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**SECTION 01000**  
**DESCRIPTION/SPECS/WORK STATEMENT**

1.0 **OBJECTIVE:** This contract is intended to provide rapid response for major repair and minor construction situations relating, but not limited to, civil, architectural, mechanical, plumbing, structural, electrical, HVAC, instrumentation, security and safety areas in a cost effective manner. Civil work may include, but not limited to, grading, waterlines, sewerlines, paving/repaving roadways, sidewalks, parking lots, shore protection, stream bank stabilization, and dredging. Architectural work may include, but not limited to, painting, roofing, renovation of interiors of existing buildings, new building construction. Mechanical involvement may include, but not limited to, heating, ventilation, and air conditioning (HVAC) systems and components, refrigeration systems, material transport systems, automatic box conveyor systems, incinerators, fuel lines, elevators, escalators, dumb waiters, as well as plumbing systems including water, solid and hazardous waste control. Electrical work may include, but not limited to, power and service supplies, distribution, and utilization systems (including lighting), power generators and uninterrupted power supplies (UPS). Instrumentation work may include but not limited to, plant management systems, using direct digital technology and fire alarm systems. Security work may involve intrusion detection and surveillance systems. Safety issues may include but not limited to upgrade of life safety codes, safety and hygiene, and fire suppression systems. Asbestos and lead-based paint abatement may be required during equipment systems repairs. Structural effort may also be required. Ancillary work necessary to support the repair project, such as demolition, or to restore the work area to the condition prior to the repair action will be required. This objective shall be achieved through the implementation of task orders issued under the terms of this contract for all of the herein described tasks or additional tasks described in specific task orders.

2.0 **DESCRIPTION.**

2.1 This contract shall apply to all [projects within the jurisdictional execution authority](#) of the the Corps of Engineers, U.S. Army Engineer District, Honolulu, Area of Responsibility and DAGS/DOE State Government area of Responsibility.

2.2 The term of this contract will not exceed a maximum period of [twelve \(12\)](#) months or [one](#) year.

2.3 Upon receipt of a task order, the Contractor shall provide, all labor, materials, supplies, parts (to include system components), supervision, equipment, and related services, (except when specified as Government furnished), to perform all work in strict accordance with the terms, conditions, special contract requirements, specifications, drawings, attachments, and exhibits contained in the contract or incorporated by reference. This contract covers a broad range of maintenance, major repair and minor construction work. The Contractor may be asked to meet compressed schedules as required by the installation. Work will vary from site to site and may require extensive knowledge of the functional operation relating to the efficient use of the facility equipment and facility support systems, and building structures. Some facilities may be in full operation during the work. In these instances, the Contractor will be required to minimize interference with the daily operations at the facilities.

2.4 The Contractor shall be familiar with and work shall conform to (but not limited) the following codes: National Fire Protection Association, Americans with Disabilities Act (ADA), and Uniform Federal Accessibility Standards (UFAS). The Contractor shall be cognizant of any changes in codes which impact these facilities. The Contractor shall notify the Contracting Officer when major modifications to the task order are required to maintain code compliance.

2.5 The Contractor's work and responsibility shall include all Contractor planning, programming, administration, and management necessary to provide all remediation (i.e. maintenance, repair, and/or construction) and related services as specified. The work shall be conducted by the Contractor in strict accordance with the contract and all applicable Federal, State, and local laws, regulations, codes, or directives. The Contractor shall provide related services such as preparing and submitting required reports, performing administrative work, and submitting necessary information as specified under this contract and within each task order. The Contractor shall ensure that all work performed meets or exceeds the scope of work and any special specifications or documents included with the individual task order.

2.6 The Government will provide a scope of work to the Contractor detailing the task to be accomplished. The detail provided may vary from a general statement of work of what is required (with no drawings) to complete design documents (drawings and specifications), depending on the complexity of the project. The Contractor will be required to use the information provided by the Government and submit a complete proposal regardless of how much information is provided by the Government. The proposal shall include the remediation method, labor and materials necessary for performing the work required.

2.7 The Contractor shall complete all work and services under this contract in accordance with schedules established in each task order. Submittal dates will be included in the task order. These dates identify when submittals are due in the issuing office and other addresses identified in the task order. Types and numbers of submittals and dates and places for review meetings shall be established by each task order.

### 3.0 DEFINITIONS.

3.1 The following terms apply to this contract (the list is not all inclusive).

3.1.1 **Site Survey:** An inspection of a facility to evaluate areas which need remediation.

3.1.2 **Feasibility Study:** A study undertaken to determine the cost effectiveness of a proposed facility remedial action.

