**Part 2 General Requirements**

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NOTES: For projects on a Multiple-Award Construction Contract (MACC) or Indefinite Quantity Indefinite Delivery (IDIQ) type contracts, this Part 2 may not apply, as the MACC or IDIQ contract requirements may take precedence. Confirm requirements with contracting officer.  
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NOTES: The Small Project Template is typically applied to single-discipline (i.e., Mechanical repair projects with minor electrical work, or roof replacement projects) projects with a negotiated scope. For each project, determine whether the Small Project Template will be appropriate for the intended scope. Use the Standard Template for more complex projects (i.e., Any project with more than two architectural/engineering disciplines). All projects including work on fire protection or fire alarm systems must use the Standard Template. Use the Standard Template for all Third Party Certified (TPC) sustainable projects.  
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PART 2  
  
GENERAL REQUIREMENTS

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**00 00 00 GENERAL REQUIREMENTS**

**1.1 Definitions**

As used throughout the contract, the following terms have the meaning set forth below: Contracting Officer (KO): The individual designated to administer the contract. Throughout this contract this individual will be responsible and possess the authority to act on behalf of the Government with respect to the specific contract.

Contracting Officer Representative (COR): The individual designated by the Contracting Officer as the authorized representative of the Contracting Officer. The COR is responsible for monitoring performance and technical management of the effort required and should be contacted regarding questions or problems of a technical nature.

Contract: Contract or task order.

Contractor: The term Contractor refers to both the prime Contractor and all subcontractors, whether in contract with the Prime Contractor or other subcontractors at any tier, including the Designer of Record.

Designer of Record (DOR): Licensed architect/engineer working as subcontractor to or partner with prime Contractor who provides design for this contract.

Quality Control (QC): Contractor's system to control the quality of design, material, equipment and construction.

Quality Assurance (QA) Program: Government's program to evaluate the effectiveness of the Contractor's quality control. The Government's QA Program is not a substitute for the Contractor's QC Program.

Federal Holidays: New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day.

**1.2 Accessibility**

Provide barrier-free design in accordance with UFC 1-200-01 DoD Building Code.

**1.3 Changes**

No oral statement by any person other than the Contracting Officer, as provided in the Federal Acquisition Regulation (FAR) clause 52.243-5 entitled, "CHANGES AND CHANGED CONDITIONS," will in any manner or degree modify or otherwise affect the terms of this contract.

**1.4 No Waiver by the Government**

The failure of the Government in any one or more instances to insist upon strict performance to any of the terms of this contract or to exercise any option herein conferred is not to be construed as a wavier or relinquishment to any extent of the right to assert or rely upon such terms or options on any future occasion.

**1.5 Equitable Adjustments**

a. Whenever the Contractor submits a claim for equitable adjustment under a clause which provides for equitable adjustment of the contract, such claim must include all types of adjustments in the total amounts to which the clause entitles the Contractor, including, but not limited to, adjustment arising out of delays or disruptions.

b. Except as the parties may otherwise expressly agree, the Contractor must be deemed to have waived: (1) any adjustments to which he otherwise might be entitled under the clause where such claim fails to request such adjustments; and (2) any increase in the amount of equitable adjustments additional to those requested in its claim.

c. If required by the Contracting Officer, the Contractor agrees to execute a release, in form and substance satisfactory to the Contracting Officer, as part of the supplemental agreement setting forth the aforesaid equitable adjustment. The Contractor further agrees that such release will discharge the Government, including its officers, agents, and employees, from any further claims, including, but not limited to, further claims arising out of delays or disruptions caused by the aforesaid change.

**1.6 Warranty**

Warrant all materials and work for not less than one year after final acceptance of the work, except as otherwise indicated in this RFP. If required to provide remedial repair of previously installed work due to latent defect or unacceptable work performance, warrant the repaired work for one year after the completion and acceptance of the repair. For warranted items, furnish the manufacturer’s original written warranty accompanied by a copy of the supplier's receipt showing place of purchase, telephone number of supplier, address, delivery order number if applicable, and ticket number.

**01 11 00 SUMMARY OF WORK**

**1.0 Protection of Government Property**

Take special care to protect Government property. Return areas damaged as a result of construction under this contract to their original condition. In addition to FAR 52.236-9, Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements, perform the following:

a. Remove or alter existing work or facilities in such a manner as to prevent injury or damage to any portion of the existing work or facilities that remain.

b. Repair or replace portions of existing work altered during construction operations to match existing or adjoining work, as approved by the Contracting Officer. At the completion of operations, existing work must be in a condition equal to or better than that which existed before new work started.

c. Preserve the natural resources in accordance with the approved environmental protection plan prepared in accordance with UFGS 01 57 19 Temporary Environmental Controls.

**1.1 Government Furnished Material and Equipment**

If applicable, the Government will furnish the materials and equipment for installation by the Contractor pursuant to contract clause FAR 52.245-2, Government Property (Fixed Price Contracts). Notify the Contracting Officer in writing at least 15 calendar days before 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 prevailing rate. The Contracting Officer will specify the location of materials and equipment and the delivery location.

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NOTE: Include description, location, availability, and other conditions for any Government Furnished Equipment (GFE).  
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**01 14 00 WORK RESTRICTIONS**

**1.1 Existing Underground Utilities**

Verify on-site utilities and have them marked out by a third party utility locator service prior to the start of construction. Determine the elevations of existing utilities and underground obstructions indicated as existing to remain in locations to be traversed by new utilities and other work provided herein before new work is laid closer than the nearest manhole or other structure at which an adjustment in grade could be made. Where dig permits are required, obtain permits and notify the Contracting Officer 30 calendar days prior to any excavation.

Maintain all utility markings for the duration of the contract.

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NOTE: Include special requirements, such as for dig permits and station requirements.  
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[a. Special Requirements:

1) [\_\_\_\_\_] ]

**1.2 Work Hours, Access and Passes**

All Contractor employees, including subcontractors, subcontractors' employees, suppliers, and suppliers' employees are required to comply with the Installation Security Requirements regarding personnel, vehicle, and equipment security passes and access to the jobsite. Nothing in the contract is to be construed in any way to limit the authority of the Commanding Officer to prescribe new, or to enforce existing security regulations governing the admission or exclusion of persons and the conduct of persons while aboard the station, including but not limited to, the rights of search of all persons or vehicles aboard the station.

Coordinate with the Contracting Officer for specific security and access requirements.

a. Access to Buildings / Occupied Buildings: The Contractor may work in or around existing occupied buildings. The Contractor is responsible, via the Contracting Officer, to obtain access to building and facilities and arrange for them to be opened and closed. Do not enter the building(s) without prior approval of the Contracting Officer. Keep the existing buildings and their contents secure at all times. Provide temporary closures as required to maintain security. Contract personnel will not be permitted in security-regulated buildings or areas unless cleared by the Security Officer.

b. Passes and Badges: Contractor employees and representatives performing work under this contract are required to be either United States citizens or documented legal residents (status verified by prime contractor). All Contractor employees must obtain the required employee and vehicle passes. Each employee is required to wear the Government issued badge over the front of the outer clothing. Failure to obtain security and base access passes must not be a cause for contract performance time extension. The Contractor is required to immediately turn in all terminated employee's badges to the issuing office.

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NOTE: Use this paragraph for Navy installations, with the exception of overseas locations that do not employ the Defense Biometric Identification System (DBIDS). Confirm with installation security office and tailor DBIDS project requirements to local policy.**

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Obtain access to Navy installations through participation in the Defense Biometrics Identification System (DBIDS). Requirements for Contractor employee registration, and transition for employees currently under Navy Commercial Access Control System (NCACS), are available at https://www.cnic.navy.mil/Operations-and-Management/Base-Support/DBIDS/ [https://www.cnic.navy.mil/Operations-and-Management/Base-Support/DBIDS/]. No fees are associated with obtaining a DBIDS credential. Participation in the DBIDS is not mandatory, and Contractor personnel may apply for One-Day Passes at the Base Visitor Control Office to access an installation. Registration for DBIDS includes: Present a letter or official award document (i.e. DD Form 1155 or SF 1442) from the Contracting Officer, that provides the purpose for access, to the base Visitor Control Center representative.

c. Present valid identification, such as a passport or Real ID Act-compliant state driver's license

d. Provide completed SECNAV FORM 5512/1 to the base Visitor Control Center representative to obtain a background check. This form is available for download at <https://www.cnic.navy.mil/Operations-and-Management/Base-Support/DBIDS/>

e. Upon successful completion of the background check, the Government will complete the DBIDS enrollment process, which includes Contractor employee photo, finger prints, base restriction and several other assessments

f. Upon successful completion of the enrollment process, the Contractor employee will be issued a DBIDS credential, and will be allowed to proceed to worksite

DBIDS Eligibility Requirements: Throughout the length of the contract, the Contractor employee must continue to meet background screen standards. Periodic background screenings are conducted to verify continued DBIDS participation and installation access privileges. DBIDS access privileges will be immediately suspended or revoked if at any time a Contractor employee becomes ineligible. An adjudication process may be initiated when a background screen failure results in disqualification from participation in the DBIDS, and Contractor employee does not agree with the reason for disqualification. The Government is the final authority. DBIDS Notification Requirements: Immediately report instances of lost or stolen badges to the Contracting Officer. Immediately collect DBIDS credentials and notify the Contracting Officer in writing under the following circumstances: (1) An employee has departed the company without having properly returned or surrendered their DBIDS credentials.

