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USACE / NAVFAC / AFCEA UFGS-01320N (December 2003)  
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Preparing Activity: NAVFAC Superseding  
UFGS-01320N (May 2003)

UNIFIED FACILITIES GUIDE SPECIFICATIONS

Revised throughout - changes not indicated by CHG tags

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12/03

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## UNIFIED FACILITIES GUIDE SPECIFICATIONS

Revised throughout - changes not indicated by CHG tags

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### SECTION 01320N

[DESIGN AND ] CONSTRUCTION PROGRESS DOCUMENTATION  
12/03

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NOTE: This guide specification covers the requirements for the preparation and use of Design-Build Schedules and Design-Bid-Build Schedules and as such must be edited for the acquisition method used.

Comments and suggestions on this guide specification are welcome and should be directed to the technical proponent of the specification. A listing of technical proponents, including their organization designation and telephone number, is on the Internet.

Recommended changes to a UFGS should be submitted as a Criteria Change Request (CCR).

Use of electronic communication is encouraged.

Brackets are used in the text to indicate designer choices or locations where text must be supplied by the designer.

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NOTE: Coordinate with Section 01200 PRICE AND PAYMENT PROCEDURES. Edit paragraphs only where specific project information is required.

Coordinate selection of the scheduling specification (either 01320 or 01321) with the administrating ROICC Office. Consult with the administering ROICC Office to determine if an Equipment Delivery Schedule will be used on this project or if the simplified Network Analysis Scheduled specified in this Section will be used.

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## PART 1 GENERAL

### 1.1 SUBMITTALS

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NOTE: Submittals must be limited to those necessary for adequate quality control. The importance of an item in the project should be one of the primary factors in determining if a submittal for the item should be required.

A "G" following a submittal item indicates that the submittal requires Government approval. Some submittals are already marked with a "G". Only delete an existing "G" if the submittal item is not complex and can be reviewed through the Contractor's Quality Control system. Only add a "G" if the submittal is sufficiently important or complex in context of the project.

For submittals requiring Government approval on Army projects, a code of up to three characters within the submittal tags may be used following the "G" designation to indicate the approving authority. Codes for Army projects using the Resident Management System (RMS) are: "AE" for Architect-Engineer; "DO" for District Office (Engineering Division or other organization in the District Office); "AO" for Area Office; "RO" for Resident Office; and "PO" for Project Office. Codes following the "G" typically are not used for Navy projects.

Submittal items not designated with a "G" are considered as being for information only for Army projects and for Contractor Quality Control approval for Navy projects.

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Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are [for Contractor Quality Control approval.][for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government.] The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

[Design and ]Construction schedule; G

## 1.2 [DESIGN AND ]CONSTRUCTION SCHEDULE

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NOTE: Select the first bracketed option when a line or bar chart is sufficient to administer the project. Generally, line and bar chart construction schedules should only be specified for very simple, low dollar value projects. Select the second bracketed option when a CPM is desired to administer the project. Consult with the ROICC to determine form of construction schedule desired.

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Prior to the start of work, prepare and submit to the Contracting Officer

for acceptance a [design and ]construction schedule in the form of a [progress chart] [Critical Path Method (CPM), Network Schedule] in accordance with the terms in Contract Clause "FAR 52.236-15, Schedules for Construction Contracts," except as modified in this contract.

### [1.3 EQUIPMENT DELIVERY SCHEDULE

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**NOTE: Delete this requirement if a Network Analysis Schedule will be required on this project.**  
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#### 1.3.1 Initial Schedule

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**NOTE: Specify less time for short term projects. Specify more time for projects having extensive equipment requirements.**  
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Within [30] [\_\_\_\_\_] calendar days after acceptance of the proposed [design and ]construction schedule, submit for Contracting Officer acceptance a schedule showing procurement plans for materials and equipment. Submit in the format and content as prescribed by the Contracting Officer, and include as a minimum the following information:

- a. Description.
- b. Date of the purchase order.
- c. Promised shipping date.
- d. Name of the manufacturer or supplier.
- e. Date delivery is expected.
- f. Date the material or equipment is required, according to the current construction schedule.

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### [1.4 NETWORK ANALYSIS SCHEDULE (NAS)

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**NOTE: Delete this requirement if an Equipment Delivery Schedule will be required on this project. Determine the minimum number of activities based on the complexity of the project, but should be no more than one activity for every \$5,000 of contract value.**  
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[The Contractor shall use the critical path method (CPM) to schedule and control construction activities. The Network shall have a minimum of [\_\_\_\_\_] construction activities. The scheduling software that will be utilized by the Government on this project is [SureTrak by Primavera Systems, Inc.] [Primavera Project Planner (P3) by Primavera Systems, Inc.]. Notwithstanding any other provision in the contract, schedules submitted for this project must be prepared using either Primavera P3 or Primavera SureTrak (files saved in Concentric P3 format). Submission of data from another software system where data conversion techniques or software is used to import into Primavera's scheduling software is not acceptable and

will be cause for rejection of the submitted schedule. The schedule shall identify as a minimum:

- a. [Design and ]Construction time for all major systems and components;
- b. Each activity shall be assigned its appropriate Responsibility Code;
- c. Each activity shall be assigned its appropriate Phase Code;
- d. Major submittals and submittal processing time; and
- e. Major equipment lead time].

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**NOTE: When WebCM is a requirement on this project,  
delete the first bracketed phrase and retain the  
language in the second set of brackets.**  
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#### 1.4.1 CPM Submittals and Procedures

Submit all network analysis and updates in hard copy and [on electronic media that is acceptable to the Contracting Officer] [the backed-up native files (.prx or .stx) for the schedule submittal will be posted to the NAVFAC WebCM internet site, as directed by the Contracting Officer. The project schedule will also be posted in the format specified as an Adobe PDF file with no relationship lines displayed in the graphic]. The network analysis system shall be kept current, with changes made to reflect the actual progress and status of the construction.

#### ]1.5 UPDATED SCHEDULES

Update the construction schedule and equipment delivery schedule at monthly intervals or when the schedule has been revised. Reflect any changes occurring since the last update. Submit copies of the purchase orders and confirmation of the delivery dates as directed.

#### PART 2 PRODUCTS

Not used.

#### PART 3 EXECUTION

Not used.

-- End of Section --