Building and Preserving Alaska's Future

Construction Schedules

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US Army Corps of Engineers
BUILDING STRONG®

CONSTRUCTION SCHEDULES

- **Revised Schedule Specification**

  01 32 01.00 29

- **Schedule Review Checklists**

- **Questions/Answers**

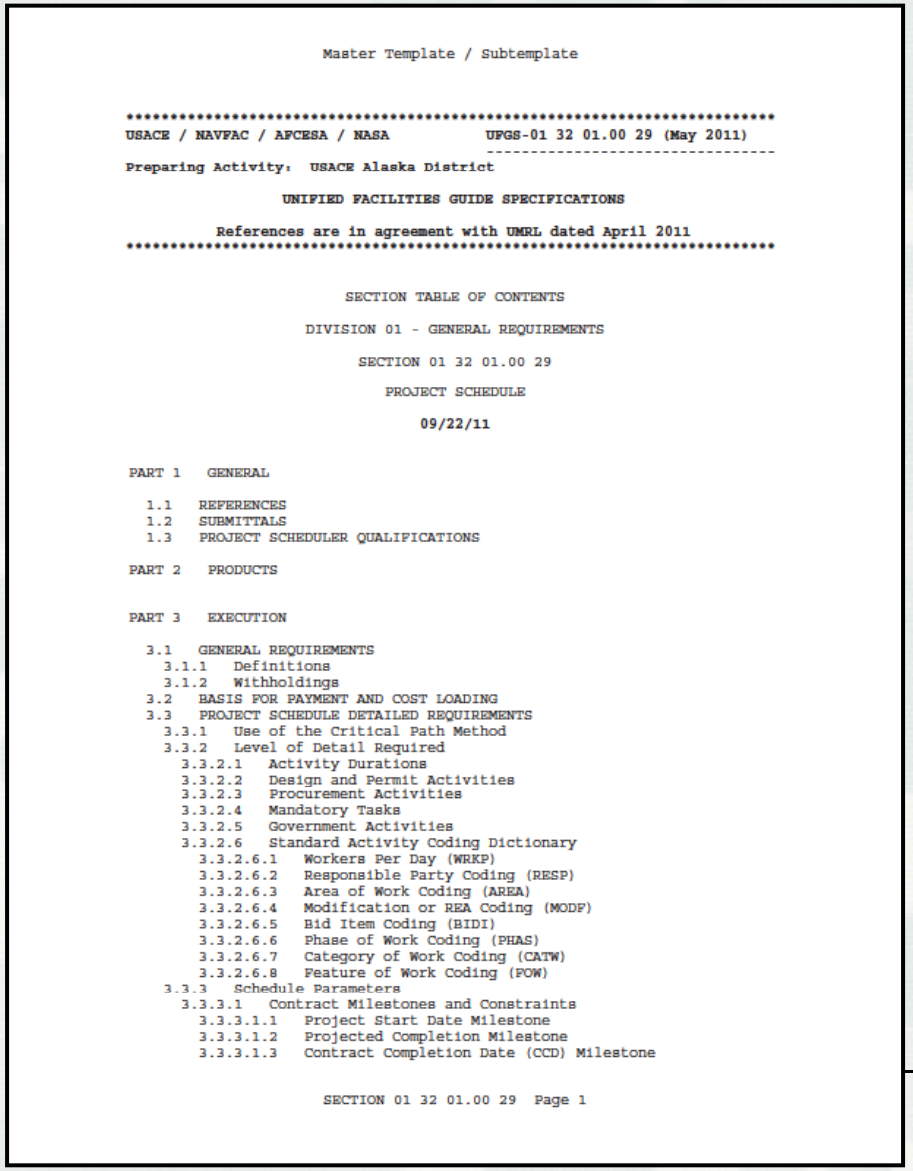
CONSTRUCTION SCHEDULES

"How are things going at work?
During your colonoscopy, we found a shoe."

REVISED SCHEDULE SPECIFICATION

- **Pitfalls in CPM Scheduling:**
  - Development – Buy-In by Project Team
  - Inexperienced Scheduler
  - Abuse of Scheduling Software
  - Lack of communication and incorporation of schedule updates
  - Failure to properly incorporate time impact analyses (fragnets)

REVISED SCHEDULE SPECIFICATION



Master Template / Subtemplate

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USACE / NAVFAC / AFCESA / NASA UFGS-01 32 01.00 29 (May 2011)

Preparing Activity: USACE Alaska District

UNIFIED FACILITIES GUIDE SPECIFICATIONS

References are in agreement with UMRL dated April 2011

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SECTION 01 32 01.00 29

PROJECT SCHEDULE

09/22/11

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Specification Revision Objective:

- ✓ Update specification
- ✓ Promote good scheduling practices
- ✓ Maintain as a vital Project Management tool and increase Project Success

REVISED SCHEDULE SPECIFICATION

1.3 PROJECT SCHEDULER QUALIFICATIONS

- ☑ Contractor designates a scheduler
- ☑ 2- years experience scheduling on similar projects using scheduling software that meets the specification, i.e. Primavera

REVISED SCHEDULE SPECIFICATION

3.3.3 Schedule Parameters

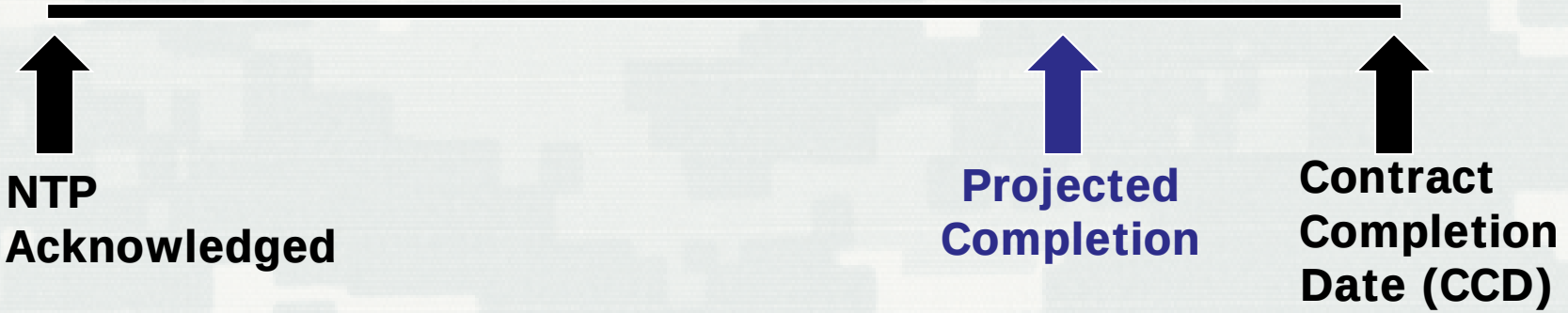
3.3.3.1 Contract Milestones and Constraints