(2) There is a reasonable basis to conclude that an employee, or former employee, might pose a risk, compromise, or threat to the safety or security of the Installation or anyone therein.

g. Contractor Vehicles: All vehicles must display a valid state license plate and safety inspection sticker, if applicable, and must be maintained in good repair. The company name must be displayed in a clearly visible manner and size on each Contractor vehicle used in the course of work. [Registration, proof of insurance and driver's licenses are required to obtain a station vehicle pass.]

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NOTE: Include any phasing requirements; define work hours if different from 0630-1700 Monday through Friday.  
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h. Work Hours: Unless otherwise indicated, work will be located on a Government compound, military installation, or station. Contractor work hours are between 0700 and 1530 [\_\_\_\_\_] Monday through Friday. Obtain advance approval from the Contracting Officer for Contractor personnel to remain on site beyond normal working hours. Notify the Contracting Officer at least 48 hours in advance to obtain approval for access to the jobsite or work outside of normal working hours or on Saturday, Sunday, and Federal Holidays.

i. Contractor Personnel: Provide the Contracting Officer the name(s) of the supervisory person(s) authorized to act for the Contractor. Provide, and update as required, a list of the key personnel for the Contractor and subcontractors including addresses and telephone numbers for use in the event of an emergency.

j. Contractor employees must conduct themselves in a proper, efficient, courteous and businesslike manner. Remove from the site any individual whose continued employment is deemed by the Contracting Officer to be contrary to the public interest or inconsistent with the best interests of National Security.

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NOTE: For projects at the following installations, there are special access requirements that can be copied into this section from the standard template: MCBH Kaneohe Bay; NAS Patuxent River, MD; FISC Pearl Harbor; Norfolk Naval Shipyard (NNSY); Naval Observatory (NOBSY); NSWC Dahlgren, VA; NSWC Indian Head, MD; NSS Washington, DC; NRL Washington, DC; MCB Quantico, VA; NSF Thurmont, MD; Bolling AFB Washington, DC; NWS Yorktown, VA; AFETA Williamsburg, VA; NAS Oceana, Virginia Beach, VA; FTCLANT Dam Neck, Virginia Beach, VA; NSGA Northwest, Chesapeake, VA; Wallops Island, VA; Camp LeJeune, NC; MCAS Cherry Point, NC; Guam; Diego Garcia; Wake Island; Johnson Island.  
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**1.3 Security Requirements**

All security requirements apply to all subcontractors and suppliers associated with this contract. [Special or extraordinary security requirements are identified herein.] Comply with the following [in addition to special or extraordinary security requirements]:

a. Do not publicly disclose any information concerning any aspect of the materials or services relating to this contract, without prior written approval of the Contracting Officer.

b. Do not disclose or cause to be disseminated any information concerning the operations of the activity's security or interrupt the continuity of its operations.

c. Do not disclose any information to any person not entitled to receive it. Failure to safeguard any classified information that may come to the Contractor or any person under his control, may subject the Contractor, his agents or employees to criminal liability under 18 U.S.C., Sections 793 and 798.

d. Direct to the Contracting Officer and or Installation Security Officer for resolution all inquiries, comments or complaints arising from any matter observed, experienced, or learned as a result of or in connection with the performance of this contract, the resolution of which may require the dissemination of official information.

e. Coordinate photography requirements with the Contracting Officer. Some areas restrict or prohibit photographing Government property.

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NOTE: Include special security requirements, such as escorts required.  
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[f. Military escorts are required in the following spaces: \_\_\_\_\_]

Deviations from or violations of any of the provisions of this paragraph, will, in addition to all other criminal and civil remedies provided by law, subject the Contractor to immediate termination for default and withdrawal of the Government's acceptance and approval of employment of the individuals involved.

**01 20 00 PRICE AND PAYMENT PROCEDURES**

**1.1 Schedule of Prices**

Submit a schedule of prices for approval on forms furnished by the Government. The initial schedule of prices may be preliminary for construction activities until the design is developed. Include a detailed breakdown of the contract price with quantities and unit prices for each work activity or definable feature of work. Include general conditions, profit, and overhead costs within the unit prices. Break down into design and construction is required. The Contractor may invoice for bonds once the Government has approved the bonds, however, no other requests for payment will be processed without an approved schedule of prices and baseline schedule.

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NOTE: Include construction category codes if applicable for DD Form 1354.  
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NOTE: Refer to UFC 3-810-01N, Navy and Marine Corps Environmental Engineering for Facility Construction to determine if unit pricing is required for the project. If required, edit "Price Schedule" form and provide to Contracting Officer upon completion. Template "Price Schedule" form is available at the following link:** [**https://www.wbdg.org/ffc/navy-navfac/project-information-form-specifications-cover-sheet/price-schedule**](https://www.wbdg.org/ffc/navy-navfac/project-information-form-specifications-cover-sheet/price-schedule) **\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**1.2 Contractor Invoices**

Contractor requests for payment must conform and will be processed in accordance with the requirements of FAR 52.232-5 and FAR 52.232-27.

a. Content of Invoice: Requests for payment in accordance with the terms of the contract must consist of the following: (If NFAS Clause 5252.232-9301 is present in the contract, documents must be provided as attachments in Wide Area Workflow (WAWF). The maximum size limit per attachment is less than 2 megabytes, but there are no limits on the number of attachments. If a document cannot be attached to WAWF due to system or size restrictions it must be provided as instructed by the contracting officer). If NFAS Clause 5252.232.9301 is not present in the contract, follow the invoicing instructions provided in the contract.

1. Contractor's Invoice on NAVFAC Form 7300/30, must show, in summary form, the basis for arriving at the amount of the invoice.

2. Contractor's Estimate for Voucher/ Contract Performance Statement on NAVFAC Form 7300/31 furnished by the Government, showing in detail: the estimated cost, percentage of completion, and value of completed performance for each of the construction categories stated in this contract. Use NAVFAC LANT Form 4-330/110 (New 7/84) on NAVFAC Atlantic contracts when a Monthly Estimate for Voucher is required.

3. Affidavit to accompany invoice (LANTDIV NORVA Form 4-4235/4 (Rev. 5/81)).

4. Updated copy of submittal register.

5. Updated copy of progress schedule. Furnish as specified in "FAR 52.236-15, Schedules for Construction Contracts."

6. Contractor Safety Self Evaluation Checklist (original)

7. Final release (for final payment only). Final invoice must be accompanied by the certification required by DFARS 252.247.7023 TRANSPORTATION OF SUPPLIES BY SEA, and the Contractor's Final Release.

b. Payment:

1. Payment will be made on Contractor's submission of itemized requests and will be subject to reduction for overpayments or increased for underpayments from previous payments. The Government may withhold payment or reduce payments for the following:  
a. Defects in material or workmanship.

b. Claims the Government may have against the Contractor under or in connection with this contract.

c. Contractor's failure to submit an updated schedule.

d. Payroll violations.

e. Unless otherwise adjusted, repayment to the Government upon demand for overpayments made to the Contractor.

2. Payments may be made for materials, stored off construction sites, under the following conditions:

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NOTE: List Conditions when payment for off-site material will be allowed. Note that RFP Part 1 must include relevant clauses for payment of material stored off-site.  
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a. [\_\_\_\_\_ Materials to be considered for progress payment prior to installation must be located and stored within 20 miles by streets and roads of the construction site.]

b. Materials adequately insured and protected from theft and exposure. Payment requests for offsite materials must include the consent of surety.

c. Materials not susceptible to deterioration or physical damage in storage or in transit to the job site are acceptable for progress payments. Items such as steel, machinery, pipe and fittings and electrical cable are acceptable, but items such as gypsum board; glass, insulation and wall covering are not.

d. Materials in transit to the job or storage site are not acceptable for payment.

e. Conditions specified in FAR 52.232-5(b) Payments Under Fixed Price Construction Contracts.

**1.3 Budget Management**

The Contractor must be responsible for budget management throughout the entire project. It is the intent of the Government to partner with the Contractor to maximize project value while strictly controlling contract modifications and maintaining overall fiscal control. When required, develop a Budget Management System for each phase of the design.

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Include following paragraph if Budget Management is required for this project.  
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[This project requires a Budget Management System be developed and maintained. The Budget Management System must represent major portions of the work such as HVAC, site work, and exterior skin. The purpose of budget management is to balance scope and value during critical project design decisions. Update the budget management status at regular intervals during design, at a minimum with design submittals, for review by and discussion with the COR.]

**01 30 00 ADMINISTRATIVE REQUIREMENTS**

**1.1 Supervision**

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NOTE: Include requirement for fluency in English and Host Nation language of foreign country project.  
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The Contractor must have a superintendent fluent in English [and host nation language] on the job site during working hours.

