Contractor: **Consultant:**

BASELINE SCHEDULE NARRATIVE REPORT

FOR:

……

Contract award Date – ……
Notice to Proceed Date – ……
Schedule Data Date – ……
Final Completion Date – ……
Contract Completion Date – ……

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1. INTRODUCTION

- This project includes Site grading and utilities shall be modified/installed. New exterior access ramps to the building. The building will be fully abated of asbestos containing materials (ACM) and hazardous materials. Structural renovations to the building interior walls and floor will be done.
- The existing roofing system (EPDM and) slate roof shall be replaced.
- All existing windows will be replaced and various places where windows were infilled shall be installed.
- Complete interior building renovations including: interior walls and finishes, floor finishes, ceilings, stairs, elevator, doors and hardware, mechanical, plumbing and fire protection systems, lighting and electrical systems. The project is being designed to LEED Gold and is registered with USGBC.

- In accordance with the specifications requirements, the project's baseline submittal has been scheduled based on Contract award date of September 23rd, 2011 and Contract Completion Date of August 9th, 2013.

2. BASELINE PLAN APPROACH FOR PROJECT CONSTRUCTION

Hayes Hall Building Wide Restoration Project Schedule is divided into four different groups (Engineering & Administration, Procurement, Construction Activities, and Inspection & Handover Activities).

The Engineering & Administration consists of general activities including the preparation, review & approval of the preconstruction submittals.

Procurement activities represent the material/equipment submittal preparation, approval and also the fabrication and delivery.

Construction activities consist of different features of work for the project in different areas.

The last group of the schedule activities is the Inspection & Handover activities which mainly include the testing, inspection activities, punch list completion, and the final inspection and acceptance.

Project Sequence:

- Pre-construction Submittals will start after the Contract Award
- Construction Submittals will start after the QC Plan approval.
- The Mobilization will start after the QC Plan, APP Plan, schedule and submittals approval and providing the NTP.
- Procurement will start after the approval of submittals.
- Construction activities start after their corresponding procurement activities & the Pre-construction submittals.
- Construction activities start on the south of the building & move to the core and end in the north. The only exception to this statement would be the abatement. Abatement will take place on all the floors in the south and core and then they will move to the north
- The inspection of work starts after the end of the construction activities and is followed by the projected finish.

Major Dates & Milestones:

- Contract Award September 23rd, 2011.
- Notice to Proceed is scheduled on September 23rd, 2011.
- Projected Completion Date August 9th, 2013.
- Contract Completion Date August 9th, 2013.

3. CALENDARS

List of all the calendars used on this project:

- 7 days' work week Calendar with no holidays
- 5 days' work week Calendar with basic holidays

- All Construction & Construction Submittal activities are scheduled on 5 days' work week Calendar with basic holidays.

Holidays List

- Labor Day
- Columbus Day
- Thanksgiving Day
- Martin Luther King Day
- Washington's Birthday
- Memorial Day
- Christmas
- New Year

4. SCHEDULE STATISTICS

Scheduling/Leveling Settings:

Scheduling .....Yes
Leveling .....No
Ignore relationships to and from other projects .....No
Make open-ended activities critical .....No
Use Expected Finish Dates .....Yes
Schedule automatically when a change affects dates .....No
Level resources during scheduling .....No
Recalculate assignment costs after scheduling .....No
When scheduling progressed activities use .....Retained Logic
Calculate start-to-start lag from .....Early Start
Define critical activities as Total Float less than or equal to .0
Compute Total Float As .....Finish Float
Calculate float based on finish date of .....Each project
Calendar for scheduling Relationship Lag .....Predecessor Activity Calendar

Activities.....700
Not Started.....700
In Progress.....0
Completed.....0
Relationships.....1818
Data Date..... 23-Sep-11
Earliest Early Start Date..... 23-Sep-11
Latest Early Finish Date..... 09-Aug-13

Open end listing -- Scheduling:

Activity KD1010	Contract Award	has no predecessors
Activity KD1090	Final Completion	has no successors

Constraint listing:

Activities with Constraint.....1
KD1090 Final Completion Finish on 09-Aug-13

5.0 INTEGRATED PROJECT SCHEDULE

Enclosed as a separate XER file.

6.0 Critical Path

Critical is defined as having zero days of Total Float.

Critical Path Layout format is enclosed.

7.0 Logic Report

Enclosed.

8.0 Schedule Tabular Report

Enclosed.