Two constraints allowed:

- First activity shall be a start milestone titled “NTP Acknowledged” – use *Start On* constraint
- Last activity shall be a finish milestone titled “Contract Completion Date (CCD)” - use *Mandatory Finish* constraint

REVISED SCHEDULE SPECIFICAION

NEW Requirement - “Projected Completion” finish milestone

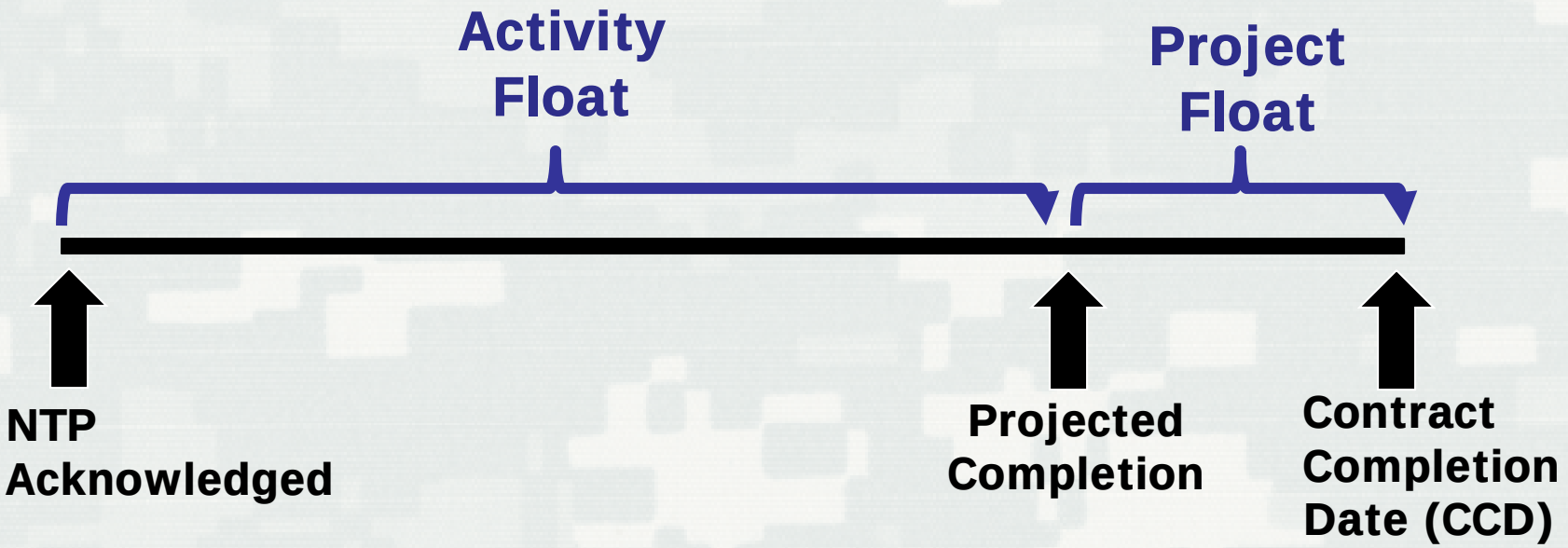


- Added new finish milestone “Projected Completion”
- Not restrained
- One successor – Contract Completion Date (CCD)
- Early finish shows positive float; late finish shows negative float

REVISED SCHEDULE SPECIFICATION

3.9 OWNERSHIP OF FLOAT

"Float available on the schedule, at any time, shall not be considered for the exclusive use of either the Government or the Contractor including activity and/or project float."



REVISED SCHEDULE SPECIFICATION

Other Schedule Parameters

- ✓ Proper use of Calendars
- ✓ Two Open Ended activities allowed
- ✓ No out of Sequence Progress
- ✓ Approval to change, delete or add activities
- ✓ "Original Durations" do not change; adjust activity durations with "Remaining Duration"
- ✓ Use Retained Logic

REVISED SCHEDULE SPECIFICATION

3.7 REQUESTS FOR TIME EXTENSIONS

3.7.1 Justification of Delay

- ✓ Description of events that caused the delay
- ✓ Must show how the Government was responsible for the events that caused the delay
- ✓ Prepare a Time Impact Analysis (reference AACE 52R-06)

REVISED SCHEDULE SPECIFICATION

3.7.2 Recovery Plan

- ✓ No more recovery (re-baseline) schedules
- ✓ Submit Recovery Plan
- ✓ Must follow plan

3.11 Primavera P6 Mandatory Requirements

- ✓ P6 presents unique problems for USACE
- ✓ P6 Mandatory Requirements checklist