The Superintendent must have a minimum of 5 years of experience as a Superintendent on previous projects of similar size and complexity. The Superintendent may [not] serve as the Site Safety and Health Officer. Provide a Superintendent Resume for the proposed on-site Project Superintendent describing experience with references and qualifications to the Contracting Officer for approval. The Contracting Officer reserves the right to interview the proposed on-site Project Superintendent at any time in order to verify the submitted qualifications.

**1.2 Required Insurance**

Within 15 calendar days after award, furnish the Contracting Officer a Certificate of Insurance as evidence of the following insurance coverage amounts not less than the amount specified below in accordance with FAR Clause 52.228-5 Insurance Work On A Government Installation:

a. Comprehensive General Liability: $500,000 per occurrence.

b. Automobile Liability: $200,000 per person, $500,000 per occurrence for bodily injury; $20,000 per occurrence for property damage.

c. Worker's Compensation: As required by Federal and State Worker's compensation and occupational disease and other laws.

d. Employer's Liability Coverage: $100,000, except in states where worker's compensation may not be written by private carriers.

e. Others as required by state law.

f. Above insurance coverages are to extend to Contractor personnel operating Government owned equipment and vehicles.

g. The Certificate of Insurance must provide for 30 calendar days written notice to the Contracting Officer by the insurance company prior to cancellation or material change in policy coverage.

For projects which require removal of asbestos containing materials the Asbestos Contractor or Subcontractor, as the case may be is required to provide occurrence-based liability insurance with asbestos coverages in an amount not less than $1,000,000 and must name the Government and Private Qualified Person (PQP) as additional insureds.

**1.3 Post Award Kick-Off Meeting (PAK)**

Prior to commencement of design, and within 21 calendar days of award, meet with representatives of the Contracting Officer, installation and client to present the concept design for discussion and acceptance. The project team will develop a mutual understanding relative to the approved proposal, safety program, environmental permits and requirements, quality control procedures, and design and construction schedule. During the meeting, Contractor must propose and gain acceptance for any critical path work activities requiring advance submittal and approval. If the contract includes work on any fire protection system, including fire alarm and mass notification systems, the Contractor and the appropriate DOR must meet with the NAVFAC Fire Protection Engineer (FPE) to establish clear expectations of fire protection requirements of the project.

The Contractor's key personnel must attend including the Project Manager, Superintendent, Site Safety and Health officer, Construction Quality (CQ) Manager, Design Quality Control (DQC) Manager, Designer of Record (DOR), and major subcontractors.

**[1.4 Design Presentation / Development (DP/D)**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Include following paragraph if a Design Presentation / Development meeting is required for this project.  
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The Contractor must lead discussions to develop an understanding of the facility design that the accepted technical proposal represents with the Government users and maintainers of the facility. Develop site plans, floor plans, exterior finish materials, and building elevations to conduct working sessions with the Government meeting attendees. The purpose of the DP/D Meeting is to confirm the appropriateness of the facility design and develop acceptable alternatives if changes are needed. The Contractor must anticipate that Government Facility Users represented at the DP/D Meeting will provide additional functional information. Incorporate functional design changes into the facility design as required to meet the needs of the Users. At the end of the DP/D Meeting the Contractor must provide either assurance that the updated design can be built within the budget or identify potential cost modification items and establish a follow-on DP/D Meeting to finalize a design that will include trade-offs to bring the project within the budget. The following Contractor key personnel must attend the Design Presentation: Project Manager, Project Scheduler, Cost Estimator, Lead Designer of Record, Design Staff responsible for each architectural/engineering discipline when facility design is discussed, Major Subcontractors, and DQC.**]**

**1.5 Partnering**

The Contracting Officer will coordinate the initial Team-Led (Informal) Partnering Session with key personnel of the project team, including Contractor and Government personnel. The Partnering Session will be co-led by the Government Construction Manager and Contractor's Project Manager. The Initial Team-led Partnering session may be held concurrently with the Pre-Construction Post-Award Kickoff meeting. Partnering sessions will be held at a location mutually agreed to by the Contracting Officer and the Contractor, typically at a conference room on-base or at the Contractor's temporary trailer. The Initial Team-Led Partnering Session will be conducted and facilitated using electronic media (a video and accompanying forms) provided by Contracting Officer. The Partners will determine the frequency of the follow-on sessions. Participants will bear their own costs for meals, lodging and transportation associated with Partnering.

**1.6 Pre-Construction Conference**

Prior to construction or demolition, meet with representatives of the Contracting Officer to discuss and develop mutual understanding relative to administration of the safety programs, environmental issues, safety of building occupants and surrounding area, hazardous materials, waste disposal, construction QC procedures, construction schedule, labor provisions and other construction phase contract procedures.

**1.7 NAVFAC Red Zone Meeting (NRZ)**

Participate in NAVFAC Red Zone (NRZ) meetings with the Contracting Officer to identify strategies to ensure the project is carried to expeditious closure and turnover to the client. The Contracting Officer will provide a template to the Contractor to use to develop a NRZ Checklist. Revise the template to include critical work activities and their planned completion dates based on the project scope of work and schedule. Discuss any progress changes with items listed on the NRZ Checklist during regularly scheduled NRZ Meetings beginning approximately at 75% stage of construction prior to project completion.

**01 31 19.05 20 CONCEPT DESIGN WORKSHOP (CDW)**

**1.1 Post Award Kick-off Meeting (PAK)**

Prior to commencement of design, and within 21 calendar days of award, meet with representatives of the Contracting Officer, installation and client to present the concept design for discussion and acceptance. The project team will develop a mutual understanding relative to the approved proposal, safety program, environmental permits and requirements, quality control procedures, and design and construction schedule. During the meeting, Contractor must propose and gain acceptance for any critical path work activities requiring advance submittal and approval. If the contract includes work on any fire protection system, including fire alarm and mass notification systems, the Contractor and the appropriate DOR must meet with the NAVFAC Fire Protection Engineer (FPE) to establish clear expectations of fire protection requirements of the project.

The Contractor's key personnel must attend including the Project Manager, Superintendent, Site Safety and Health officer, Construction Quality (CQ) Manager, Design Quality Control (DQC) Manager, Designer of Record (DOR), and major subcontractors.

**1.2 Partnering**

The Contracting Officer will organize initial and follow-up informal partnering sessions with key personnel of the project team, including Contractor's personnel and Government personnel. The initial session may be a part of the PAK Meeting. The initial partnering session will be conducted and facilitated using electronic media provided by the Contracting Officer. Follow-on partnering sessions will be conducted every 6 months or less frequent as determined by the Contracting Officer.

**1.3 Pre-Construction Conference**

Prior to construction or demolition, meet with representatives of the Contracting Officer to discuss and develop mutual understanding relative to administration of the safety programs, environmental issues, safety of building occupants and surrounding area, hazardous materials, waste disposal, construction QC procedures, construction schedule, labor provisions and other construction phase contract procedures.

**1.4 NAVFAC Red Zone Meeting (NRZ)**

Participate in NAVFAC Red Zone (NRZ) meetings with the Contracting Officer to identify strategies to ensure the project is carried to expeditious closure and turnover to the client. The Contracting Officer will provide a template to the Contractor to use to develop a NRZ Checklist. Revise the template to include critical work activities and their planned completion dates based on the project scope of work and schedule. Discuss any progress changes with items listed on the NRZ Checklist during regularly scheduled NRZ Meetings beginning approximately at 75% stage of construction prior to project completion.

**01 31 23.13 20 ELECTRONIC CONSTRUCTION AND FACILITY SUPPORT CONTRACT MANAGEMENT SYSTEM (eCMS)**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use of electronic construction management system (eCMS) and this Section are mandatory on NAVFAC projects greater than $150,000. Use of eCMS is optional on projects less than $250,000. Contact the administering FEAD/ROICC office to determine if eCMS is necessary for projects less than $250,000. When eCMS is required, the RFP preparer must include UFGS 01 31 23.13 20 as an attachment to this RFP.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

See UFGS Section 01 31 23.13 20 Electronic Construction and Facility Support Contract Management System in Part 5 of this RFP for requirements for the use of eCMS.

**01 32 16.00 20 SMALL PROJECT CONSTRUCTION PROGRESS SCHEDULES**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: The RFP Preparer is required to edit UFGS 01 32 16.00 20 Small Project Construction Progress Schedules to be included as an attachment to this RFP.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

Develop and implement a design and construction schedule in accordance with UFGS 01 32 16.00 20 in Part 5 of this RFP.

**01 33 00.05 20 CONSTRUCTION SUBMITTAL PROCEDURES**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Identify construction submittals requiring DOR or Government approval. All other submittals will be approved by QC Manager.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**1.1 Construction submittals are to be Contractor-approved, except those listed below:**

a. DOR Approval required for:

1. Fire Protection related submittals

2. [Earthwork and Geotechnical submittals]

3. [All components of the roof and exterior wall.]

4. [All components of the interior doors, hardware, cabinets, fireproofing/firestopping, railings, paint, finish materials/colors.]

5. [HVAC Testing, Adjusting, and Balancing.]

