



**US Army Corps
of Engineers®**

ENGINEERING AND CONSTRUCTION BULLETIN

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Subject: Unified Facilities Guide Specifications Transition to Construction Specifications Institute MasterFormat 2004

Applicability: Construction Contract Specifications

1. MIL-STD 3007 STANDARD PRACTICE FOR UNIFIED FACILITIES CRITERIA AND UNIFIED FACILITIES GUIDE SPECIFICATIONS establishes procedures for the development and maintenance of Unified Facilities Guide Specifications (UFGS) and prescribes their use by the Army, Navy, Marine Corps, Air Force, Department of Defense (DoD) defense agencies, and DoD field activities. National Aeronautics and Space Administration (NASA) has recently joined the UFGS community. New and revised UFGS shall be prepared in accordance with UFC 1-300-02, Unified Facilities Guide Specifications (UFGS) Format Standard using SpecsIntact (SI), an automated system for preparing standardized facility construction specifications. UFC 1-300-02 requires that each UFGS carry an identifying document section number in accordance with the Construction Specifications Institute (CSI) MasterFormat.

2. CSI initiated work on MasterFormat (MF) 2004 more than six years ago. The MF 2004 Edition is the most significant revision in the product's 40-year history. As buildings become more complex, the new edition enables specifications to cover far more information about a construction project, in much more detail, and in a systematic way. New divisions are added in the MF 2004 edition for addressing buildings' rapidly developing areas such as telecommunications networks, integrated automation systems, and electronic safety and security systems. New sections have been created to provide for items such as more safety and security technology for buildings. MF 2004 is currently being phased in by Industry and USACE must adapt to be consistent.

3. NASA signed an MOU on March 14, 2005 to participate in the UFGS and support the transition to MF 2004. UFGS discipline working group (WG) assignments were made June 21, 2005. NASA provided the initial set of MF 2004 numbers and titles based on the CSI conventions and submitted them to the SI-CCCB for dissemination and coordination with Agency districts and divisions. This was not a trivial effort as each UFGS section's technical content was assessed prior to assigning it an initial MF 2004 number and title. Every UFGS in the October 2005 release of the current UFGS database contained the New MF 2004 number in the banner under the MF 1995 number. Also, a note announcing transition to MF 2004 was placed on the Construction Criteria Base (CCB) UFGS page of the [Whole Building Design Guide \(WBDG\)](http://www.wbdg.org/) (<http://www.wbdg.org/>) internet site. Matrixes of section numbers have also been published on the CCB: one is listed in MF 1995 numerical order and the other is listed in MF 2004 numerical order. NASA specific sections have been added and they have adopted the UFGS with the April 2006 release.

4. The SpecsIntact software has been modified to accommodate the expanded section numbering system and will accept 5th level numbering for Masters and Jobs. The software revision was approved at the July 2004 SpecsIntact Interagency Configuration Control and Coordinating Board (SI-CCCB) meeting. The update was released in April 2006.

5. The SI-CCCB and UFGS WG agreed to a 14 character designation of MF 2004 section numbers in the format: "NN NN NN.NN NN", where N's are numbers. CSI has named, numbered or otherwise reserved to the 4th level. The SI-CCCB agreed that the 5th level double digit designator would replace the former suffixes used to denote sections that are not currently unified: "A" or "10" for Army, "N" or "20" for Navy, "S" or "40" for NASA. An example of the five level numbering system agreed on for the UFGS follows:

- Level 1 - **31** 00 00 Earthwork
 - Level 2 – 31 **41** 00 Shoring
 - Level 3 – 31 41 **16** Sheet Piling
 - Level 4 – 31 41 16.**11**
 - for activity or project specific use
 - for multiple contracts or alternate systems.
 - for very unique narrow scope UFGS (minimal)
 - Level 5 – 31 41 16.11 **10** Designation for non-unified sections
 - 10 Army
 - 20 Navy
 - 30 Air Force
 - 40 NASA
 - 50 – 90 other Future participating agencies

6. Districts or Centers of Expertise that maintain local master guide specifications must use the 5th level to identify them as non-unified sections. The attached table shows the designations to be used to identify the District or Center of Expertise maintaining a local master at the 5th level. For example, a local master maintained by Sacramento District would be 01 50 05.00 **41** and one by Portland District would be 13 50 00.00 **25**.

7. The Resident Management System (RMS) and the Quality Control System (QCS) systems are ready to support the MF 2004 numbering system.

8. Chief, Contracting Policy Division, Office of the Principal Assistant Responsible for Contracting (OPARC), Headquarters, U.S. Army Corps of Engineers is expected to soon update the Engineering FAR Supplement (EFARS) Subpart 14.2 – SOLCITATION OF BIDS, paragraph 14.201-1 Uniform contract format (UCF), changing the requirement to use MF 1995 to MF 2004, and other formatting changes.

9. A new version of the DoD Standard Procurement System (SPS) using the Procurement Desktop-Defense (PD²) application is currently scheduled for deployment in July 2006. It will also support the MF 2004 numbering system.

10. All new projects starting on/after 1 October 2006 will develop project specifications using MF 2004. Existing projects that have started project specifications may be completed using MF

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1995, or changed to MF 2004 at the district's option in consideration of project cost and schedule.

11. Point of contact for UFGS program is Peter Rossbach, 202-761-4352.

Encl.

A handwritten signature in black ink, appearing to read "Donald L. Basham". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

DONALD L. BASHAM, P.E.
Chief, Engineering and Construction
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U.S. Army Corps of Engineers
UFGS Numbering for MasterFormat 2004

5th Level Designation for Local Masters

District	5th Level
CEHNC (Huntsville)	01
CELRB (Buffalo)	02
CELRC (Chicago)	03
CELRE (Detroit)	04
CELRH (Huntington)	05
CELRL (Louisville)	06
CELRN (Nashville)	07
CELRP (Pittsburgh)	08
CEMVK (Vicksburg)	09
CEMVM (Memphis)	11
CEMVN (New Orleans)	12
CEMVP (St. Paul)	13
CEMVR (Rock Island)	14
CEMVS (St. Louis)	15
CENAB (Baltimore)	16
CENAE (New England)	17
CENAN (New York)	18
CENAO (Norfolk)	19
CENAP (Philadelphia)	21
CENAU (Europe)	22
CENWK (Kansas City)	23
CENWO (Omaha)	24

District	5th Level
CENWP (Portland)	25
CENWP-HDC	26
CENWS (Seattle)	27
CENWW (Walla Walla)	28
CEPOA (Alaska)	29
CEPOF (Far East)	31
CEPOH (Honolulu)	32
CEPOJ (Japan)	33
CESAC (Charleston)	34
CESAJ (Jacksonville)	35
CESAM (Mobile)	36
CESAS (Savannah)	37
CESAW (Wilmington)	38
CESPA (Albuquerque)	39
CESPK (Sacramento)	41
CESPL (Los Angeles)	42
CESPN (San Francisco)	43
CESWF (Fort Worth)	44
CESWG (Galveston)	45
CESWL (Little Rock)	46
CESWT (Tulsa)	47