SCHEDULE REVIEW CHECKLISTS

Schedule Review Checklists

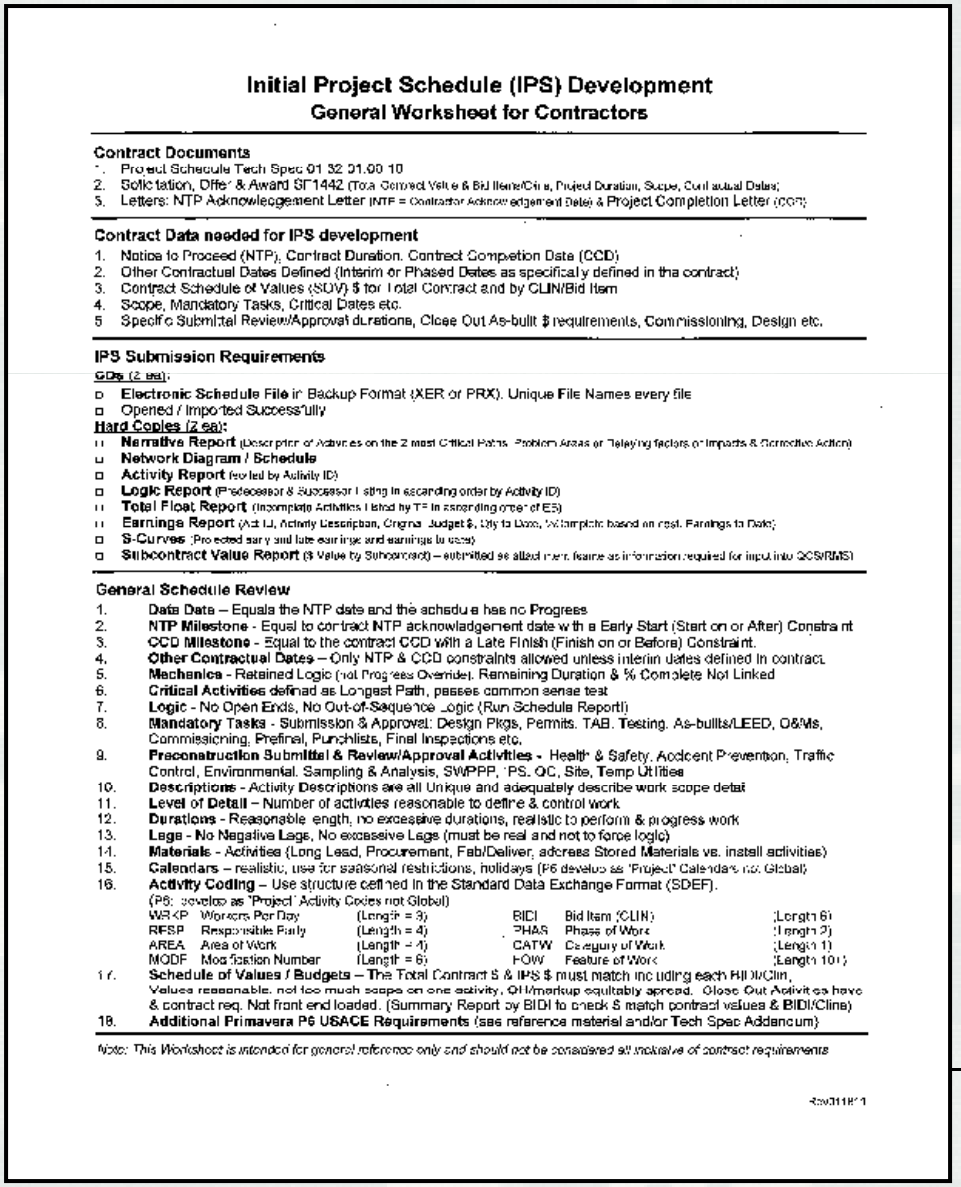
- ❑ Initial Project Schedule (IPS)
- ❑ Periodic Schedule Updates
- ❑ Time Impact Analysis (TIA)

IPS SCHEDULE REVIEW CHECKLIST

Initial Progress Schedule (IPS) Review

- ✓ Review schedule mechanics
- ✓ Evaluate logic and overall constructability
- * **Most Important Schedule Review**

IPS SCHEDULE REVIEW CHECKLIST



Initial Project Schedule (IPS) Development
General Worksheet for Contractors

Contract Documents
1. Project Schedule Tech Spec 01 32 01.00 10
2. Solicitation, Offer & Award SF1442 (Total Contract Value & Bid Items/CLINs, Project Duration, Scope, Contractual Dates)
3. Letters: NTP Acknowledgement Letter (NTF = Contractor Acknowledgement Date) & Project Completion Letter (CCD)

Contract Data needed for IPS development
1. Notice to Proceed (NTP), Contract Duration, Contract Completion Date (CCD)
2. Other Contractual Dates Defined (Interim or Phased Dates as specifically defined in the contract)
3. Contract Schedule of Values (SOV) $ for Total Contract and by CLIN/Bid Item
4. Scope, Mandatory Tasks, Critical Dates etc.
5. Specific Submittal Review/Approval durations, Close Out As-built $ requirements, Commissioning, Design etc.

IPS Submission Requirements
CDs (2 ea):
- ☐ **Electronic Schedule File** in Backup Format (XER or PRX). Unique File Names every file
- ☐ Opened / Imported Successfully

Hard Copies (2 ea):
- ☐ **Narrative Report** (Description of Activities on the 2 most Critical Paths, Problem Areas or Delaying factors or Impacts & Corrective Action)
- ☐ **Network Diagram / Schedule**
- ☐ **Activity Report** (sorted by Activity ID)
- ☐ **Logic Report** (Predecessor & Successor Listing in ascending order by Activity ID)
- ☐ **Total Float Report** (Incomplete Activities Listed by TF in ascending order of ES)
- ☐ **Earnings Report** (Act ID, Activity Description, Original Budget $, QTY to Date, % Complete based on cost, Earnings to Date)
- ☐ **S-Curves** (Projected early and late earnings and earnings to date)
- ☐ **Subcontract Value Report** ($ Value by Subcontract) – submitted as attachment, same as information required for input into QCS/RMS)

General Schedule Review
1. **Data Date** – Equals the NTP date and the schedule has no Progress
2. **NTP Milestone** - Equal to contract NTP acknowledgement date with a Early Start (Start on or After) Constraint
3. **CCD Milestone** - Equal to the contract CCD with a Late Finish (Finish on or Before) Constraint.
4. **Other Contractual Dates** – Only NTP & CCD constraints allowed unless interim dates defined in contract.
5. **Mechanics** - Retained Logic (not Progress Override). Remaining Duration & % Complete Not Linked
6. **Critical Activities** defined as Longest Path, passes common sense test
7. **Logic** - No Open Ends, No Out-of-Sequence Logic (Run Schedule Report)
8. **Mandatory Tasks** - Submission & Approval: Design Pkgs, Permits, TAB, Testing, As-builts/LEED, O&Ms, Commissioning, Prefinal, Punchlists, Final Inspections etc.
9. **Preconstruction Submittal & Review/Approval Activities** - Health & Safety, Accident Prevention, Traffic Control, Environmental, Sampling & Analysis, SWPPP, QCP, QC, Site, Temp Utilities
10. **Descriptions** - Activity Descriptions are all Unique and adequately describe work scope detail
11. **Level of Detail** – Number of activities reasonable to define & control work
12. **Durations** - Reasonable length, no excessive durations, realistic to perform & progress work
13. **Lags** - No Negative Lags, No excessive Lags (must be real and not to force logic)
14. **Materials** - Activities (Long Lead, Procurement, Fab/Deliver, address Stored Materials vs. install activities)
15. **Calendars** – realistic, use for seasonal restrictions, holidays (P6 develop as "Project" Calendars not Global)
16. **Activity Coding** – Use structure defined in the Standard Data Exchange Format (SDEF).
    (P6: develop as "Project" Activity Codes not Global)

