
USACE / NAVFAC / AFCEA / NASA UFGS-01 11 00 (January 2008)

Preparing Activity: NAVFAC Superseding
UFGS-01 11 00 (July 2007)
UFGS-01 11 00.00 40 (June 2006)

UNIFIED FACILITIES GUIDE SPECIFICATIONS

References are in agreement with UMRL dated January 2011

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SECTION 01 11 00

SUMMARY OF WORK 01/08

NOTE: This guide specification covers the requirements for a description of work covered in this contract and is required for use in all projects.

Edit this guide specification for project specific requirements by adding, deleting, or revising text. For bracketed items, choose applicable items(s) or insert appropriate information.

Remove information and requirements not required in respective project, whether or not brackets are present.

Comments, suggestions and recommended changes for this guide specification are welcome and should be submitted as a Criteria Change Request (CCR).

NOTE: When using this section, a Project Information Form should be filled out for the Contract Specialist. This form is available from the Construction Criteria Base website at <http://www.wbdg.org/ccb>. The form is found in the Specification Library, NAVFAC Specifications Category, Project Information Form. For SOUTHNAVFANCOM projects, do not use this Project Information Form.

NOTE: Include on the drawing:

1. Location of project.
2. Limits of contractor's work area.
3. Location of Government-furnished work.
4. Location of Government installed work.

5. Contractor's on-base route to site.

NOTE: See "FAC 5252.211-9301, Phased Construction
Schedule."

PART 1 GENERAL

1.1 REFERENCES

NOTE: Issue (date) of references included in
project specifications need not be more current than
provided by the latest guide specification. Use of
SpecsIntact automated reference checking is
recommended for projects based on older guide
specifications.

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

ASTM INTERNATIONAL (ASTM)

ASTM E 2114 (2008) Standard Terminology for
Sustainability Relative to the Performance
of Buildings

GREEN BUILDING INITIATIVE (GBI)

Green Globes (2004) Green Globes(tm) US Green Building
Rating System

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)

Energy Star (1992; R 2006) Energy Star Energy
Efficiency Labeling System

U.S. GREEN BUILDING COUNCIL (USGBC)

LEED (2002; R 2005) Leadership in Energy and
Environmental Design(tm) Green Building
Rating System for New Construction
(LEED-NC)

1.2 DEFINITIONS

Definitions pertaining to sustainable development are as defined in
ASTM E 2114, [Section 01 35 40.00 20 ENVIRONMENTAL MANAGEMENT] [Section
01 57 20.00 10 ENVIRONMENTAL PROTECTION], and as specified.

- a. "Environmentally preferable products" have a lesser or reduced effect on the environment in comparison to conventional products and services. This comparison may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation,

maintenance, or disposal of the product.

- b. "Indoor environmental quality" is the physical characteristics of the building interior that impact occupants, including air quality, illumination, acoustics, occupant control, thermal comfort, daylighting, and views.
- c. "Operational performance" is the functional behavior of the building as a whole or of the building components.
- d. "Sustainability" is the balance of environmental, economic, and societal considerations.

1.3 SUBMITTALS

NOTE: Submittals must be limited to those necessary for adequate quality control. The importance of an item in the project should be one of the primary factors in determining if a submittal for the item should be required.

A "G" following a submittal item indicates that the submittal requires Government approval. Some submittals are already marked with a "G". Only delete an existing "G" if the submittal item is not complex and can be reviewed through the Contractor's Quality Control system. Only add a "G" if the submittal is sufficiently important or complex in context of the project.

For submittals requiring Government approval on Army projects, a code of up to three characters within the submittal tags may be used following the "G" designation to indicate the approving authority. Codes for Army projects using the Resident Management System (RMS) are: "AE" for Architect-Engineer; "DO" for District Office (Engineering Division or other organization in the District Office); "AO" for Area Office; "RO" for Resident Office; and "PO" for Project Office. Codes following the "G" typically are not used for Navy projects.

Submittal items not designated with a "G" are considered as being for information only for Army projects and for Contractor Quality Control approval for Navy projects.

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for [Contractor Quality Control approval.] [information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government.] The following shall be submitted in accordance with Section

01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Upon receipt of Government Furnished Equipment, the Contractor shall submit records in accordance with paragraph entitled, "Government Furnished Property," of this section.

Submit the following items to the Contracting Officer:

Utility Outage Requests
Utility Connection Requests
Borrow Permits
Excavation Permits
Welding Permits
Burning Permits

[SD-07 Certificates

Energy Performance Rating]

1.4 WORK COVERED BY CONTRACT DOCUMENTS

1.4.1 Project Description

NOTE: Describe the project and the types of work involved in sufficient detail so as to present a general picture which is self contained but does not refer to the drawings or to other parts of the specification. Mention peculiar or hazardous work, and monitoring of archaeological resources. Do not provide quantities in the description.