3.1.3 **Work Plan:** A detailed package consisting of single line diagrams, engineering calculations, criteria, manufacturers' data/cut sheets, specifications, etc., suitable to provide details to remediate a facility

3.1.4 **Facility Remedial Project (FRP):** A project undertaken to correct a situation identified from a site survey, feasibility study, or other sources.

3.1.5 **Remediation Action:** The action taken to implement a work plan; i.e., repair renovation, minor new construction.

### 3.2 **Data Submittal Requirements.**

3.2.1 **DD Form 1423 - Contract DATA REQUIREMENTS LIST.** These forms, attached to Section 00720 of this contract, show the frequency of submittals and the number and destination of the submittals as well as related contracting office requirements. They are referenced in the scope of work (SOW) by title and DATA ITEM NUMBER (DIN). The DIN is assigned to the data submittal requirements for the Contractor. The DIN is alpha-numeric in that it is composed of alphabetical letters and sequential data submittal requirements, numbers: i.e., FRP0001 is the first (0001) data submittal requirement for the Facilities Remediation Project (FRP). They are cross-referenced to the scope of work and DD Form 1644 described below through common DINs titles.

3.2.2 **DD Form 1664 - DATA ITEM DESCRIPTION.** These forms, attached to Section 00720 of this contract, contain the requirements for contractor data submittals required in the SOW. Each DD Form 1664 is coded with the same alpha-numeric DIN numbers and titles as the DD Form 1423s for cross-referencing data submittal requirements, frequency of submittals, and number and destination of submittals.

## 4.0 **SERVICES TO BE PERFORMED.**

4.1 **General Services:** The Contractor shall, upon issuance of a task order, supply all personnel, tools, equipment, transportation, materials, and supervision (except as otherwise noted or provided) to safely and efficiently perform the FRPs. All task orders to be completed under this contract shall be performed in accordance with applicable provisions of the U.S. Army Corps of Engineers Safety and Health Requirements, Manual, EM 385-1-1; Installation Design Guides; and the Architectural and Engineering Instruction (AEI) Design Criteria, unless other criteria is provided by the Contracting Officer.

4.1.1 **Contractor's Representative:** The Contractor shall execute the work under the direction of a Contractor Project Manager approved by the Contracting Officer. The full-time on-site Project Manager shall be designated in writing (listing name, address, and local home telephone number). The Project Manager shall be responsible for the overall management and coordination of this contract and shall be the central point of contact with the Government for performance of all work under this contract including warranty. Another individual may be designated to temporarily act for the Project Manager, however, forty-eight (48) hours advance notice in writing of such change shall be provided to the Contracting Officer's Representative.

**4.1.2 Contractor's Project Manager:** The Contractor's Project Manager shall oversee task accomplishment, administer all instructions, and answer all questions from the Contracting Officer pertaining to the tasks during the life of the contract. The Contractor Project Manager shall be responsible for the complete coordination of all work under this contract. The Contractor Project Manager will be responsible for ensuring that adequate internal controls and review procedures are followed in order to eliminate conflicts, errors and omissions and for ensuring that all technical requirements are met.

**4.1.3 Overall Responsibility:** The Contractor shall be responsible for all site surveys; feasibility studies; calculations; work plans; remediation actions; equipment startups; and testing, repair, and/or training required for satisfactory completion of the FRP as required by each individual task order. This shall include, but not be limited to providing labor, equipment, materials, applicable engineering documentation, and other necessary services and/or products for the remediation, implementation, or testing that may be required by the individual task order.

**4.1.4 Codes and Standards:** The site surveys, work plans, feasibility studies, calculations, remedial actions, equipment startup and testing and/or repair shall conform to the requirements of this contract. The Contractor shall adhere to codes and standards as specified herein and in the individual task orders. All codes and standard requirements shall be based on the latest edition of codes applicable at the time the task order is issued. All work shall comply with local, state, national, or military codes, whichever most stringent.

**4.1.5 Documentation:** The Contractor shall implement, maintain, and control a system for identification, preparation, reproduction, distribution, and maintenance of all documentation, dates and information necessary for its internal management as well as for Government management of the individual projects and the total program.

**4.1.6 Presentations and Meetings:** Time and locations of presentations and meetings shall be identified in each task order.

**4.1.7 Safety and Health Program:** Site activities performed in conjunction with this program may pose safety hazards which require specialized expertise to effectively address and eliminate. The Contractor shall be responsible for preparing and implementing an effective safety and health program, to include a site specific safety and health plan prepared for each Task Order in accordance with DD Form 1423, DIN FRP0001.