WRKP	Workers Per Day	(Length = 3)	BIDI	Bid Item (CLIN)	(Length 6)
RESP	Responsible Party	(Length = 4)	PHAS	Phase of Work	(Length 2)
AREA	Area of Work	(Length = 4)	CATW	Category of Work	(Length 1)
MODF	Modification Number	(Length = 6)	FOW	Feature of Work	(Length 10)

17. **Schedule of Values / Budgets** – The Total Contract $ & IPS $ must match including each BID ID/Clin. Values reasonable, not too much scope on one activity, OH/markup equitably spread. Close Out Activities have $ contract req. Not front end loaded. (Summary Report by BIDI to check $ match contract values & BIDI/Clins)
18. **Additional Primavera P6 USACE Requirements** (see reference material and/or Tech Spec Addendum)

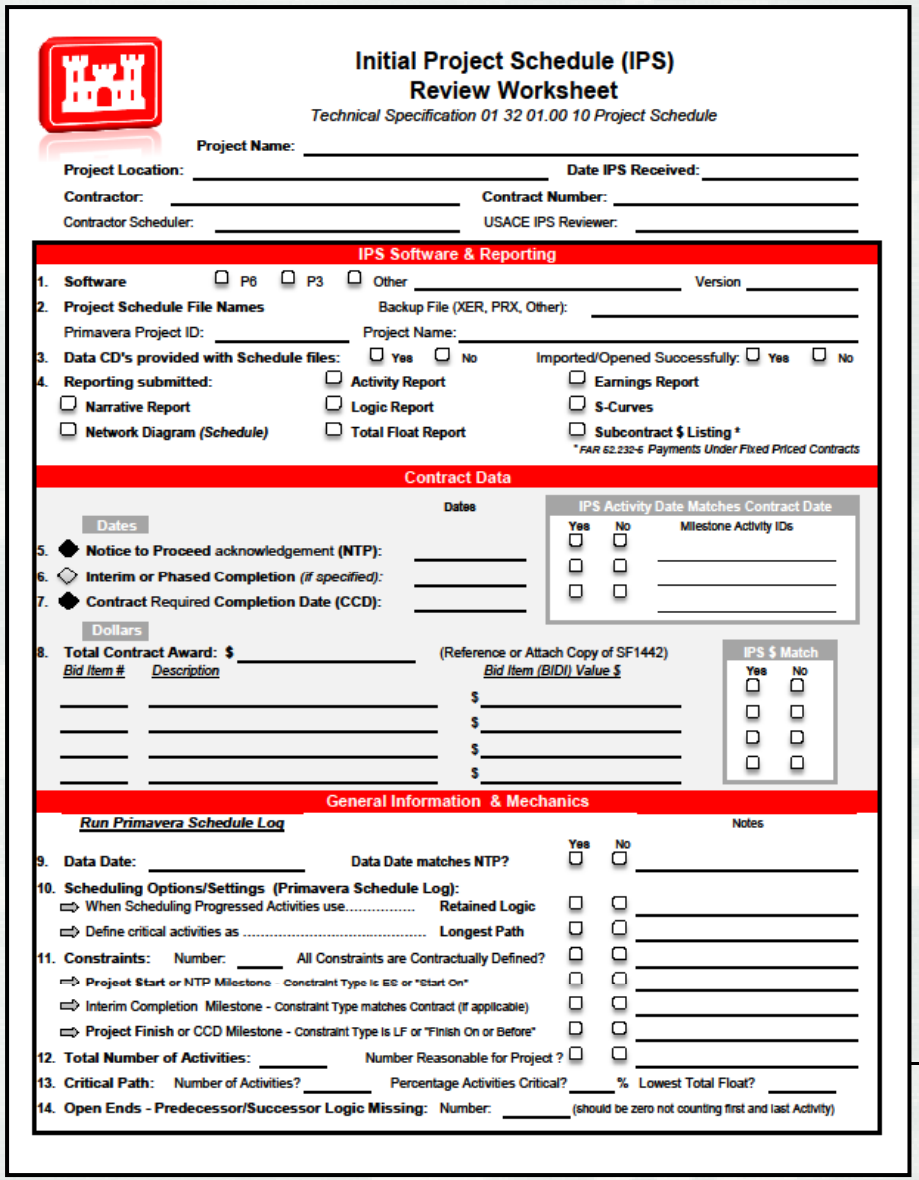
Note: This Worksheet is intended for general reference only and should not be considered all inclusive of contract requirements

Rev011811

Contractor IPS Checklist

- ✓ Quick reference checklist for Contractors
- ✓ Perform review before submitting schedule to Government

IPS SCHEDULE REVIEW CHECKLIST



Initial Project Schedule (IPS)
Review Worksheet
Technical Specification 01 32 01.00 10 Project Schedule

Project Name: _____

Project Location: _____ **Date IPS Received:** _____

Contractor: _____ **Contract Number:** _____

Contractor Scheduler: _____ USACE IPS Reviewer: _____

IPS Software & Reporting

1. **Software** ☐ P6 ☐ P3 ☐ Other _____ Version _____
2. **Project Schedule File Names** Backup File (XER, PRX, Other): _____
   Primavera Project ID: _____ Project Name: _____
3. **Data CD's provided with Schedule files:** ☐ Yes ☐ No Imported/Opened Successfully: ☐ Yes ☐ No
4. **Reporting submitted:** ☐ Activity Report ☐ Earnings Report
   ☐ Narrative Report ☐ Logic Report ☐ S-Curves
   ☐ Network Diagram *(Schedule)* ☐ Total Float Report ☐ Subcontract $ Listing *
   ** FAR 52.232-6 Payments Under Fixed Priced Contracts*