The work includes [_____] and incidental related work.

1.4.2 Location

NOTE: Include station name and geographic location in the blank provided.

The work shall be located at the [_____] , approximately as indicated. The exact location will be shown by the Contracting Officer.

1.5 CONTRACT DRAWINGS

The following drawings accompany this specification and are a part thereof.

Drawing No. [_____]
Sheets 1 through [_____]

[Five] [_____] sets of full size contract drawings, maps, and specifications will be furnished to the Contractor without charge. Reference publications will not be furnished.

Contractor shall immediately check furnished drawings and notify the Government of any discrepancies.

1.6 WORK RESCHEDULING

Contractor shall allow for a maximum of [_____] calendar days where construction activity is prohibitive. Further allowance for [_____] calendar days of excavation and subsurface activity abeyance shall be imposed where other construction activities are permitted. Government will provide 24 hour notification each time the restrictions are invoked.

Normal duty hours for work shall be from [_____] a.m. to [_____] p.m., Monday through Friday. Requests for additional work shall require written approval from the Contracting Officer 7 days in advance of the proposed work period.

1.7 PROJECT ENVIRONMENTAL GOALS

NOTE: Project environmental goals cannot be enforced, but are identified here to guide contractor means and methods, which may have significant environmental impacts. Additionally, it may help the Contractor propose alternatives that are consistent with the project environmental goals.

Contractor shall distribute copies of the Environmental Goals to each subcontractor and the Contracting Officer. The overall goal for design, construction, and operation is to produce a building that meets the functional program needs and incorporates the principles of sustainability. Specifically:

- a. Preserve and restore the site ecosystem and biodiversity; avoid site degradation and erosion. Minimize offsite environmental impact.
- b. Use the minimum amount of energy, water, and materials feasible to meet the design intent. Select energy and water efficient equipment and strategies.
- c. Use environmentally preferable products and decrease toxicity level of materials used.
- d. Use renewable energy and material resources.
- e. Optimize operational performance (through commissioning efforts) in order to ensure energy efficient equipment operates as intended. Consider the durability, maintainability, and flexibility of building systems.
- f. Manage construction site and storage of materials to ensure no negative impact on the indoor environmental quality of the building.
- g. Reduce construction waste through reuse, recycling, and supplier take-back.

1.7.1 Independent Verification

NOTE: There are multiple ways of certifying green buildings.

NOTE: Army projects shall use the LEED rating system. Include the following paragraph and delete other independent verification systems.

[1.7.1.1 US Green Building Council (USGBC) - LEED(tm) Rating System

Provide [completed project in compliance] [work consistent] with USGBC LEED-NC(tm) [v2.2][_____] (LEED), level [certified] [silver] [gold] [platinum] requirements.

] [1.7.1.2 Green Globes US

NOTE: Green Globes US is the newest addition to the BREEAM/Green Leaf suite of environmental assessment tools. BREEAM (BRE Environmental Assessment Method) is one of the world's most widely used means of reviewing and improving the environmental performance of buildings.

Provide [completed project in compliance] [work consistent] with Green Globes US level [Two Globes] [Three Globes] [_____] requirements.

] [1.7.1.3 EPA Energy Performance Rating

NOTE: Determine the energy use target rating that meets or exceeds Energy Star. Provide Energy Star target using EPA Target Finder. Use Target Finder to rate estimated energy use for the completed design. If design achieves a rating of 75 or higher, provide Statement of Energy Design Intent (SEDI) generated from Target Finder to document results. Contracting Officer shall submit the SEDI to EPA and will receive the "Designed to Earn the Energy Star" graphic to place on drawings to show that the energy use for the design meets EPA criteria for energy efficiency. Include the following paragraph if graphic has been earned.

Provide work consistent with drawings in order to meet Energy Star in accordance with design.

] 1.8 OCCUPANCY OF PREMISES

Building(s) will be occupied during performance of work under this Contract. [Occupancy notifications will be posted in a prominent location in the work area.]

Before work is started, the Contractor shall arrange with the Contracting Officer a sequence of procedure, means of access, space for storage of materials and equipment, and use of approaches, corridors, and stairways.