6. [Telecommunications]

7. [SID submittals and Furnishings, fixtures, and equipment packages for review and approval by NAVFAC Interior Designer]

8. [\_\_\_\_\_]

b.. Government Approval required for:

1. Government approved submittals as required by UFGS specification sections edited by the DOR.

2. [Substations]

3. [Transformers]

4. [Medium Voltage Switchgear]

5. [Medium Voltage Cable]

6. [400-Hz Converters]

7. [Emergency Generators]

8. [Automatic Transfer Switches]

9. [Uninterruptible Power Supplies]

10. [Electronic Security Systems]

11. [Section 23 09 13 and 23 09 23.02]

12. [Section 23 05 93]

13. [\_\_\_\_\_]

14. [\_\_\_\_\_]

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTES: Identify construction submittals to be forwarded to the Government for surveillance. Modify this list for the project requirements. If not already listed above for Government Approval, list below any materials or systems that were added to this Small Project Template from the Standard Design-Build Template (example conveying and electrical utilities).  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**1.2 Submit the following construction submittals, approved by the DOR, to the Government for surveillance:**

a. Submit fire protection related submittals pertaining to spray-applied fire proofing and fire stopping, exterior fire alarm reporting systems, interior fire alarm & detection systems, and fire suppression systems including fire pumps and standpipe systems.

b. Submit geotechnical related submittals pertaining to the soils investigations (reports and soils analysis), foundations (shallow and deep), pavements structure design, test pile and production pile testing and installation.

c. Submit roofing submittals pertaining to materials and systems used to make up the roof system.

d. Submit HVAC Testing, Adjusting, and Balancing required submittals.

e. Submit telecommunications shop drawings for coordination with the NMCI Contractor. Note: For the purpose of this document, the term "NMCI" is used to reference the network provided for use by the Navy and Marine Corps; the terms Continuation of Service Contract (COSC) and Next Generation Enterprise Network (NGEN) will be used to reference the contract between the government and the Contractor providing the NMCI network service.

f. Submit Performance Verification and Acceptance Testing required by IBC or this RFP.

g. Submit all Interim Special Inspection Reports on a bi-weekly basis until work requiring special inspections is complete. Submit all Structural Observation Reports and the Final Report of IBC Special Inspections.

h. For any pre-engineered buildings, submit shop drawings showing engineering data and complete building drawings, signed and sealed by a registered professional engineer.

i. Comply with sustainability submittals per UFGS section 01 33 29 Sustainability Requirements and Reporting included in Part 5 of this RFP.

j. [Submit FF&E submittals to NAVFAC Interior Designer for review and approval.]

k. Submit Structural Shop Drawings and structural product data.

l. [\_\_\_\_\_]

**1.3 Construction Submittal Process**

Provide to the Government submittals as listed. See Section 01 33 10.05 20 Design Procedures for specific design and construction submittal format and approval and surveillance requirements. Design drawings may be prepared more like shop drawings to minimize construction submittals after final designs are approved. Therefore, the Contractor is encouraged to prepare and submit with the design drawings, appropriate connection, fabrication, layout, and product specific drawings.

a. QC Plan, prior to Design/Construction (may be phased).

b. Construction submittals, prior to construction, approved in accordance with QC Plan, the DOR or QC Specialist is the approving authority for submittals unless otherwise indicated.

c. Sustainability Action Plan (and Sustainability Notebook when required) in accordance with 01 33 29 Sustainability Requirements and Reporting.

d. DOR-approved construction submittals identified for Government surveillance (typically Fire Protection system and Life Safety submittals). Stamp the submittals "FOR SURVEILLANCE ONLY." Submit Surveillance submittals to the Government prior to starting work for that item. Submittals required for surveillance will be returned only if corrective actions are required.

e. Safety Data Sheets (SDS) as applicable.

f. Baseline Schedule: due prior to PAK.

g. Environmental Protection Plan, prior to start of the work.

h. Contractor Safety Self-Evaluation Checklist.

i. Accident Reports - submit if incidence occurs.

j. Accident Prevention Plan and Activity Hazard Analysis: Submit prior to construction.

k. Schedule of Prices, initial due 21 calendar days after award and a detailed due prior to construction.

l. Record Drawings, due at Beneficial Occupancy

m. Operation and Maintenance Information: Due prior to testing as applicable, no later than 30 calendar days before Beneficial Occupancy.

n. Licenses and Permits: Per this section and Part 4.

o. Completed High Performance and Sustainable Building (HPSB) compliance checklists in accordance with UFC 1-200-02 High Performance and Sustainable Building Requirements and UFGS Section 01 33 29 Sustainability Requirements and Reporting. Attach completed HPSB Checklist to Interim DD 1354.

[p. DD Form 1354:

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Choose these paragraphs requiring the Contractor/ Designer of Record to prepare a Draft and Interim DD Form 1354 for all new construction, demolition, and any capital improvements such as construction on an existing facility that adds new parts, items, or systems that are not maintenance or repair.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

Prepare a Draft and Interim DD Form 1354, TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY, in accordance with UFC 1-300-08. Coordinate the identification of appropriate asset construction categories with the Contracting Officer and the Real Property Accounting Officer.

1) Draft DD Form 1354. DOR must determine applicable real property assets broken out by construction categories and submit a "Draft DD Form 1354" for Government approval as a part of the Design Analysis included with the Prefinal Design submittal. "Draft DD Form 1354" must include all quantities and units of measure, but does not require cost breakdown. The Real Property Accountable Officer (RPAO) will provide the first draft of the DD1354 to the contractor with RPUIDs and CCNS on it.

2) Interim DD Form 1354. Contractor must coordinate with the DOR and update the Draft DD Form 1354 submission to include any additional assets, improvements, or alterations that occurred during construction. Use the Draft DD Form 1354 [and the UFGS Section 01 20 00 Price and Payment Procedures] to identify costs. The costs and quantities must align with the RPUID and unit of measures listed on the RPAO's draft 1354. Submit the final draft Interim DD Form 1354 to the Government for approval 30 days prior to the Beneficial Occupancy Date (BOD). If modifications to the Interim DD Form 1354 are required by the Government, the corrected version must be submitted prior to the BOD.

3) When documenting demolition work, the DD Form 1354 must list the quantitative data associated with this work as a negative value to show the cost should be deleted from the Navy asset data store. Coordinate with the Installation Real Property POC to assist in determining the negative value for demolition work. There are two ways to account for the demolition portion of the project and to document the reduction of real property: (1) attach an Authorization for Demolition form 18 (Service-specific) to the DD Form 1354 to document category codes and quantities of demolished real property. These should be listed separately from constructed/transferred item numbers; or, (2) indicate, as additional DD Form 1354 item numbers, all demolished real property facility numbers and category codes using negative numbers (shown in parenthesis) for units of measure, and in block 18 indicate N/A for costs. Disposal cost within the footprint of the project is added into total construction cost of new facility prompting the demolition.]

q. Construction Submittals:

1) In addition to the design submittals noted in Section 01 33 10.05 20, construction submittals will be required. The list of required submittals will be generated from the Contractor-prepared specifications and indicated in the submittal register.

2) Shop drawing submissions will be governed by UFGS 01 33 00.05 20 Construction Submittal Procedures, available on the Whole Building Design website ([www.wbdg.org](https://www.wbdg.org/) ). Contractor must assume a 15 day review period, and provide 3 hard copies of all submittals (in addition to electronic submittals) to be submitted to [FEAD] [installation].]

**1.4 Organization Responsibilities**

Stamp each sheet of each submittal with QC certifying statement or approving statement, except that data submitted in bound volume or on one sheet printed on two sides may be stamped on the front of the first sheet only. Sign certifying statement or approval statement. The person signing certifying statements must be QC organization member, and the signatures must be in original ink; stamped signatures are not acceptable. Retain a copy of approved submittals at project site, including Contractor's copy of approved samples.

a. When approving authority is Contracting Officer, QC organization will certify submittals, assure proper signatures, and forward to Contracting Officer with the following certifying statement:  
"*I hereby certify that the (equipment) (material) (article) shown and marked in this submittal is that proposed to be incorporated with contract Number (insert contract number here), is in compliance with the contract documents, can be installed in the allocated spaces, and is submitted for Government approval.  
Certified by QC Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Date \_\_\_\_\_\_*"

b. When the Approving Authority is the Designer of Record, the DOR must approve, professionally stamp, sign, and date submittals. DOR stamp on construction submittals or submission of design documents that include construction submittals indicates DOR approval for construction. QC organization must certify submittals, assure proper signatures, and forward to Contracting Officer with the following certifying statement:  
"*I hereby certify that the (equipment) (material) (article) shown and marked in this submittal is that proposed to be incorporated with contract Number (insert contract number here), is in compliance with the contract requirements, can be installed in the allocated spaces, and is submitted for DOR approval.  
RFP Part Four and Part Five Submittals:  
Approved by DOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Date \_\_\_\_\_\_  
Certified by QC Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Date \_\_\_\_\_\_*"