Contract Data

Dates — Dates

5. ◆ **Notice to Proceed** acknowledgement **(NTP):** _____
6. ◇ **Interim or Phased Completion** *(if specified):* _____
7. ◆ **Contract** Required **Completion Date (CCD):** _____

IPS Activity Date Matches Contract Date — Yes / No — Milestone Activity IDs

Dollars

8. **Total Contract Award: $** _____ (Reference or Attach Copy of SF1442)

Bid Item #	Description	Bid Item (BIDI) Value $
		$
		$
		$
		$

IPS $ Match — Yes / No

General Information & Mechanics

Run Primavera Schedule Log — Notes — Yes / No

9. **Data Date:** _____ **Data Date matches NTP?**
10. **Scheduling Options/Settings (Primavera Schedule Log):**
    - ⇨ When Scheduling Progressed Activities use..... **Retained Logic**
    - ⇨ Define critical activities as ..... **Longest Path**
11. **Constraints:** Number: ____ All Constraints are Contractually Defined?
    - ⇨ **Project Start** or NTP Milestone - Constraint Type is ES or "Start On"
    - ⇨ Interim Completion Milestone - Constraint Type matches Contract (if applicable)
    - ⇨ **Project Finish** or CCD Milestone - Constraint Type is LF or "Finish On or Before"
12. **Total Number of Activities:** _____ Number Reasonable for Project ?
13. **Critical Path:** Number of Activities? _____ Percentage Activities Critical? ____ % Lowest Total Float? _____
14. **Open Ends - Predecessor/Successor Logic Missing:** Number: _____ (should be zero not counting first and last Activity)

Government IPS Checklist

✓ Fill-able checklist used in Government/Contractor review meeting

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IPS SCHEDULE REVIEW CHECKLIST

Initial Project Schedule (IPS)
Review Worksheet

Technical Specification 01 32 01.00 10 Project Schedule

Project Name: _____

Project Location: _____ **Date IPS Received:** _____

Contractor: _____ **Contract Number:** _____

Contractor Scheduler: _____ USACE IPS Reviewer: _____

IPS Software & Reporting

1. **Software** ☐ P6 ☐ P3 ☐ Other _____ Version _____
2. **Project Schedule File Names** Backup File (XER, PRX, Other): _____
   Primavera Project ID: _____ Project Name: _____
3. **Data CD's provided with Schedule files:** ☐ Yes ☐ No Imported/Opened Successfully: ☐ Yes ☐ No
4. **Reporting submitted:**
   - ☐ Activity Report
   - ☐ Earnings Report
   - ☐ Narrative Report
   - ☐ Logic Report
   - ☐ S-Curves
   - ☐ Network Diagram *(Schedule)*
   - ☐ Total Float Report
   - ☐ Subcontract $ Listing *

**FAR 52.232-5 Payments Under Fixed Priced Contracts*

IPS SCHEDULE REVIEW CHECKLIST

Contract Data

Dates

Dates

IPS Activity Date Matches Contract Date

	Yes	No	Milestone Activity IDs
5. ◆ **Notice to Proceed** acknowledgement **(NTP):**	☐	☐	
6. ◇ **Interim or Phased Completion** *(if specified):*	☐	☐	
7. ◆ **Contract** Required **Completion Date (CCD):**	☐	☐	

Dollars

8. **Total Contract Award:** $ _____ (Reference or Attach Copy of SF1442)

Bid Item #	*Description*	*Bid Item (BID) Value $*
		$
		$
		$
		$

IPS $ Match

Yes	No
☐	☐
☐	☐
☐	☐
☐	☐

IPS SCHEDULE REVIEW CHECKLIST

General Information & Mechanics

Run Primavera Schedule Log

		Yes	No	Notes
9. **Data Date:** _____	Data Date matches NTP?	☐	☐	
10. **Scheduling Options/Settings (Primavera Schedule Log):**				
⇨ When Scheduling Progressed Activities use.....	Retained Logic	☐	☐	
⇨ Define critical activities as	Longest Path	☐	☐	
11. **Constraints:** Number: _____	All Constraints are Contractually Defined?	☐	☐	
⇨ Project Start or NTP Milestone - Constraint Type is ES or "Start On"		☐	☐	
⇨ Interim Completion Milestone - Constraint Type matches Contract (if applicable)		☐	☐	
⇨ Project Finish or CCD Milestone - Constraint Type is LF or "Finish On or Before"		☐	☐	
12. **Total Number of Activities:** _____	Number Reasonable for Project ?	☐	☐	

13. **Critical Path:** Number of Activities? _____ Percentage Activities Critical? _____ % Lowest Total Float? _____

14. **Open Ends - Predecessor/Successor Logic Missing:** Number: _____ (should be zero not counting first and last Activity)

IPS SCHEDULE REVIEW CHECKLIST

Initial Project Schedule (IPS) Review Worksheet

Project Name: _____ Page Two

P6 Software Settings & Development

15. **Primavera P6 - USACE Mandatory Requirements** *(See Manual for verification instructions):*

	Yes	No		Yes	No
#1 Activity Codes are Project Level	☐	☐	#6 Critical Activities defined as "Longest Path" *	☐	☐
#2 Calendars are Project Level	☐	☐	#7 Schedule Option set to "Retained Logic" *	☐	☐
#3 Duration Types set to "Fixed Duration & Units"	☐	☐	#8 Schedule Cost Loaded - Lump Sum Labor Resource	☐	☐
#4 Percent Complete Types set to "Physical"	☐	☐	#9 Activity ID values do not exceed 10 characters	☐	☐
#5 Time Period Preferences set to Default *(8 hr/day, 40 hr/week, 172 hr/month, 2000 hr/year Settings do not Export - must verify with User*	☐	☐	#10 Activity Name values do not exceed 30 characters	☐	☐

* *Verified previously on IPS Review Worksheet - Page One*

IPS SCHEUDLE REVIEW CHECKLIST

Project Schedule Detail

16. **Activity Names/Descriptions**

- ☐ Descriptions adequately define work scope
- ☐ All Activity Names are unique
- ☐ One Responsible Party per Activity
- ☐ Level of Detail is Sufficient for size and complexity of Project OR ☐ Additional Activity Detail & Break out is required