[1.9 EXISTING WORK

In addition to "FAR 52.236-9, Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements":

- a. Remove or alter existing work in such a manner as to prevent injury or damage to any portions of the existing work which remain.
- b. Repair or replace portions of existing work which have been altered during construction operations to match existing or adjoining work, as approved by the Contracting Officer. At the completion of operations, existing work shall be in a condition equal to or better than that which existed before new work started.

]1.10 ON-SITE PERMITS

1.10.1 Utility Outage Requests and Utility Connection Requests

Notify the Contracting Officer at least [48 hours] [72 hours] prior to starting excavation work. Contractor is responsible for marking and verifying all utilities not marked.

The Contractor shall verify the elevations of existing piping, utilities, and any type of underground obstruction not indicated or specified to be removed. But indicated in locations to be transversed by piping, ducts, and other work to be installed. [Verify elevations before installing new work closer than nearest manhole or other structure at which an adjustment in grade can be made.]

Work shall be scheduled to hold outages to a minimum.

[Utility outages and connections required during the prosecution of work that affect existing systems shall be arranged for at the convenience of the Government and shall be scheduled outside the regular working hours or on weekends.]

[Contracting Officer may permit utility outages at his discretion.]

[Contractor shall not be entitled to additional payment for utility outages and connections required to be performed outside the regular work hours.]

[Requests for utility outages and connections shall be made in writing to the Contracting Officer at least [_____] calendar days in advance of the time required. Each request shall state the system involved, area involved, approximate duration of outage, and the nature of work involved.]

1.10.2 Borrow, Excavation, Welding, and Burning Permits

<u>ACTIVITY</u>	<u>SUBMISSION DATE</u>	<u>SUBMISSION FORM</u>
[Borrow Permits	[_____] calendar days prior to work	[_____]]
[Burning Permits	[_____] calendar days prior to work	[_____]]
[Excavation Permits	[_____] calendar days prior to work	[_____]]
[Welding Permits	[_____] calendar days prior to work	[_____]]

Permits shall be posted at a conspicuous location in the construction area.

Burning of trash or rubbish is [not] permitted at [_____] [on project site].

[Any burning of trash or rubbish shall be done in strict compliance with requirements established by the authority having jurisdiction.]

[1.11 LOCATION OF UNDERGROUND FACILITIES

NOTE: For projects at Pearl Harbor Shipyard,
include the bracketed option for Ground Penetrating
Radar.

[Obtain digging permits prior to start of excavation by contacting the Contracting Officer [15] [_____] calendar days in advance.] [Scan the construction site with [Ground Penetrating Radar and] electromagnetic or sonic equipment, and mark the surface of the ground[, pier deck or paved surface] where existing underground utilities [or utilities encased in pier structures] are discovered. Verify the elevations of existing piping, utilities, and any type of underground [or encased] obstruction not indicated to be specified or removed but indicated or discovered during scanning in locations to be traversed by piping, ducts, and other work to be conducted or installed.] [Verify elevations before installing new work closer than nearest manhole or other structure at which an adjustment in grade can be made.]

1.11.1 Notification Prior to Excavation

NOTE: For projects in the Tidewater, Virginia area,
use 15 days and include the bracketed sentence.

Notify the Contracting Officer at least [48 hours] [15 days] prior to starting excavation work. [Contact Miss Utility 48 hours prior to excavating. Contractor is responsible for marking all utilities not marked by Miss Utility.]

] 1.12 GOVERNMENT-FURNISHED MATERIAL AND EQUIPMENT

NOTE: There are situations in which equipment installation data or templates would allow the Contractor to prepare rough-in and proceed with construction prior to taking delivery of Government-furnished equipment. This paragraph may be expanded to include scheduling delivery of installation data or templates as well as the equipment itself, if the data can be made available more quickly than the Government-furnished equipment and if advanced delivery would be helpful to the Government. Obtain listing of material from the Government.

NOTE: Include this paragraph only when the contractor will be required to install Government-Furnished Materials and Equipment or

provide utilities for same. Obtain information to identify the items from the Government. Select FAR 52-245-2 when the value of the Government-furnished property is greater than \$100,000. Select FAR 52.245-4 when the value of the Government-furnished property is \$100,000 or less.

Pursuant to Contract Clause ["FAR 52.245-2, Government Property (Fixed Price Contracts)"] ["FAR 52-245-4, Government-Furnished Property (Short Form)"], the Government will furnish the following materials and equipment for installation by the Contractor:

NOTE: Provide complete description and quantities for Government-furnished Contractor and installed material and equipment. Identify manufacturer, make, model and operating characteristics. Avoid generic descriptions especially for equipment requiring utilities such as water service, drains, natural gas, steam, or electricity. This information should be made available by the activity furnishing the material or equipment to be installed through the Government. When a utility is required to serve the Government-furnished item, ensure that the appropriate Section for the utility needed is included in the project specification.