**1.5 Operations and Maintenance Information (OMSI)**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Include additional submittal requirements. This table includes Operation and Maintenance Information. If O&M manuals are required, edit Item #9 in the following table to require "OMSI Manuals" in accordance with UFGS 01 78 24.00 20, Electronic Facility Operation and Maintenance Support Information (eOMSI). Refer to FC 1-300-09N for thresholds for eOMSI and BIM submittals and incorporate those requirements into the table below.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Identify manufacturer's data that is to be submitted for review and approval.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Deliverable** | **FEAD/ ROICC** | **IPT** | **PWO** | **USER** |
| 1 | Quality Control Plan |  |  |  |  |
| 2 | Material Safety Data Sheets |  |  |  |  |
| 3 | Design/Construction Schedule |  |  |  |  |
| 4 | Waste Management Plan |  |  |  |  |
| 5 | Safety and Health Plan |  |  |  |  |
| 6 | Schedule of Prices |  |  |  |  |
| 7 | Budget Management Summary |  |  |  |  |
| 8 | Record Drawings |  |  |  |  |
| 9 | Operation and Maintenance Information |  |  |  |  |
| 10 | Licenses and Permits |  |  |  |  |
| 11 | Badge Requests |  |  |  |  |
| 12 | Statement of Acknowledgement SF 1413 |  |  |  |  |
| 13 | Demolition and Work Plan |  |  |  |  |
| 14 | Design Development Docs |  |  |  |  |
| 15 | Final Design Docs |  |  |  |  |
| 16 | Submittal Register |  |  |  |  |
| 17 | [ Waste Management Opportunity Assessment Form ] |  |  |  |  |
| 18 | Performance/Payment Bonds |  |  |  |  |
| 19 | Environmental Protection Plan |  |  |  |  |
| 20 | Certificates of Insurance |  |  |  |  |
| 21 | DD Form 1354 |  |  |  |  |
| 22 | Sustainability Action Plan |  |  |  |  |
| 23 | Sustainability Notebook |  |  |  |  |
| 24 | NAVFAC High Performance and Sustainable Building (HPSB) Checklist |  |  |  |  |

**1.6 Licenses and Permits**

Obtain all appointments, licenses, and permits required to perform work under this contract at no additional expense to the Government. See "Permits Record of Decision" (PROD) form for list of permits. Comply with all applicable federal, state, and local laws, and base regulations and procedures. Provide evidence of such permits and licenses to the Contracting Officer before work commences and at other times as requested by the Contracting Officer (see FAR 52.236-7, *Permits and Responsibilities*). Coordinate permit applications with Navy or local environmental office.

The contractor must submit a complete PROD form with the first design submittal package. A blank PROD form can be obtained from the NAVFAC Design-Build website at the following link [http://www.wbdg.org/FFC/NAVFAC/NDBM/ST/PROD\_Form.doc](https://www.wbdg.org/FFC/NAVFAC/NDBM/ST/PROD_Form.doc) . Contractor must determine correct permit fees and pay said fees. Copies of all permits, permit applications, and the completed PROD form must be forwarded to the Government's Civil Reviewer and Environmental Reviewer.

Contractor is exclusively responsible for his full compliance with patent laws and must affirm that the company is licensed to use equipment and processes the company employs in this project.

**1.7 Record Drawings**

The as-built modifications must be accomplished by electronic drafting methods on the Contractor-originated DWG design drawings to create a complete set of record drawings. For each record drawing, provide CAD drawing identical to signed Contractor-originated PDF drawing that incorporate modifications to the as-built conditions. After all as-built conditions are recorded on the DWG files, produce a PDF file of each individual record drawing in conformance with FC 1-300-09N. Electronic signatures are not required on record drawings.

**01 33 10.05 20 DESIGN SUBMITTAL PROCEDURES**

**1.1 Summary**

This section includes requirements for contractor-originated design documents and design submittals.

**1.2 Reference Standards**

This RFP references published standards, the titles of which can be found in the Unified Master Reference List (UMRL) on the Whole Building Design Guide at the Unified Facilities Guide Specification (UFGS) [Website](https://www.wbdg.org/ffc/dod/unified-facilities-guide-specifications-ufgs) . The publications referenced form a part of this specification to the extent referenced.

The advisory provisions of all codes, requirements, and standards are mandatory; substitute words such as "must" or "required" for words such as "shall", "should", "may", or "recommended," wherever they appear. The results of these wording substitutions incorporate these code and standard statements as requirements. Reference to the "authority having jurisdiction" is interpreted to mean Contracting Officer or Contracting Officer Representative. Comply with the required and advisory portions of the current edition of the standard at the time of contract solicitation.

Provide work in compliance with the following design standards and codes, as a minimum. Government standards listed in this RFP take precedence over industry standards. The following list of codes and standards is not comprehensive and is augmented by other codes and standards referenced and cross-referenced in the RFP. Refer to Parts 3 and 4 for specific requirements within other UFC's.

a. U.S. Department of Defense (DoD) Unified Facilities Criteria (UFC)

|  |  |
| --- | --- |
| UFC 1-200-01 | DoD Building Code |
| UFC 1-200-02 | High Performance and Sustainable Building Requirements |
| UFC 1-300-08 | Criteria for Transfer and Acceptance of DoD Real Property |
| FC 1-300-09N | Navy and Marine Corps Design Procedures |
| UFC 3-560-01 | Electrical Safety, O&M |
| UFC 3-600-01 | Fire Protection Engineering |
| UFC 3-810-01N | Navy and Marine Corps Environmental Engineering for Facility Construction |

b. UFC 1-200-01  
UFC 1-200-01 DoD Building Code is a hub document that provides general building requirements and references other critical UFCs. A reference to UFC 1-200-01 in the RFP document requires compliance with the Tri-Service Core UFCs. Refer to the UFC 1-200-01 for a complete list of all applicable Tri-Service Core UFCs at website location <https://www.wbdg.org/ffc/dod/unified-facilities-criteria-ufc> . Contractor-originated design documents must provide a project design that complies with the Request For Proposal (RFP), FC 1-300-09N, UFC 1-200-01, UFC 3-810-01N, the Core UFCs, and other UFC's listed above.

**1.3 Design Requirements**

a. Provide design documents that include basis of design, design drawings and design specifications, reports and submittal register in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures.

b. Design is the work necessary to ensure functionality, quality, and safety for critical facets of the project. Special coordination requirements such as for phone, LAN and cable, are included herein.

c. Part 3 contains the project description, functional and performance requirements, scope items, and expected quality levels that exceed Part 4. Part 4 identifies design criteria, verification requirements, and performance and quality requirements of products.

d. Provide professional registration and design signing and stamping requirements per requirements of FC 1-300-09N Design Procedures. Interior Designers must be NCIDQ certified per UFC 3-120-10 Interior Design. The design effort must be overseen by a Design Quality Control (DQC) Manager who will ensure that the design meets the requirements of this RFP. The DQC Manager will prepare a DQC Plan describing how the design process will ensure conformance to the RFP.

e. Provide a Contractor-originated design specification that in conjunction with the drawings, demonstrates compliance with requirements of the RFP. The specified products, materials, systems, and equipment that are approved by the DOR; submitted to the Government by the Contractor; and reviewed by the Contracting Officer must be used to construct the project. Prescriptive specification sections contained in RFP Part 5 must become a part of the Contractor-originated specification without modification. The Contractor must prepare design specifications that include a UFGS specification for each product, material, or system on the project. Organize the specifications using Construction Specification Institute (CSI) MasterFormatTM . Provide project specifications to include the following:

1. Provide the specification cover sheet with the professional seal and signature of the lead licensed architect or engineer of the project design team. Indicate the Contractor's company name and address on the specification coversheet.

2. Table of contents for entire specification.

3. Individual UFGS specification sections for each product, material, and system required by the RFP. Edit UFGS sections in accordance with RFP Part 3 and 4.

4. If proprietary information is provided or required, include a coversheets for the product, material, or system information that is being proprietarily specified. This information must comply with the related UFGS specification.

5. If proprietary information is provided or required, include highlighted and annotated Catalog Cuts, Manufacturer's Product Data, Tests, Certificates, Manufactures information and letters for each product, material, or system that is being proprietary specified.

6. Coordinated submittal register for all products, materials and systems with each design submittal. Provide a cumulative register that identifies the design and construction submittals required by each design package along with previous design submittals. The DOR must assist in developing the submittal register by determining which submittal items are required to be approved by the DOR. Complete all fields in the final submittal register in order to obtain Government approval of the final design.

f. Identification of Manufacturer's Product Data Used as Specifications: Provide complete and legible catalog cut sheets, product data, installation instructions, operation and maintenance instructions, warranty, and certifications for products and equipment for which final material and equipment choices have been made. Indicate, by prominent notation, each product that is being submitted including optional manufacturer's features, and indicate where the product data shows compliance with the RFP. Attach this product data to the end of the applicable UFGS specification section that specifies the material.

g. Specification Software: Submit the final specification source files in either MS Word or SpecsIntact with a Submittal Register generated in Excel or SpecsIntact.

h. Meet sustainability requirements per UFC 1-200-02 High Performance and Sustainable Building requirements and UFGS Section 01 33 29 Sustainability Requirements and Reporting. UFGS Section 01 33 29 Sustainability Requirements and Reporting must be included in Part 5 of all project RFPs.

i. [Submit design drawings or sketches, calculations and manufacturer's data to demonstrate compliance with contract requirements. The Contractor is encouraged to prepare design drawings more like shop drawings to minimize construction submittals.]