17. **Required Activities**

- ☐ Preconstruction Submittals/Plans: QC, Accident Prevention, EPA/SWPPP, Temp Facility, Traffic Controll, LEED, IPS, Sampling & Analysis
- ☐ Submittal Review Activities: Logic ties to Submittals, Original Durations match contract and "Govt" as the Responsible Party
- ☐ Mandatory Tasks: Design Activities (Design/Build contract), Permits, TAB, Commissioning , Testing, As-builts, O&Ms, Punchlists, Inspections
- ☐ Materials Activities: (Long Lead Items, Procurement, Fab/Deliver, Stored Materials)

18. Original Durations (ODs) & Lags

- ☐ ODs are not excessively long or unreasonably short
- ☐ ODs appear reasonable to perform work
- ☐ No Negative Lags
- ☐ No Excessive Lags
- ☐ Lags are justified - not used to "force" dates or reduce Total Float

19. **Calendars** *(Project Level)*

Calendar Names/Work Days: _____

- ☐ Calendars used for seasonal restrictions (not constraints, lags, long durations)

20 **Logic**

- ☐ Logic ties pass common sense test
- ☐ Majority of Activities have Finish Start (FS) Relationships
- ☐ Are Activities "Stacked" (If same trades working - is space feasible and does the plan include multiple crews)
- ☐ Critical Path "makes sense"

IPS SCHEUDLE REVIEW CHECKLIST

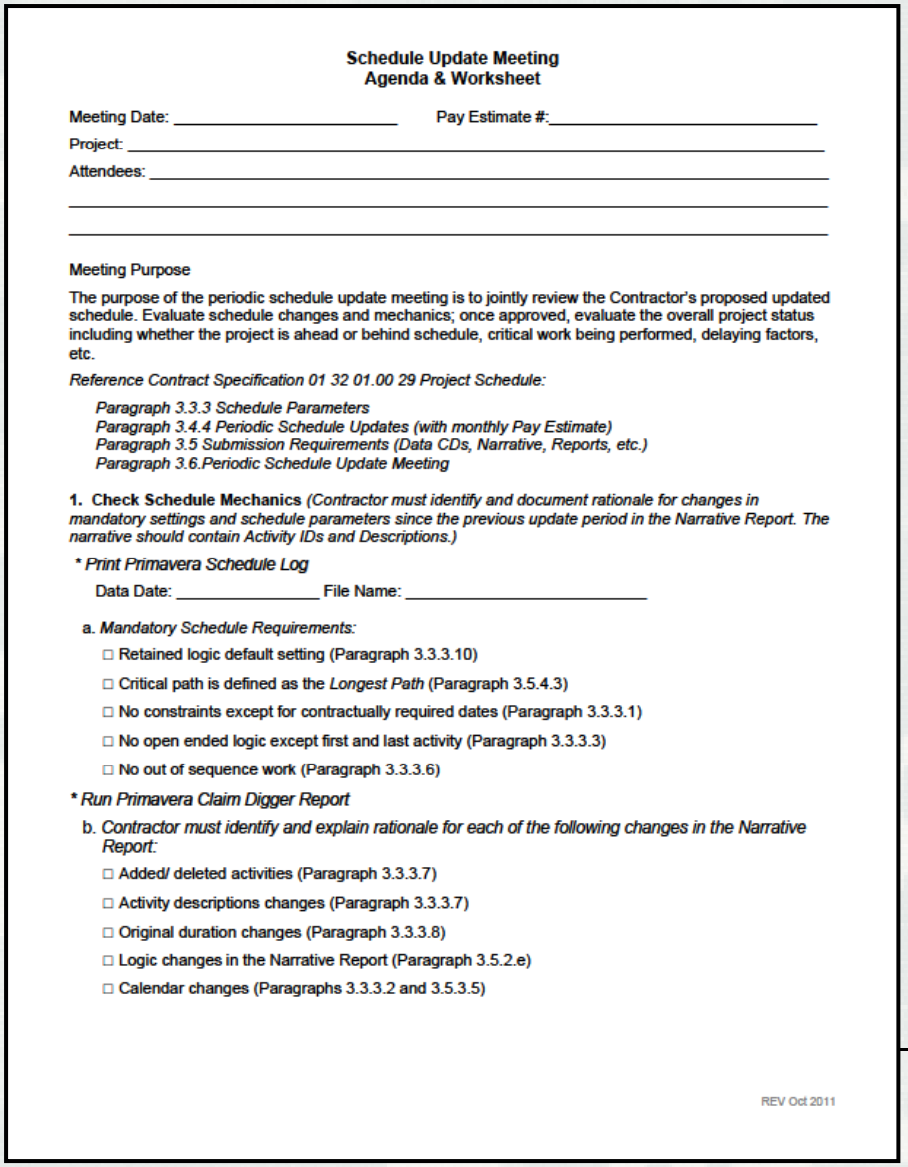
21. **Schedule of Values $**

- ☐ Budget $ are equitably spread throughout Project - Not Front End Loaded
- ☐ Activities do not have too much work scope per Activity OR ☐ Additional Activity Detail & Break out is required
- ☐ Design Activities (if Design/Build) - $ are a reasonable % of the Total Contract value (if not specified by BIDI)
- ☐ Subcontract $ Listing vs. Responsibility Code $ Comparison - matches up with overhead equitable spread in IPS?
- ☐ No $ on Submittals, Mobilization, Govt Activities etc. unless allowed by contract. ☐ Yes $ on Close Out (e.g. As-builts)

22. **Activity Code Development** *(Project Level)*

Activity Code Description	Code Value	Field Length	Developed	Assigned	Notes
Workers Per Day	WRKP	3	☐	☐	
Responsible Party	RESP	4	☐	☐	
Area of Work	AREA	4	☐	☐	
Modification Number	MODF	6	☐	☐	
Bid Item	BIDI	6	☐	☐	
Phase of Work	PHAS	2	☐	☐	
Category of Work	CATW	1	☐	☐	
Feature of Work	FOW (P3 FOW,23)	10, 10, 10	☐	☐	

UPDATE SCHEDULE REVIEW CHECKLIST



Schedule Update Meeting
Agenda & Worksheet

Meeting Date: _____ Pay Estimate #:_____

Project: _____

Attendees: _____

_____

_____

Meeting Purpose

The purpose of the periodic schedule update meeting is to jointly review the Contractor's proposed updated schedule. Evaluate schedule changes and mechanics; once approved, evaluate the overall project status including whether the project is ahead or behind schedule, critical work being performed, delaying factors, etc.

