
USACE / NAVFAC / AFCEA / NASA UFGS-01 20 01.00 10 (April 2006)

Preparing Activity: USACE Superseding
UFGS-01240A (October 2004)

UNIFIED FACILITIES GUIDE SPECIFICATIONS

References are in agreement with UMLR dated October 2011

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COST AND PERFORMANCE REPORT 04/06

NOTE: This guide specification covers the requirements for preparing a cost and performance documentation report on environmental remediation projects.

Adhere to UFC 1-300-02 Unified Facilities Guide Specifications (UFGS) Format Standard when editing this guide specification or preparing new project specification sections. 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).

PART 1 GENERAL

NOTE: The work covered by this section will be restricted to report preparation. No design, construction, operation or maintenance requirements are included herein. The specifier or designer will include available information and data or provide appropriate references to prevent remedial action Contractor from duplicating previous efforts.

1.1 REFERENCES

NOTE: This paragraph is used to list the publications cited in the text of the guide

specification. The publications are referred to in the text by basic designation only and listed in this paragraph by organization, designation, date, and title.

Use the Reference Wizard's Check Reference feature when you add a RID outside of the Section's Reference Article to automatically place the reference in the Reference Article. Also use the Reference Wizard's Check Reference feature to update the issue dates.

References not used in the text will automatically be deleted from this section of the project specification when you choose to reconcile references in the publish print process.

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.

U.S. ARMY CORPS OF ENGINEERS (USACE)

EP 1110-1-19 (2001) A Guide to Preparing and Reviewing Remedial Action Reports of Cost and Performance

ER 1110-3-1301 (1999) Engineering and Design -- Cost Engineering Policy Requirements for Hazardous, Toxic Radioactive Waste (HTRW) Cost Engineering

U.S. ARMY ENVIRONMENTAL CENTER (USAEC)

USAEC SFIM-AEC-ET-CR-97053 (1997) Federal Remediation Technologies Screening Matrix and Reference Guide, Third Edition (NTIS PB98-108590)

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)

EPA 542-B-98-007 (1998) Guide to Documenting and Managing Cost and Performance Information for Remediation Projects

1.2 DESCRIPTION OF WORK

The work shall consist of the preparation of a report containing cost and performance data from the [_____] environmental remediation project. A [partial] [draft] [_____] Cost and Performance report [is attached to this specification] [is included in EP 1110-1-19, Appendix A] [_____] and shall be utilized to comply with this specification.

1.2.1 Report Format

The report shall be prepared in accordance with EPA 542-B-98-007. The presentation requirements of the report shall be: 1) Word processing format: MS Word, [12] [_____] point font size, typeface. 2) Page layout: 215 x 280 mm 8-1/2 x 11 inch size paper; [25] [_____] mm [1] [_____] inch

margins; portrait or landscape orientation; bold headings, footnotes, page numbering. 3) Tables and charts software: spreadsheets, groundwater modeling. 4) Computer file: the document shall also be presented in Hypertext Mark-up Language (HTML 2.0) saved as an ASCII file; postscript drawings shall be linked to document text.

1.2.2 Drawing Format

Drawings shall follow the same format, including software, as that used in the investigative and design phases of the project. Drawings shall be in post script [[____].ps] [[____].eps] [or] [[____].gif] format.

1.2.3 Quality Control

A project-specific quality control program shall be developed to detail the procedures for preparation of the report and for correction of deficiencies. Arrange for conferences to coordinate the work or to sequence related work for sensitive and complex items as needed and as requested by the Contracting Officer.

1.3 SUBMITTALS

NOTE: Review submittal description (SD) definitions in Section 01 33 00 SUBMITTAL PROCEDURES and edit the following list to reflect only the submittals required for the project. Submittals should be kept to the minimum required for adequate quality control.

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, Air Force, and NASA projects.

Choose the first bracketed item for Navy, Air Force and NASA projects, or choose the second bracketed item for Army 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"