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Include requirements for telephone (NCTAMS) and LAN (NMCI)  
  
NOTE: Specific information on which version of AutoCAD should be used is available via the following link:** [**https://www.wbdg.org/ffc/navy-navfac/cad/navfac-design-information**](https://www.wbdg.org/ffc/navy-navfac/cad/navfac-design-information) **NOTE: Provide specifics for design packages, such as where Contractor is to submit design packages (prior to/in place of over-the-shoulder review). Recommend Over-the-Shoulder Reviews jointly with Design-Build Contractor, DOR and major subcontractors in conjunction with progress meetings.  
  
NOTE: Length of time provided to reviewers varies between over-the-shoulder review meeting and in-progress review meeting.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

j. [Provide [hard] [and] [electronic] copies of design submittal package to the following reviewers 21 calendar days to the in-progress review meeting. [All hard copy submittals must be on minimum 30% postconsumer fiber paper, and, when 11x17 or smaller, double-sided].

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **DELIVERABLE** | **FEAD/ ROICC** | **IPT** | **PWO** | **USER** |
|  | **Design Development** |  |  |  |  |
|  | Basis of Design |  |  |  |  |
|  | Half-size Drawings or Sketches |  |  |  |  |
|  | Online Specifications |  |  |  |  |
|  | Finish Documentation Color Board |  |  |  |  |
|  | Calculations |  |  |  |  |
|  | Design Quality Control (DQC) Documentation |  |  |  |  |
|  | **Final Design** |  |  |  |  |
|  | Basis of Design |  |  |  |  |
|  | Half-size Drawings or Sketches |  |  |  |  |
|  | Specifications and Manufacturer’s Cut Sheets |  |  |  |  |
|  | Finish Documentation Color Board |  |  |  |  |
|  | Quality Control Review – Drawings and Specifications |  |  |  |  |
|  | Completed Project Information Form (PIF) including Bid Schedule |  |  |  |  |
|  | Structural Interior Design (SID) |  |  |  |  |
|  | Preliminary FF&E |  |  |  |  |
|  | Calculations |  |  |  |  |
|  | Draft DD Form 1354 |  |  |  |  |
|  | Facility Recognition Plaque – Design and Specification |  |  |  |  |
|  | Design Quality Control (DQC) Documentation |  |  |  |  |

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: NAVFAC's policy is that the Contractor can begin construction after the design drawings are professionally signed and sealed. Therefore, Government review of final design may happen simultaneously with the start of construction. Identify below design submittals that are exceptions to this policy and require Government approval prior to the Contractor beginning construction.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

k. The final design submittal must be professionally signed and sealed by the DOR and forwarded to the Contracting Officer prior to the start of construction. Separated final design packages will only be considered for Government review and approval during the Post Award Kick-off Meeting. [ The following design submittals must be approved by the Contracting Officer prior to the start of construction:  
 1. [\_\_\_\_\_]  
 2. [\_\_\_\_\_] ]

l. Submit Draft DD Form 1354. See section 01 33 00.05 20 for detailed requirements.

**1.4 Order of Precedence**

The contract consists of the solicitation, the approved proposal, and the final design. In the event of conflict or inconsistency between any of the below described portions of the conformed contract, precedence must be given in the following order:

a. Any portions of the proposal or final design that exceed the requirements of the solicitation.

1. Any portion of the proposal that exceeds the final design.

2. Any portion of the final design that exceeds the proposal.

3. Where portions within either the proposal or the final design conflict, the portion that most exceeds the requirements of the solicitation has precedence.

b.. The requirements of the solicitation, in descending order of precedence:

1. Standard Form 1442, Price Schedule, and Davis Bacon Wage Rates.

2. Part 1 - Contract Clauses.

3. Part 2 - General Requirements.

4. Part 3 - Project Program Requirements.

5. Part 6 - Attachments (excluding Concept Drawings).

6. Part 5 - Prescriptive Specifications exclusive of performance specifications.

7. Part 4 - Performance Specifications exclusive of prescriptive specifications.

8. Part 6 - Attachments (Concept Drawings).

c. Within Part 3- Project Program Requirements Section 5.0 ROOM REQUIREMENTS provides detailed requirements on a room by room basis that further defines requirements that are in addition to the ENGINEERING SYSTEMS REQUIREMENTS SECTION.

d. Government review or approval of any portion of the proposal or final design does not relieve the Contractor from responsibility for errors or omissions with respect thereto.

**01 35 26 GOVERNMENTAL SAFETY REQUIREMENTS**

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NOTE: The RFP Preparer is required to edit UFGS 01 35 26 Governmental Safety Requirements to be included as an attachment to this RFP.  
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Develop and implement a safety program in accordance with UFGS 01 35 26 in Part 5 of this RFP and EM-385-1-1 Safety and Health Requirements Manual.

**1.1 Ergonomics Considerations During Design**

Design facilities, processes, job tasks, tools and materials to reduce or eliminate work-related musculoskeletal (WMSD) injuries and risk factors in the workplace. Design maintenance access to reduce WMSD risk factors to the lowest level possible. In addition to requirements included in this contract, design must incorporate the requirements of MIL-STD-1472F.

**01 45 00 QUALITY CONTROL**

Establish and maintain a quality control program as described herein.

**1.1 Quality Control Plan**

Submit a QC Plan for Government review and acceptance prior to the start of construction. Submit the QC Manager's resume for approval prior to all other administrative submittals with the exception of bonds and insurance. The QC plan must include the following:

a. NAMES, QUALIFICATIONS and RESPONSIBILITIES: For each person in the QC organization (design and construction).

b. OUTSIDE ORGANIZATIONS: Outside organizations, including architectural and consulting engineering firms and a description of the services these firms will provide.

c. INITIAL SUBMITTAL REGISTER (DESIGN & CONSTRUCTION): Include submittal reviewer, estimated date of delivery, and identify which design submittals require Government approval prior to construction, and which construction submittals require DOR or Government approval prior to construction.

d. TESTING LABORATORIES: Accredited laboratories as applicable.

e. TESTING PLAN AND LOG: Tests required, referenced by specification paragraph number requiring the test, frequency, and person responsible for each test.

f. LIST OF DEFINABLE FEATURES: A Definable Feature of Work (DFOW) is a task, which is separate and distinct from other tasks, and has the same control requirements and work crews.

g. COMMUNICATION PLAN: Provide a plan for key decisions and possible problems the Contractor and Government may encounter during the design phase of the project. Communication Plan must indicate the frequency of design meetings and what information is covered in those meetings, key design decision points tied to the Network Analysis Schedule and how the DOR plans to include the Government in those decisions, peer review procedures, interdisciplinary coordination, design review procedures, and comment resolution.

h. SPECIAL INSPECTIONS: Provide a list of Special Inspections, testing, approvals, certifications, observations, and quality assurance plans as prescribed in Chapter 17 of IBC.

**1.2 Quality Control Manager Qualifications**

Appoint a Quality Control Manager responsible for the QC program. The Superintendent may [not] serve as the Quality Control Manager on this project. The QC Manager must have a minimum 5 years of combined experience as a Project Superintendent, QC Manager, inspector, Project Manager, Project Engineer or Construction Manager on previous projects of similar size and complexity. The QC Manager must possess a current certificate showing successful completion of the NAVFAC Contractor Quality Management (CQM) Training.

**1.3 Quality Control Manager Responsibilities**

a. Participate in the Post Award Kick-off, Partnering, Design Development and Coordination Meetings and Production Meetings.

b. Ensure that no construction begins before the DOR has signed and stamped the design for that segment of work, and design and construction submittals are approved as required by the QC Plan.

c. Immediately stop any work that does not comply with contract plans and specifications, and direct the removal and replacement of any defective work.

d. Prepare QC Reports.

e. Hold weekly QC meetings with DOR, Superintendent and Government technical team; participation must be suitable for the phase of work.

f. Ensure that safety inspections are performed. Attend weekly Toolbox meetings.

g. Maintain submittal log.

h. Maintain updated as-built drawings on site.

i. Maintain testing plan and log. Ensure that all testing is performed per contract.

j. Maintain deficiency log on site, noting dates deficiency identified, and date corrected.

k. Certify and sign statement on each invoice that all work to be paid under the invoice has been completed in accordance with contract requirements.

l. Perform Punch-out and Pre-final inspections, and participate in Final Inspections. Establish list of deficiencies; correct prior to the Final inspection.

m. Ensure that all required keys, operation and maintenance manuals, warranty certificates, and the As-built drawings are submitted to the Contracting Officer.

n. If Commissioning is part of work, engage Commissioning Authority (CxA), coordinate their oversight of Contractor's work and verify CxA's performance in accordance with UFGS section 01 45 00.