Reference Contract Specification 01 32 01.00 29 Project Schedule:

Paragraph 3.3.3 Schedule Parameters
Paragraph 3.4.4 Periodic Schedule Updates (with monthly Pay Estimate)
Paragraph 3.5 Submission Requirements (Data CDs, Narrative, Reports, etc.)
Paragraph 3.6.Periodic Schedule Update Meeting

1. Check Schedule Mechanics *(Contractor must identify and document rationale for changes in mandatory settings and schedule parameters since the previous update period in the Narrative Report. The narrative should contain Activity IDs and Descriptions.)*

** Print Primavera Schedule Log*

Data Date: _____ File Name: _____

a. *Mandatory Schedule Requirements:*

- □ Retained logic default setting (Paragraph 3.3.3.10)
- □ Critical path is defined as the *Longest Path* (Paragraph 3.5.4.3)
- □ No constraints except for contractually required dates (Paragraph 3.3.3.1)
- □ No open ended logic except first and last activity (Paragraph 3.3.3.3)
- □ No out of sequence work (Paragraph 3.3.3.6)

** Run Primavera Claim Digger Report*

b. *Contractor must identify and explain rationale for each of the following changes in the Narrative Report:*

- □ Added/ deleted activities (Paragraph 3.3.3.7)
- □ Activity descriptions changes (Paragraph 3.3.3.7)
- □ Original duration changes (Paragraph 3.3.3.8)
- □ Logic changes in the Narrative Report (Paragraph 3.5.2.e)
- □ Calendar changes (Paragraphs 3.3.3.2 and 3.5.3.5)

REV Oct 2011

Periodic Update Schedule Review

- ✓ Update progress
- ✓ Evaluate changes and mechanics
- ✓ Evaluate overall project status

UPDATE SCHEDULE REVIEW CHECKLIST

Schedule Update Meeting
Agenda & Worksheet

Meeting Date: _____ Pay Estimate #:_____

Project: _____

Attendees: _____

_____

_____

Meeting Purpose

The purpose of the periodic schedule update meeting is to jointly review the Contractor's proposed updated schedule. Evaluate schedule changes and mechanics; once approved, evaluate the overall project status including whether the project is ahead or behind schedule, critical work being performed, delaying factors, etc.

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UPDATE SCHEDULE REVIEW CHECKLIST

1. Check Schedule Mechanics *(Contractor must identify and document rationale for changes in mandatory settings and schedule parameters since the previous update period in the Narrative Report. The narrative should contain Activity IDs and Descriptions.)*

* *Print Primavera Schedule Log*

Data Date: _____ File Name: _____

a. *Mandatory Schedule Requirements:*

- ☐ Retained logic default setting (Paragraph 3.3.3.10)
- ☐ Critical path is defined as the *Longest Path* (Paragraph 3.5.4.3)
- ☐ No constraints except for contractually required dates (Paragraph 3.3.3.1)
- ☐ No open ended logic except first and last activity (Paragraph 3.3.3.3)
- ☐ No out of sequence work (Paragraph 3.3.3.6)

* *Run Primavera Claim Digger Report*

b. *Contractor must identify and explain rationale for each of the following changes in the Narrative Report:*

- ☐ Added/ deleted activities (Paragraph 3.3.3.7)
- ☐ Activity descriptions changes (Paragraph 3.3.3.7)
- ☐ Original duration changes (Paragraph 3.3.3.8)
- ☐ Logic changes in the Narrative Report (Paragraph 3.5.2.e)
- ☐ Calendar changes (Paragraphs 3.3.3.2 and 3.5.3.5)

UPDATE SCHEDULE REVIEW CHECKLIST

2. Review/Discuss Overall Project Status

Projected Completion Milestone Finish Date: _____Lowest Total Float = _____

(Rule of thumb: positive float = ahead of schedule; negative float = behind schedule)