NOTE: Salvage property to be removed and reused in the general work area shall be handled as a Contractor service and not listed here.

DESIGNATION NO.	DESCRIPTION	QUANTITY
[_____]	[_____]	[_____]

Quantities indicated for the above-listed items marked with an asterisk are estimates. It is the intention of the Government to furnish all quantities of the asterisk items required to complete the work as specified and the various quantities will be adjusted when necessary.

Quantities stated for the above items not marked with an asterisk are all that will be furnished by the Government. Contractor shall furnish any additional quantities required.

1.12.1 Delivery Schedule

NOTE: Choose the version of this paragraph which best satisfies the project conditions. The first alternative is best suited for projects requiring careful scheduling of Government-furnished equipment. The number of calendar days required for notification or that have elapsed before availability should be established after considering (1) a reasonable time between the Contract Award and

the first need for Government-furnished equipment and (2) the lead time required for Government procurement. The storage rate should be set at the commercial rate in the area of storage.

[Notify the Contracting Officer in writing at least [_____] calendar days in advance of the date on which the materials and equipment are required. Pick up materials and equipment no later than 30 calendar days after such date. When materials and equipment are not picked up by the 30th day, the Contractor will be charged for storage at the rate of [_____] per 450 [kg] [cubic meters] 100 [pounds] [cubic feet] per month or fraction thereof.]

[Materials and equipment will be available on or after [_____] calendar days after the award of contract.]

1.12.2 Delivery Location

The materials and equipment [are located at [_____] [are located within [_____] miles of the jobsite] [will be delivered to [_____] [the salvage receiving point [_____]].

] [1.13 GOVERNMENT-INSTALLED WORK

NOTE: Include this paragraph if the Government is to install equipment or perform other work at the job site, excluding inspection and testing. Define the extent and type of Government work that may impact on the operations of the Contractor.

[_____] .

] [1.14 Navy and Marine Corps (NMCI) Coordination Requirements

NOTE: For Navy projects only. In addition to the EIA/TIA standards for telecommunications, the architectural, structural, mechanical, plumbing, electrical and fire protection designs must comply with the guidance in the latest version of UFC 3-580-10.

1.14.1 NMCI Contractor Access

The NMCI Contractor must be allowed access to the facility towards the end of construction (finishes 90 percent complete, rough-in 100 percent complete, Inside Plant (ISP)/Outside Plant (OSP) infrastructure in place) to provide equipment in the telecommunications rooms and make final connections. The construction contractor will be required to coordinate his efforts with the NMCI contractor to facilitate joint use of building spaces during the final phases of construction. After the Contracting Officer has facilitated coordination meetings between the two contractors, the construction contractor must, within one week, incorporate the effort of additional contractor coordination into his construction schedule to demonstrate his plan for maintaining the contract duration.

]1.15 SALVAGE MATERIAL AND EQUIPMENT

Items designated by the Contracting Officer to be salvaged shall remain the property of the Government.

The salvaged property shall be segregated, itemized, delivered, and off-loaded at the [Government designated] storage area located within [_____] kilometers miles of the construction site.

Contractor shall maintain property control records for material or equipment designated as salvage. Contractor's system of property control may be used if approved by the Contracting Officer. Contractor shall be responsible for storage and protection of salvaged materials and equipment until disposition by the Contracting Officer.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

NOTE: For all LANTNAVFACENGCOM projects, do not use this spec cover sheet. Obtain electronic specification cover sheet required for use with electronic signature program from the LANTNAVFACENGCOM specifications branch.

NOTE: For Design Build projects, do not use this specification cover sheet. Use cover sheet provided by the NAVFAC component for whom the specification is being created.

SPECIFICATION COVER SHEET

NOTE: FOR SPECIFICATION COVER SHEET:

A. Technical specification cover sheet. Prepare a cover sheet for use as camera-ready master for the first page of the specification. Substitute appropriate information where the example has brackets with identifying numbers. Do not include the identifying numbers in the final sheet. Underlines indicate places for signatures, to appear on the final cover sheet. Fill in the following at the identifying numbers listed.

1. Appropriate Engineering Field Division or Engineering Field Activity.
2. Specification number.
3. UIC and Construction contract number.
4. Exact name of project.
5. Military location of the project.
6. Geographic location of the project.
7. Type names of each discipline engineer in blanks.
8. Signature of Principal of A/E firm or follow local procedures for in-house work.
9. For Government approval.

-- End of Section --