



**US Army Corps
of Engineers®**

ENGINEERING AND CONSTRUCTION BULLETIN

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SUBJECT: Usage of the Unified Facilities Guide Specifications on USACE Projects.

CATEGORY: Directive and Policy.

1. **Purpose.** The purpose of this ECB is to reiterate the policy set forth by the Secretary of Defense, DoDD 4270.5, MIL-STD-3007F, ER 1110-1-8155, and UFC 1-300-02 mandating the usage of the Unified Facilities Guide Specifications (UFGS), as well as to recommend some best practices when assembling project specifications.

2. **References.**

a. Memorandum for Secretaries of the Military Departments, Department of Defense Unified Facilities Criteria, 29 May 2002.

http://www.wbdg.org/FFC/DOD/ufc_implementation.pdf

b. Department of Defense Directive (DoDD) 4270.5, Military Construction Incorporating Change 1, 01 August 2018.

<https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodd/427005p.pdf?ver=2018-11-08-080607-280>

c. Military Standard (MIL-STD) 3007F, Standard Practice for Unified Facilities Criteria and Unified Facilities Guide Specifications, 13 December 2006.

<https://www.wbdg.org/ffc/dod/federal-military-specifications-standards/mil-std-3007>

d. Unified Facilities Criteria (UFC) 1-300-02, Unified Facilities Guide Specifications (UFGS) Format Standard, 01 April 2017.

<https://www.wbdg.org/ffc/dod/unified-facilities-criteria-ufc/ufc-1-300-02>

e. ER 1110-1-8155, Specifications, 30 October 2015.

https://www.publications.usace.army.mil/Portals/76/Publications/EngineerRegulations/ER_1110-1-8155.pdf?ver=2015-11-13-140046-770

f. UFGS Table of Contents, 26 February 2019.

https://www.wbdg.org/taxonomy/term/37/all?field_status_value=1&field_series_value_selective=All

3. **Background.** The UFGS systems were designed not only to establish uniformity amongst defense facilities, but to standardize and streamline the process for developing, maintaining, and disseminating construction criteria. However, when these UFGS systems are not utilized appropriately in accordance with the requirements set forth by the Secretary of Defense, DoDD 4270.5, MIL-STD-3007F, ER 1110-1-8155, and UFC 1-300-02, then expensive and irreversible problems can occur during, and after construction. Through the execution of project reviews by HQ and some MSC's, it has been noted that many PDT's are not using the UFGS. Therefore, as a reminder to all project personnel, USACE is obligated to follow all requirements and procedures surrounding the usage of the UFGS in order to meet USACE quality standards on all Engineering and Construction (E&C) deliverables executed by, or through, USACE labs, centers and districts for all stakeholders.

4. **Policy.**

The Memorandum for Secretaries of the Military Departments directs that "Unified Facilities Guide Specifications are to be used by the Military Departments, the Defense Agencies and the DoD Field Activities for planning, design, construction, sustainment, restoration, and modernization of facilities, regardless of the funding source."

DoDD 4270.5 (para. 4.7) mandates that, "The UFGS shall be used to the greatest extent possible by all the DoD Components for planning, design, and construction (restoration and modernization) of facilities, regardless of funding source, except for those facilities constructed by the National Guard on real estate neither owned by the United States nor under long-term lease to the United States, constructed by a State under [Chapters 169 and 1803 of title 10, United States Code], and where title to the facility shall not be in the United States."

MIL-STD-3007F (para 1.1) reinforces that, "This standard establishes procedures for the development and maintenance of... Unified Facilities Guide Specifications (UFGS). Use these procedures for the planning, design, construction, operation and maintenance, sustainment, restoration, and modernization of facilities for the Army, Navy, Air Force, Department of Defense (DoD) defense agencies, and DoD field activities."

UFC 1-300-02 prescribes the required format standard in compliance with MIL-STD-3007F. The UFGS are updated quarterly and per paragraph 1-4.2, represents the current requirements for the minimum level of quality desired for all USACE projects. The UFGS must not be edited for projects to provide a lesser degree of quality. Therefore, it is imperative that Designers start with the most recently published UFGS, and if needed, adjust each section to meet project-specific and locality requirements and restrictions whilst actively preventing quality degradation.

Per ER 1110-1-8155 (para. 9.e.2), Designers are responsible for the technical content of project specifications for project features, whilst Specifiers are responsible for ensuring that proper and non-contradictory contract language is used throughout, the format of all project specification sections, and resolving any discrepancies that may arise. Where no UFGS exists for a particular technical specification, the Designer will provide the technical information and requirements to be included in the new specification, whilst the Specifier ensures proper language and formatting in accordance with UFC 1-300-02.

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Subject Usage of the Unified Facilities Guide Specifications for USACE Projects.

The UFGS Table of Contents on the Whole Building Design Guide (WBDG) lists the most up-to-date guide specifications. Reviewers of project specifications must double-check that the specification date on each project specification matches the publish date of the same specification in the UFGS Table of Contents. This practice ensures that the project is using the most up-to-date specifications. In order to make this cross-referencing easier, the date of each specification should be listed next to their respective line item in the Design Analysis.

5. **Guidance.** USACE must use the UFGS on all projects. Since the UFGS are representative of the minimum requirements needed to meet the level of quality for all USACE projects, Designers must start with the most recently published UFGS when developing project specifications and ensure that the quality of the final edited specification does not fall below the quality described in the baseline UFGS. In some cases where a previous project design is adapted for use on a project, or where UFGS are used for military construction, or where a project design has been completed and held in abeyance for more than six months, the usage of existing project specifications is allowed, but they still must be reviewed and revised as necessary to meet the minimum level of quality. With regards to project delivery, the following milestones are recommended:

- 0% Project commences.
- 15% Contemplation about which UFGS to use.
- 35% Outline of project specifications complete.
- 65% Redlining of specifications complete and brackets removed.
- 95% Final review of specifications complete. Any adjustments beyond 95% should be minimal.
- 100% Project is ready to advertise.

Additionally, if one notices a mistake or an error in the UFGS at any point during the process, one should submit a Criteria Change Request (CCR) through the WBDG. After all, specifications are the backbone for the successful construction of any project and need user input to make sure they are facilitating the most optimal construction operations.

6. **Applicability.** This policy applies to all E&C deliverables for both Military Programs and Civil Works executed by, or through, USACE labs, centers and districts for all stakeholders.

7. **Points of Contact.** HQUSACE point of contact for this ECB is Eric Mucklow, CECW-EC, (202) 761-0522.

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