**1.4 Three Phases of Quality Control**

Utilize the Three Phases of Quality Control process consisting of:

a. Preparatory Phase: Review all applicable documents for compliance with all applicable laws, codes, regulations, and the requirements of the contract, including contract drawings and specifications. Determine requirements for testing and certification. Review submittal approvals for materials, equipment, shop drawings, and applicable methods of construction and installation. Include all Preparatory Phase items, along with the Preparatory Phase Checklist and, in the QC Report.

b. Initial Phase: Observe and inspect the initial portion of the work performed under a DFOW to establish the quality of the workmanship, resolve conflicts in construction, ensure that testing is done and certified as required, and to check all work procedures to ascertain the work is in conformance with required safety requirements. Record and report nonconforming work and work not of acceptable quality and requiring correction or rework. Include all Initial Phase items, along with initial phase checklist and, in the QC Report.

c. Follow-Up Phase: Occurs at the completion of each DFOW.& Ensure the work is in compliance with contract requirements, quality of workmanship for all work is maintained, and all work performed meets safety requirements. Include all Follow-Up Phase items, including date, in the QC Report.

**1.5 Contractor Production Report**

Prepare Daily Production Reports on forms furnished for this purpose. Submit reports to the Contracting Officer by 10:00 am the following day. Reports must include:

a. Worker hours by classification, move-on and move-off of construction equipment furnished by the prime, subcontractor or the Government, and materials and equipment delivered to the site.

b. Safety meetings, checks and inspections.

c. Disposition of Construction Waste Material: Per Waste Management Plan and per Environmental Protection Plan.

**01 50 00 TEMPORARY CONSTRUCTION FACILITIES AND CONTROLS**

**1.1 Contractor Work Site**

Limit use of the premises for work and for storage of material and equipment associated with the contract. Unless otherwise specified or separately agreed to, Government owned material handling equipment, transportation equipment or general tools will not be available for Contractor's use. Clean work area daily and after completion of the work, removing all loose debris and disposing of all non-permanent materials in accordance with the contractor's Waste Management Plan.

a. Temporary Facilities: The Contractor may provide his own office facilities; coordinate and obtain advance approval from the Contracting Officer. Provide and maintain suitable sanitary facilities within the construction limits of the contract. Dispose of sanitary waste in accordance with the applicable laws, and local regulation.

b. Contractor-Furnished Equipment: Equipment is subject to the inspection and approval of the Contracting Officer, prior to and during the life of the contract. All equipment and vehicles must display readily visible Contractor identification markings. Relocate stored Contractor equipment which may interfere with operations of the Government or with others on-site.

c. Contractor-furnished Material: Protect and secure products stored at this site.

1. All replacement units, parts, components, and materials to be used in the maintenance, repair and alteration of facilities and equipment must be new and compatible with the existing equipment on which it is to be used, and must comply with applicable Government, commercial, or industrial standards such as Underwriter's Laboratories, Inc., and National Electrical Manufacturers Association.

2. In addition, submit a current certificate recognized by the State or local authority that states the Contractor has completed at least 10 hours of training in backflow preventer installations.

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Include special constraints or requirements, such as contractor lay-down limitations, site fencing, or other site-specific requirements.  
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[d. The Contractor Lay-Down Area will be limited to \_\_\_\_\_.]

[e. The entire site must be fenced.& Fence must be a minimum of [6] [\_\_\_\_\_] feet high chain link [with screen material].]

**1.2 Temporary Utilities**

a. The Government will provide water and power in reasonable quantities at the prevailing rates.

b. All labor, material, and equipment necessary to affect temporary utility tie-ins, including transformers if necessary, will be at the expense of the Contractor and under the surveillance of the Contracting Officer.

c. The Contractor will be responsible for any damages to Government, private or public facilities and property that may result from the installation and removal of these temporary utility tie-ins. Corrections and repairs will be made at the Contractor's expense.

d. The actual location and installation of the temporary tie-in, together with any interruptions of utilities systems, must be identified and approved by the Contracting Officer prior to execution. Notify the COR and Station Utilities 15 calendar days prior to any tie-ins.

e. Permanent utility systems, when indicated, will be available for tie-in.

f. Telephone and Data Service: Make arrangements with local telephone company, NMCI and other pertinent base communication departments.

g. Maintain utility services to existing facilities surrounding the site at all times during construction.

h. Contractor must install and certify back flow preventers on all connections to the potable water supply system.

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Include water and power utility rates, specific backflow preventer requirements and installer qualifications, plus actual location(s) for tie-ins if applicable.  
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i. [Backflow preventers must have a certificate of full approval from [FCCCHR-USC, University of Southern California] [ \_\_\_\_\_ ], attesting that the design, size, and make of each backflow preventer has satisfactorily passed the complete sequence of performance testing and evaluation for the respective level of approval. Certificate of Provisional Approval will not be acceptable.]

**01 57 19 TEMPORARY ENVIRONMENTAL CONTROLS**

**1.1 Unforeseen Hazardous Conditions**

Do not disturb hazardous materials and report condition immediately to the Contracting Officer potentially hazardous conditions that are uncovered or the Contractor becomes aware of that have not been identified in the RFP. This includes hazardous components and materials and contamination (see UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction for more information).& This includes conditions that are not only hazardous to humans but wildlife, marine life and the environment. Stop work in the area of the questionable material or condition until identification and direction is provided.

**1.2 Environmental Protection Requirements**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: For projects that require disturbance of site soils, building components, finishes, renovations, equipment or structures and demolition require the contractor to complete ECATTS training and require the DOR to edit and submit UFGS 01 57 19 . Coordinate with local environmental to ensure all applicable regulations and standards are met. Refer to UFC 3-810-01N for requirements to include here.  
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[The Contractor must complete and submit evidence of completion of the Environmental Compliance Assessment Training and Tracking (ECATTS) program. For more detailed information on ECATTS see UFGS 01 57 19.]

[The DOR must edit and submit UFGS 01 57 19 Temporary Environmental Controls.] [Comply with state and local regulations within the edited UFGS section.]

**1.3 Asbestos**

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NOTE: Use the information in the asbestos survey report and refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Coordinate with local environmental and asbestos disciplines. Revise as required for the application. Use the following bracketed paragraph when the survey report is included as an attachment in Part 6.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[An asbestos survey report of the existing facilities was prepared and is included in Part 6 to support this project. The asbestos survey has been provided to show the location and conditions of regulated asbestos containing materials (RACM). Prior to starting work, verify the location of RACMs [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform additional asbestos survey in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction. Include the asbestos survey in all design submittals.] The existence, size, and location of the RACMs are not guaranteed by the survey report provided. Verify the location of all RACMs prior to construction.]

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use this paragraph for projects that involve removal or disturbance of asbestos containing materials in facilities other than schools and child occupied facilities, when an asbestos survey report is not provided as an attachment to the RFP. Refer to UFC 3810-01N for requirements to include here. Edit the paragraph below to indicate the requirements of the DOR, insert appropriate state where work will be performed if required.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[Edit and submit UFGS 02 82 00 Asbestos Remediation. Meet the requirements of federal, state and local regulations within the edited UFGS section.]

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use this paragraph for projects that require removal or disturbance of asbestos containing materials within DoD schools and child occupied facilities, when an asbestos survey report is not provided as an attachment to the RFP. Refer to UFC 3-810-01N for requirements to include here. Edit the paragraph below to indicate the requirements of the DOR, insert appropriate State where work will be performed if required.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[Edit and submit UFGS 02 82 00 Asbestos Remediation. Comply with the requirements of 40 CFR 763, [state] and [local] regulations within the edited UFGS section.]

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Federal regulations require a project design prepared by an EPA MAP accredited Asbestos Project Designer for any project.  
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[Submit evidence of DOR qualifications as an [EPA] [and] [state] accredited Asbestos Project Designer.]

**1.4 Lead, Cadmium, and Chromium**

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NOTE: Work performed in child occupied facilities requires careful consideration. Use the information in the lead based paint survey report and refer to UFC 3-810-01N for requirements to include here. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[A lead based paint survey report of the existing facilities was prepared and is included in Part 6. The lead based paint survey report is provided to show the presence or absence and concentrations of lead based paint in Target Housing and child-occupied facilities. Prior to starting work, verify the location of lead based paint [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform additional inspections in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction and provide a report. Include the report in all design submittals.] The presence and location of the lead based paint is not guaranteed by the survey report provided. Verify the location of all lead based paint prior to construction.]

[This project involves disturbance of lead based paint within a child occupied facility.] The work includes [removal and disposal], [surface preparation], [component replacement], [enclosure], [and [\_\_\_\_\_]]. Edit and submit UFGS 02 83 00 Lead Remediation. Meet the requirements of EPA Title X and HUD Guidelines within the design.]

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use this paragraph for projects involving paint work in facilities other than child occupied facilities. Use the information in the paint survey report and refer to UFC 3-810-01N for requirements to include here. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
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[A survey report of paint containing [lead][cadmium][chromium][\_\_\_\_\_] was prepared and is included in Part 6. The paint survey report is provided to show the presence or absence and concentrations of paint containing [lead][cadmium][chromium][\_\_\_\_\_] in the facilities. Prior to starting work, verify the location of paint containing [lead][cadmium][chromium][\_\_\_\_\_] [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform additional inspections in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction and provide a report. Include the report in all design submittals.] The presence and location of paint containing [lead][cadmium][chromium][\_\_\_\_\_] is not guaranteed by the survey report provided. Verify the location of paint containing [lead][cadmium][chromium][\_\_\_\_\_] prior to construction.]

