



Painting and Decorating Contractors of America

PDCA INDUSTRY STANDARDS

PDCA P7-04

Job Sequencing

1. Scope

- 1.1. The purpose of this standard is to recognize how job sequencing affects the completion of Painting and Decorating work activities.
- 1.2. This standard establishes job sequencing criteria for bidding purposes.
- 1.3. This standard encompasses projects where the Painting and Decorating Contractor applies paints, coatings and/or wallcoverings to surfaces or substrates prepared by the Contracting Entity, another contractor, construction manager or trade not under the Painting and Decorating Contractor's control.
- 1.4. This standard is not intended to establish project schedules.

2. Significance and Use

- 2.1. Proper and effective job sequencing is vital to the work of (new construction, remodeling and repainting projects) the Painting and Decorating Contractor. The Painting and Decorating Contractor's cost and quality of work is affected by changes in job sequencing.
- 2.2. This standard should be used in bidding and during the course of the project or in the absence of a written schedule.
- 2.3. This standard will help the Painting and Decorating Contractor define the job conditions and sequencing necessary to complete its work in a timely and productive manner.
- 2.4. This standard will help determine the responsibility of those whose actions fail to maintain proper job sequencing, causing additional costs to the Painting and Decorating Contractor.

3. Reference Documents and Standards

- 3.1. PDCA, Standard P1-04, Touch-Up Painting and Damage Repair: Financial Responsibility.
- 3.2. PDCA, Standard P9-04, Definition of Trade Terms.
- 3.3. PDCA, Painting and Decorating Craftsman's Manual and Textbook, 1995, 8th edition.

- 3.4. NAWIC, Construction Dictionary, Published by Greater Phoenix, Arizona Chapter #98 of The National Association of Women in Construction, 9th edition, 5th printing, June 2003.
- 3.5. Construction Delay, T.J. Trauner, Documenting Causes, Winning Claims and Recovering Costs, Published by R. S. Means, Inc., (CMGD) 1990.
- 3.6. Painting and Decorating Encyclopedia, William Brushwell, Published by Goodheart-Wilcox, 1982.
- 3.7. If there is a conflict between any of the references and this standard, the requirements of this standard shall prevail.

4. Definitions

- 4.1. **ACCELERATION:** To hasten the progress or development of project production and/or completion. [PDCA, P9-04]
- 4.2. **CONTRACTING ENTITY:** The general contractor, owner of the property, construction manager, developer or other entity legally responsible for the agreement, or authorized agent of any of the above. [PDCA, P9-04]
- 4.3. **CROWDING:** More craft activity in a given area than can be accommodated efficiently. [PDCA, P9-04]
- 4.4. **JOB SEQUENCE/SEQUENCING:** An order of succession or continuity of progression of work activities. [PDCA, P9-04]
- 4.5. **LEAP-FROGGING:** The presence of other subcontractor(s) and/or stockpiling of materials in areas, which interferes with and hampers the Painting and Decorating Contractor's crew from completing its work in a given area. [PDCA, P9-04]
- 4.6. **PAINTING AND DECORATING CONTRACTOR:** The individual or company contracted to apply paints, coatings, wallcoverings and other decorative finishes. [PDCA, P9-04]
- 4.7. **PRE-FINISHED:** For the purpose of this standard, finished by an entity other than the Painting and Decorating Contractor. (A completely finished product requiring installation only.)



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- 4.8. **SHIFT WORK:** Work scheduled in time periods other than the normal workday. [PDCA, P9-04]
- 4.9. **STACKING OF TRADES:** Simultaneous operation of several trades, resulting in congestion and confusion, which in turn causes a decrease in labor productivity. [PDCA, P9-04]

5. Standard Specification

- 5.1. Interior General Conditions: The following requirements, supplied by others, must be in place prior to the start of work in order to ensure a successful installation by the Painting and Decorating Contractor:
 - 5.1.1. The structure shall be weather-tight including doors, windows, floors and roofing.
 - 5.1.2. Permanent or temporary HVAC system shall maintain temperature and humidity levels within the guidelines set forth and approved by the material suppliers of the products specified.
 - 5.1.3. Unless otherwise agreed, permanent lighting, or temporary lighting comparable in intensity to the permanent lighting, shall be supplied. If temporary lighting is not comparable to the permanent lighting, inspections shall occur under the temporary lighting. However, surface deficiencies noted upon installation of permanent lighting shall be considered latent damage. Refer to PDCA Standard P1-04, Touch-Up Painting and Damage Repair: Financial Responsibility.
 - 5.1.4. Unless specified otherwise, all pre-finished or non-painted items and furnishings shall be installed on painted/decorated surfaces or in painted/decorated areas after final finishes are applied. This shall apply to, but not be limited to, ceiling grid, door hardware, light fixtures, trim, base and carpet.
- 5.2. Exterior General Conditions: The following requirements, supplied by others, must be in place prior to the start of work in order to ensure a successful installation by the Painting and Decorating Contractor:
 - 5.2.1. Reasonable access to the area prior to the installation of any fencing, landscaping or other obstacles that could prevent or hinder such access.

- 5.2.2. Acceptable weather and climate conditions of the project area to comply with the manufacturers' recommendations for application of materials.
- 5.3. The following requirements are mandatory for proper sequencing of the Painting and Decorating Contractor's scope of work:
 - 5.3.1. When all other trades have completed their work, job sequencing shall be maintained, enabling the Painting and Decorating Contractor to commence its work and proceed efficiently through to completion.
 - 5.3.2. The Painting and Decorating Contractor shall be informed in writing not less than three (3) working days in advance of changes in schedule that may affect work shifts, require acceleration, or cause added cost.
 - 5.3.3. Completion of other trades' work that requires field finishing is to be coordinated with the Painting and Decorating Contractor to avoid adverse conditions such as leap-frogging, stacking of trades and damage by others to finishes, whether completed or in progress.

6. Comments

- 6.1. Compliance with this standard will promote a high quality of workmanship by the Painting and Decorating Contractor.
- 6.2. Unless specified otherwise, the Painting and Decorating Contractor shall be entitled to additional compensation when job sequencing does not conform to this standard.
- 6.3. This standard is a nationally recognized consensus document for the Painting and Decorating industry's work practices.

This standard clarifies areas of responsibility. Improved communication reduces misunderstandings.

7. Disclaimer of Liability

PDCA does not warrant or assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any of the information contained herein.