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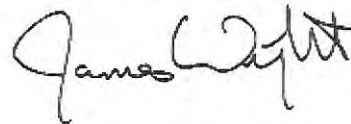
Subject: Capital Improvements Categories of Work Classification
Enclosure 1: CIBL Categories of Work Classification Guidelines

1. Background. NAVFAC is focused on improving productivity and reducing production cost associated with its delivery of products and services. A key part of the effort is to eliminate redundant or unnecessary efforts associated with planning, designing, procuring, and sustaining facilities for our Clients. NAVFAC's goal is to safely and responsibly deliver the right product with the right amount of engineering and construction oversight through either in-house or contract execution at the optimum life cycle cost.
2. The following modifies the issued Enterprise Project Classification Policy dated 4 August 2004 for the Capital Improvements Business Line to re-establish a risk-based criteria process for classifying both in-house and contracted projects based on the level of NAVFAC design, engineering and construction oversight.
3. Revised Project Classification Matrix – Four Categories of Work.

Work Category	Project Management			
	Project Development	Design/Engineering Effort	Construction Oversight	Schedule and Tracking
I	Programmatic	Multi-Discipline Design	Based on BMS	eProjects
II		Tailored Design		eProjects
III	Scoping	Limited Engineering	Limited	SPM
IV		None	By exception	SPM

Enclosure 1 is attached to support this matrix. Enclosure 1 is provided as a reference only.

4. This process will be incorporated into the Business Management System (BMS).



James W. Wright, Ph.D., P.E.
Chief Engineer and Director,
NAVFAC Capital Improvements

CIBL Categories of Work Classification Guidelines

The following is provided as guidelines for classifying design, engineering and construction work. Project examples are provided for reference only. Characteristics could result in actual projects being classified differently (for example, a carpet project may not be always be classified as Category IV if circumstances dictate a higher level of design/engineering or construction oversight).

Category I – Multi-Discipline Design, BMS-Based CQM Oversight

- High financial, schedule, and/or life safety risk
- Usually MCON, MILCON, BRAC, HSG, large O&M,&N
- Local, State, Federal, or National Environmental or usage permits required
- SHPO Consultation Needed
- Building and/or Site Approval Required
- Primarily Multi-discipline design requirements
- New construction or major renovation/repair/restoration
- Complex design, plans & specs, calculations, site investigation, or studies required.
- Includes installation of equipment/systems that incorporate leading-edge technology

Examples of Typical Category I Work

Air Terminals
 Aircraft Acoustical Enclosures
 Aircraft Engine Test Facility
 Aircraft Hangers
 Bridges
 Computer Systems Facilities
 Controlled Industrial Facilities
 Corrosion Control Hanger
 Detention Facilities
 Dry-docks
 Electronics Testing Facilities
 Elevator Installations or Replacements
 Energy Projects Requiring Plans & Specs, e.g., Multiple EMCS's
 Exchanges/Commissaries
 Fitness Centers
 Fleet Mooring
 Flight Simulator Facilities
 Galleys
 Gas Stations
 Gymnasiums
 High Security Facilities
 Hobby Shops
 Hospitals
 Hyperbaric Facilities
 Indoor Firing Ranges

Jet Engine Test Cells
Magazines
Maintenance Facilities
Major Renovations/Additions that include Category I, II, III, and IV work
Medical/Dental Clinics
Multi Story Transient Lodgings
Multi-Story Administrative Facilities
Nuclear Handling or Support Facilities
Offshore Structures
Ordnance Testing and Evaluation Facilities
Piers
POL Facilities
Power Plants
RDT&E Support Facilities
Sea Walls
Security Engineering, Planning, Design and Construction
Sewage Treatment Facilities
Tanks, Elevated Water
Tanks, Fuel
Technology Demonstration, validation, assessment, and Transfer
Theaters
Towers, Communication
Training Buildings
Underwater Cable Facilities
Water Treatment Facilities

Category II – Tailored Design, BMS-Based CQM Oversight

- Substantial financial, schedule, and/or life safety risk
- Usually large O&M,&N/Special Project, but could be MCON, MILCON, BRAC, HSG
- Local or State environmental or usage permits may be required
- Building and/or Site Approval Required
- Limited number of design disciplines
- Renovations and/or some new construction
- Design obtained through combination of Designer of Record- and Contractor-furnished documents: Routine design, plans and limited specs (supplemented by contractor-furnished shop drawings & submittals), site investigation or studies
- Includes installation, replacement or repair of equipment/systems that incorporate conventional technology

Examples of Typical Category II Work

Alarms, Fire Protection, new installations/replacements
Bridges, Pedestrian
Building structural systems, single story and/or modifications
Building, Pre-engineered, with utilities