Verify Contract Completion Date (CCD) Milestone Finish Date: _____

Identify the critical (longest) path: _____

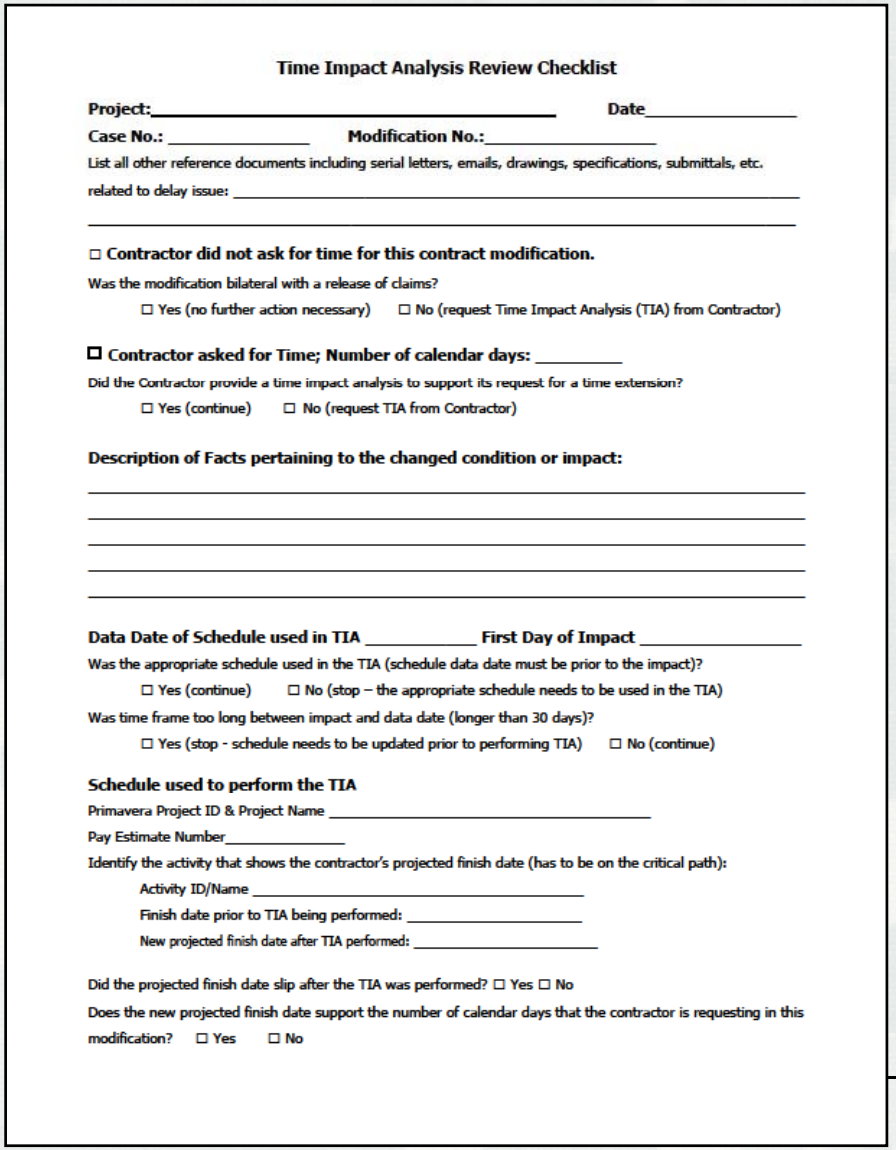
_____

_____

- ☐ Identify activities that should have started or finished during the last update period, but did not.
- ☐ Discuss work scheduled to start or finish in upcoming update period.
- ☐ Identify and discuss current and anticipated problem areas, their impact on the schedule, and possible correction actions.
- ☐ Identify all new fragnets incorporated into the schedule.
- ☐ Identify budget revisions (for new modifications added).

Provide Comments Below

TIME IMPACT ANALYSIS (TIA) REVIEW CHECKLIST



Time Impact Analysis Review Checklist

Project:_____ **Date**_____

Case No.: _____ **Modification No.:**_____

List all other reference documents including serial letters, emails, drawings, specifications, submittals, etc. related to delay issue: _____

_____

☐ **Contractor did not ask for time for this contract modification.**

Was the modification bilateral with a release of claims?

☐ Yes (no further action necessary) ☐ No (request Time Impact Analysis (TIA) from Contractor)

☐ **Contractor asked for Time; Number of calendar days:** _____

Did the Contractor provide a time impact analysis to support its request for a time extension?

☐ Yes (continue) ☐ No (request TIA from Contractor)

Description of Facts pertaining to the changed condition or impact:

_____

_____

_____

_____

_____

Data Date of Schedule used in TIA _____ **First Day of Impact** _____

Was the appropriate schedule used in the TIA (schedule data date must be prior to the impact)?

☐ Yes (continue) ☐ No (stop – the appropriate schedule needs to be used in the TIA)

Was time frame too long between impact and data date (longer than 30 days)?

☐ Yes (stop - schedule needs to be updated prior to performing TIA) ☐ No (continue)

Schedule used to perform the TIA

Primavera Project ID & Project Name _____

Pay Estimate Number_____

Identify the activity that shows the contractor's projected finish date (has to be on the critical path):

Activity ID/Name _____

Finish date prior to TIA being performed: _____

New projected finish date after TIA performed: _____

Did the projected finish date slip after the TIA was performed? ☐ Yes ☐ No

Does the new projected finish date support the number of calendar days that the contractor is requesting in this modification? ☐ Yes ☐ No

Time Impact Analysis Review Checklist

- ✓ TIA required on every modification and request for time
- ✓ Forward looking analysis
- ✓ Use standardized procedure, i.e. AACE 52R-06

TIA SCHEDULE REVIEW CHECKLIST

Time Impact Analysis Review Checklist

Project:_____ **Date**_____

Case No.: _____ **Modification No.:**_____

List all other reference documents including serial letters, emails, drawings, specifications, submittals, etc. related to delay issue: _____

_____

☐ **Contractor did not ask for time for this contract modification.**

Was the modification bilateral with a release of claims?

☐ Yes (no further action necessary) ☐ No (request Time Impact Analysis (TIA) from Contractor)

☐ **Contractor asked for Time; Number of calendar days:** _____

Did the Contractor provide a time impact analysis to support its request for a time extension?

☐ Yes (continue) ☐ No (request TIA from Contractor)

Description of Facts pertaining to the changed condition or impact:

_____

_____

_____

_____

_____

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TIA SCHEDULE REVIEW CHECKLIST

Data Date of Schedule used in TIA _____ **First Day of Impact** _____

Was the appropriate schedule used in the TIA (schedule data date must be prior to the impact)?

☐ Yes (continue) ☐ No (stop – the appropriate schedule needs to be used in the TIA)

Was time frame too long between impact and data date (longer than 30 days)?

☐ Yes (stop - schedule needs to be updated prior to performing TIA) ☐ No (continue)

Schedule used to perform the TIA

Primavera Project ID & Project Name _____

Pay Estimate Number_____

Identify the activity that shows the contractor's projected finish date (has to be on the critical path):

Activity ID/Name _____

Finish date prior to TIA being performed: _____

New projected finish date after TIA performed: _____

Did the projected finish date slip after the TIA was performed? ☐ Yes ☐ No

Does the new projected finish date support the number of calendar days that the contractor is requesting in this modification? ☐ Yes ☐ No

TIA SCHEDULE REVIEW CHECKLIST

Fragnet

Describe the fragnet (i.e. activities, relationships, durations, calendar, etc.)

Does the fragnet accurately reflect the corrective action agreed upon (I.e. the logic and durations are reasonable; the fragnet is not overly complex, etc.)? ☐ Yes ☐ No (Explain)

Identify all schedule activities impacted and whether they are a predecessor or successor to the fragnet:

Do you agree with the contractor that these activities were impacted? ☐ Yes ☐ No (Explain)

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TIA SCHEDULE REVIEW CHECKLIST

What are the actual delay dates? _____

Are there concurrent* contractor delays? ☐ Yes (Explain) ☐ No

_____

_____

_____

_____

_____

*Concurrent delays (both Contractor and Government delays) must be on the critical path. The contractor is owed time, but not extended project costs. If there are no concurrent delays, then the contractor is owed time and extended project costs.

QUESTIONS?

Craig Lance
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Alaska District
U.S. Army Corps of Engineers

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