[[This project involves disturbance of paint containing [lead][cadmium][chromium][\_\_\_\_]. [The work includes [removal and disposal], [surface preparation], [component replacement], [enclosure], [and [\_\_\_\_\_]].] Edit and submit UFGS 02 83 00 Lead Remediation.]

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: The person editing UFGS 02 83 00 Lead Remediation must be an EPA accredited Lead Project Designer. Many states have more stringent and specific requirements. Coordinate with local environmental to ensure all applicable regulations and standards are met.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[Submit evidence of DOR qualifications as an [EPA] [and] [state] accredited Lead Project Designer.]

**1.5 Polychlorinated Biphenols (PCB)**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use the information in the PCB survey report and refer to UFC 3-810-01N, Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[A PCB survey report of the existing facilities was prepared and is included in Part 6. The PCB survey report is provided to show the location of PCB containing equipment. Prior to starting work, verify the location of PCB [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform a PCB environmental survey in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction and provide a report. Include the PCB report in all design submittals.] The presence and location of the PCB is not guaranteed by the survey report provided.]

[This project involves the elimination of all PCB containing materials from [lamps. ][equipment] [and] [electrical distribution systems]. Edit and submit [UFGS 02 84 16 Handling of Lighting Ballasts and Lamps Containing PCBs and Mercury.][UFGS 02 84 33 Removal and Disposal of Polychlorinated Biphenyls (PCBs).]

**1.6 Low-Level Radioactive Materials**

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NOTE: Use the information in the LLR survey report and refer to UFC 3-810-01N, Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[A LLR components survey report was prepared and is included in Part 6. The LLR survey report is provided to show the type and location of the LLR components. Prior to starting work, verify the location of LLRs [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform an LLR survey in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction. Include the LLR survey in all design submittals.] The existence, type, and location of LLRs is not guaranteed by the survey report provided. Verify the location of all LLRs prior to construction.]

[This project involves [removal and disposal] [containment] [storage] of LLRs. Edit and submit UFGS 01 57 19 Temporary Environmental Controls.]

**1.7 Animal Droppings**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use the information in the animal droppings survey report and refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[An animal droppings survey report was prepared and is included in Part 6. The animal droppings survey report is provided to show the type, conditions and location of animal droppings. Prior to starting work, verify the location of animal droppings [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform an animal droppings survey in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction. Include the animal droppings report in all design submittals.] The existence, type, and location of animal droppings is not guaranteed by the survey report provided. Verify the location of all animal droppings prior to construction.]

[This project involves removal of animal droppings. Edit and submit UFGS 01 57 19 Temporary Environmental Controls.]

**1.8 Mold and Spores**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use the information in the mold and spores survey report and refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[A mold (microbial) assessment survey report of the existing facilities was prepared and is included in Part 6. The microbial assessment survey report is provided to show the types, conditions and locations of mold. Prior to starting work, verify the location of mold [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform a microbial assessment survey in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction. Include the mold report in all design submittals.] The existence, type, and location of mold is not guaranteed by the survey report provided. Verify the location of mold prior to construction.]

[This project involves [disposal of mold contaminated materials] [and] [remediation of mold contaminated areas]. Edit and submit UFGS 02 85 00 Mold Remediation.]

**1.9 Radon**

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NOTE: Use the information in the radon survey report and refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

[A radon assessment survey report of the existing facilities was prepared and is included in Part 6. The radon assessment survey report is provided to identify the locations and test results for the levels of indoor radon. Prior to starting work, verify the location of radon [and obtain additional survey data required to][and] provide a comprehensive final design. [Perform a radon assessment survey in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction. Include the radon report in all design submittals.] The existence, levels, and location of radon is not guaranteed by the survey report provided. Verify the location of radon prior to construction.]

[This project involves implementation of a radon mitigation system. Edit and submit UFGS 31 21 13 Radon Mitigation.]

**1.10 Storage Tanks**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*   
NOTE: Use the information in the storage tank report and refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Coordinate with Installation Environmental Staff. Revise as required for the application. Use the first bracketed paragraph when the survey report is included as an attachment in Part 6. Use the second bracketed paragraph when the survey report is not included in Part 6.  
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[A [aboveground][underground] storage tank survey report is provided to support the project and is attached in Part 6. The storage tank report is provided to show the location, [construction material,] [capacity][dimensions] of the tanks[, soil contamination][,quantity of remaining hazardous waste] [, and associated piping system]. Prior to starting work, verify the location of the tanks [and conduct any additional testing to][and] provide a final design. [Perform a tank survey in accordance with FC 1-300-09N Navy and Marine Corps Design Procedures and UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction and provide a report. Include the tanks report in all design submittals.] The presence and location of the tanks is not guaranteed by the report provided. Refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction, for additional requirements and criteria.]

[This project involves the [abandon-in-place][removal and disposal] of [aboveground] [underground] [steel][concrete] tanks[,and associated piping system]. Comply with federal, state and local regulations. Edit and submit [UFGS 02 65 00 Underground Storage Tank Removal] [UFGS 01 57 19 Temporary Environmental Controls].]

**1.11 Contaminated Soil or Groundwater**

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NOTE: Use the information in the contaminated soil or groundwater report and refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction for requirements to include here. Coordinate with Installation Environmental Staff. Revise as required for the application. Use the first and second bracketed paragraphs when the survey report is included as an attachment in Part 6. Use the third bracketed paragraph when the survey report is not included in Part 6.  
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[A contaminated [soil][ and][ groundwater] report is provided to support the project and is attached in Part 6. The report has been provided to show the approximate location, depth of contamination, and quantities of contaminated [soil][ and groundwater]. Prior to starting work, verify the location of contaminated [soil][ and groundwater] [and obtain additional data required to][and] provide a final design. Refer to UFC 3-810-01N Navy and Marine Corps Environmental Engineering for Facility Construction, for additional requirements and criteria.

[The Contractor is required to retain a Professional Engineer experienced with soil and groundwater contamination and remediation and licensed in the geographic region of the project, to interpret the Government provided information as related to the design concept and develop environmental related requirements to support design and construction. The Contractor is responsible for costs associated with the hazardous waste remediation except as allowed by Contract Clause FAR 52.236-2, "Differing Site Conditions". Perform additional subsurface investigation/testing to adequately determine environmental factors. The Contractor's Professional Engineer is required to evaluate the provided information and any additional information obtained and incorporate appropriate hazardous waste testing and management requirements into the design.]]

[This project involves the [remediation][disturbance][disposal] of contaminated [soil] [and groundwater]. Edit and submit [UFGS 02 61 13 Excavation and Handling of Contaminated Material] [UFGS 02 61 23 Removal and Disposal of PCB Contaminated Soils].]

**01 74 19 CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL**

Develop a Waste Management Plan that identifies all recyclable material and disposal methods for all material. Contractor must reduce, recycle or salvage as much waste material as possible with a goal of diverting at least 60% of construction waste from landfill. Address waste reduction, recycling and salvage as part of the waste management plan. Report volume or weight of disposed and recycled materials. Report destination of debris diverted from disposal. The Contractor is responsible for removing and disposing of all waste materials generated. Consider all material recyclable or reusable, unless clearly demonstrated the material requiring disposal is waste material.

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NOTE: Include special waste management requirements, such as an Opportunity Assessment Form which is required on some NAVFAC SW projects.   
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Submit Construction Waste Management Plan for Government approval within 45 calendar days after contract award. The plan must be approved prior to the start of construction or demolition. Manage demolition debris/waste or deconstruction materials in accordance with the approved construction waste management plan. An approved construction waste management plan will not relieve the Contractor of responsibility for compliance with applicable environmental regulations or meeting project cumulative waste diversion requirement. Ensure all subcontractors receive a copy of the approved Construction Waste Management Plan. The plan demonstrates how to meet the project waste diversion requirement.

The Waste Management Plan must include:

a. Names of individuals responsible for waste management and waste management tracking, along with roles and responsibilities on the project.

b. Actions that will be taken to reduce solid waste generation, including coordination with subcontractors to ensure awareness and participation.

c. Description of the regular meetings to be held to address waste management.

d. Description of the specific approaches to be used in recycling/reuse of the various materials generated, including the areas on site and equipment to be used for processing, sorting, and temporary storage of materials.

e. Name of landfill and/or incinerator to be used.

f. Identification of local and regional re-use programs, including non-profit organizations such as schools, local housing agencies, and organization that accept used materials such as material exchange networks and resale stores. Include the name, location, phone number for each re-use facility identified, and provide a copy of the permit or license for each facility.

g. List of specific materials, by type and quantity, that will be salvaged for resale, salvaged and reused on the current project, salvaged and stored for reuse on a future project, or recycled. Identify the recycling facilities by name, address, and phone number.

h. Identification of materials that cannot be recycled or reused with an explanation or justification, to be approved by the Contracting Officer.

i. Description of the means by which any materials identified in item (g) above will be protected from contamination.

j. Description of the means of transportation of the recyclable materials (whether materials will be site-separated and self-hauled to designated centers, or whether mixed materials will be collected by a waste hauler and removed from the site).

k. Copy of training plan for subcontractors and other services to prevent contamination by co-mingling materials identified for diversion and waste materials.