Conveying Systems
Conversion of Space
Dredging
Electrical, Standby Generator Systems/UPS
Energy Projects for Single EMCS System
Erosion Control
Exterior Electrical Distribution
Fences, Security, ATRP
Fire Protection System, installation/replacement
Foundations, reinforced
HVAC System Replacements/Upgrades, > 5 Tons
Ocean Construction
Plumbing, multi-story
Ranges, small arms
Renovations that include category II, III, and IV work
Residential Housing
Road Construction
Runway/Taxiway Lighting
Signals, Traffic
Stairs, multi-story or not pre-engineered single story
Storm Drainage
Sports Fields
Sprinklers, Fire Protection Warehouse, General Storage
Utility Upgrades
Waterfront Facilities, Inspection, Maintenance and Repair

Category III – Limited Engineering Oversight/ Limited CQM Oversight

- Moderate financial, schedule, and/or limited/very low life safety risk
- Local environmental or usage permits required (No State or Federal)
- Building and/or Site approval not required (exceptions may elevate work to Category II)
- No plans and specs; Build from Planner and Estimator Scope of work -- supplemented by Professional Engineering staff as needed with sketches, catalog cuts and/or narrative descriptions
- Primarily minor renovation or repair
- Basic measurements and limited technical calculations required
- Includes (in kind) replacement or repair of fixtures, hardware and non-technical equipment
- Limited Engineering and construction oversight

Examples of Typical Category III Work

Alarms, Fire Protection, relocation <4
Building, Pre-engineered, >120 sf, no utilities
Carport, prefabricated
Conveyors, replacement

Coolers, Water
Demolition, non-structural
Doors, Overhead Garage, >100 sf,
Doors, Personnel, non-load bearing wall
Electrical, receptacles, 120/240v
Equipment, Food Service
Equipment, Loading Dock
Equipment, Security Vault
Excavation, scoping required
Exterior Insulation Finish System
Fence, chain link, > 8' high, requires site approval
Fence, ornamental, > 6' high
Housing Construction/Revitalization, PPV
HVAC Package Units, < 5 Tons, ground level
Paving, Asphalt, Overlay, large repair
Paving, Concrete, Replacement, large repair
Plumbing, rough-in, single story, residential or administrative
Renovation, including Category III and IV work
Roof replacement, structural repair in-kind
Sprinkler Heads, fire protection, relocation/replacement, <21
Stairs, interior or exterior, single flight, pre-engineered
Utilities, connect to existing with provider consultation
Walls, partition, no ingress/egress issues, no utilities
Windows, non-load bearing wall

Category IV – No Engineering / CQM Oversight by Exception

- Very low financial, schedule, and very low life safety risk
- No Permits required
- Build from client requirements
- Only minor renovation or repair
- No structural, electrical (primary distribution system), mechanical (HVAC), fire protection, intrusion detection, anti-terrorism force protection, environmental remediation, or hazard abatement (lead, asbestos) elements
- May include replacement or repair of fixtures, hardware, and finishes
- Client works directly with vendor/contractor
- NAVFAC Construction oversight by exception

Examples of Typical Category IV Work

Bollards, Protective, Not on Piers or for ATRP Purposes
Building, Pre-engineered, <120 sf, no utilities
Bumpers, Parking lot
Bus Stop shelter, pre-engineered, no utilities
Cabinets, Floor

Cabinets, Wall
Cable TV receptacles
Carpet, Floor
Coolers, Water, replacement
Countertop, Laminate
Countertop, Solid Surface
Disposer, Under Sink Waste
Doors, Overhead Garage, <100 sf, replacement
Doors, Personnel, replacement; applies to non-fire rated doors in non-fire rated walls
Driveway, Asphalt, repair or replace
Driveway, Concrete, repair or replace
Enclosure, Dumpster
Equipment, Playground
Fans, Ceiling, replacement
Fans, Exhaust, replacement
Fence, Chain link, <8' high, requires site approval/fire
Fence, Ornamental, < 6' high
Fixtures, Lighting, replacement
Fixtures, Plumbing, replacement
Floor, Ceramic Tile
Floor, Hardwood
Floor, Vinyl
Garage Door Electric Openers
GFCI Electrical Receptacles
Gutters and Downspouts
Handicap Ramp at curbs
Handrails/Guardrails, replacement
Hardware, Doors
Hardware, Windows
Heater, Baseboard Electric, replacement
Insulation, Duct
Insulation, Pipe
Insulation, Wall
Landscape Sprinkler System
Landscaping, <5,000 sf
Mirrors, Wall
Motion Detectors
Painting, Exterior, no lead paint removal
Painting, Interior, no lead paint removal
Parking Bumpers, concrete, synthetic
Parking Lot Line Striping
Pavers, Landscaping
Paving, Asphalt, Repair
Paving, Concrete, Repair
Roof, Built-Up, repairs with no structural
Roof, Fiberglass Shingle, repair by replacement with no structural

Roof, Standing Seam Metal, repair, no structural
Shelving, light duty
Sidewalk, concrete
Siding, Exterior Vinyl
Signage, Architectural
Site Preparation, clearing and grubbing, <1.0 ac
Skylight, roof
Solar Lighting
Stairs, Wood exterior, replacement
Ventilators, Roof, replacement
Wainscot, interior wall
Wall, Ceramic Tile
Wall, Vinyl Base
Wall, Vinyl Covering
Windows, film tint
Windows, replacement
Windows, Storm

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