairs unobstructed from equipment and materials, except in areas of construction activity closed by temporary partitions.

### 1.04 OWNER OCCUPANCY

#### A. Normal School Year: Owner intends to maintain full education program during the normal school year throughout duration of project, and will make full use of buildings and sites, unless otherwise specified.

- 1. School and special activities may be conducted within buildings and on sites after regular school hours and on weekends during the normal school year.
- 2. Free access by Owner's personnel to building and site areas not scheduled for alteration or dimensional change shall be maintained by all Prime Contractors.
- 3. Owner's personnel will perform normal custodial and maintenance services for building areas and systems not involved in construction activities, unless otherwise indicated.

#### B. Summer School:

- 1. Owner will staff the buildings with at least administrative, custodial, and maintenance personnel during the scheduled Summer Recess.

PART 2 – PRODUCTS – (NOT APPLICABLE)

PART 3 – EXECUTION – (NOT APPLICABLE)

**END OF SECTION**