

GC Schedule Review Checklist for Electrical, Mechanical and Civil Contractors

What to check in the general contractor's schedule before your dates become your commitment, and every month after.

WHEN TO REVIEW

- ☐ **Before you accept the dates.** Before signing, or before the owner accepts the GC's baseline. Objections are cheapest here.
- ☐ **Every monthly update.** Durations get shorter and logic changes quietly between updates.
- ☐ **When told to accelerate or resequence.** Compare the instruction to the schedule before you comply.

YOUR SCOPE IN THE GC SCHEDULE

- ☐ **Durations.** Each of your activities compared to your estimate: the crew size and production rate you priced.
- ☐ **Breakdown.** Your work split by the same floors or areas the GC hands over, not one bar for the whole job.
- ☐ **Start dates.** What logic drives each area-ready date, and whether that predecessor is real and realistic.
- ☐ **Ties to other trades.** Inspections, predecessor trades and owner decisions linked to your work, so their delay shows as theirs.
- ☐ **Float.** Whether float on your activities is real, or depends on someone else finishing early.
- ☐ **Finish window.** Startup, testing and commissioning given the time your work actually needs at the end of the job.

EQUIPMENT, SITE AND WEATHER

- ☐ **Long-lead gear.** Switchgear, panels, generators, air handlers, chillers: submittal, approval, fabrication and delivery with your vendors' dates.
- ☐ **Shutdowns.** In occupied buildings, shutdown requests, approval lead times and allowed windows in the logic.
- ☐ **Civil and site work.** Site access dates, contract weather allowance, and permit or environmental windows as constraints.

EACH MONTHLY UPDATE

- ☐ Compare to the previous update and to the baseline: every changed duration, tie and date affecting your scope.
- ☐ Log each change with the update date and activity ID.
- ☐ Record delays to your work when they happen, with the cause and the responsible party.

WHAT TO SEND THE GC

- ☐ A written list keyed to activity IDs, for example: "Activity E-2140 shows 25 working days; our bid assumed 40 at a 6-person crew."
- ☐ A request for the native schedule file if you only have the PDF.
- ☐ Written notice of delay within the time your contract allows, with the schedule record attached.

Want the GC schedule reviewed from your side?

CPM Pros supports electrical, mechanical, plumbing, fire protection and civil contractors working under a GC. Send the GC schedule PDF or your contract for a written quote, typically within 3 business days.