**4.1.8 Quality Control Program:** The Contractor shall develop, implement, and document an effective quality control plan for the program. The Contractor shall provide a site specific quality control plan prepared for each Task Order in accordance with DD Form 1423, DIN FRP0002. This site specific quality control plan shall be submitted to the Contracting Officer for approval within 30 days, or an agreed to shorter period, after award of each Task Order. The quality control plan shall be developed such that it applies to the site specific conditions of the individual task orders.

## **4.2 Specific Services.**

**4.2.1 Permits:** The Contractor shall be responsible for identifying and obtaining all permits from Federal, State, local, or installation agencies.

**4.2.2 Interference with Installation Staff:** The Contractor may be required to work in conjunction with various installation's

staff personnel. The Contractor's Project Manager shall provide a briefing to the staff prior to starting work. The briefing will provide the scope of work of the task order and a schedule for completing the work. While the Contractor is on-site, weekly coordination meetings will be conducted with the installation's points of contact. The purpose of these meetings will be to anticipate and schedule all operations where mutual effort by both groups is required.

## **5.0 APPROVALS, RESPONSIBILITIES, QUALIFICATIONS FOR LABOR CATEGORIES**

**5.1 Staffing Approvals:** Prior to making any changes in management staff, the Contractor shall notify the Contracting Officer in writing of changes in his proposed management staff as set forth in his technical proposal.

**5.1.1** The Contractor shall maintain a management staff with abilities and experience comparable to the staff listed in the management proposal. Any changes from the proposed and accepted management staff must be approved by the Contracting Officer or Representative. A request for a change to the approved staff must be submitted in writing. A current qualifications statement must be included in the request for approval.

**5.1.2** Resumes that have been previously submitted to the Government need not be a part of the individual task order proposal. The Contractor shall not employ any Civil Service nor military employees to perform of any work under the contract, e.g., during off-duty hours, regular hours, or while on annual leave.

## **5.2 Responsibilities**

**5.2.1 Program Manager:** This is the individual who has the direct responsibility for contract execution. This individual shall serve as the single point of contact and liaison between the Contracting Officer and the Contractor.

**5.2.2 Project Manager/Engineer:** This is the individual who has the direct responsibility for all operations on the site. This individual may also serve as the site safety officer and the site quality control officer if the dual roles are stated in the individual task order.

**5.2.3 Project Superintendent:** This individual will supervise the work on site as stated in each task order.

**5.2.4 Technical Staff:** The technical staff shall consist of architects and engineers (general, civil, mechanical, electrical, structural, fire protection, and safety).

**5.2.5 Quality Control Manager:** This individual shall have direct responsibility for the Quality Control Program.

**5.2.5.1 Quality Control Officer:** This individual shall have direct responsibility for the site quality control. This position may be held jointly by the project manager/engineer if the dual roles are stated in the individual task order.

**5.2.6 Safety Engineer:** This individual shall have direct responsibility for the Safety Program.

**5.2.6.1 Site Safety Officer:** This individual shall have direct responsibility for site safety. This position may be held jointly by the project manager/engineer if the dual roles are stated in the individual task order.

**5.3 Minimum Qualifications for Labor Categories:** The Contractor

must possess a variety of skills in order to perform this effort. There is no limitation of the use of employees with qualifications exceeding those listed. Minimum qualification standards for labor categories are set forth in the following paragraphs.

**Professional Level 1**

Project Superintendent, Quality Control Manager, Quality Control Officer, Site Safety Officer, Computer System Specialist, and Engineering Support should have five-years experience in Government remediation projects. Professional must be familiar and conversant with the various codes and standards applicable to facilities remediation tasks covered under this scope of work.

**Professional Level 2**

Architectural, Engineering, Computer Specialist, Safety Engineer, Industrial Hygienist, Biologist, Environmentalist, and Agronomist. Shall have a recognized four-year college degree in architecture/engineering (or related technical fields); seven-years of design/engineering or service experience (in unique discipline) for remediation projects. The Architect and Engineers shall be registered professionals in their respective disciplines. Professional must be familiar and conversant with the various codes and standards applicable to remediation tasks covered under this scope of work.

**Professional Level 3**

Project Manager/Engineer - Must have a recognized four-year degree in engineering, or ten-years experience in engineering or construction field. Professional(s) must be familiar and conversant with the various codes and standards applicable to facility remediation tasks covered by the scope of work.

**Professional Level 4**

Program Managers - Must have a recognized four-year college degree in engineering or related technical field or business/management, or ten-years experience in managing and supervising remediation projects. Professional(s) must be familiar and conversant with the various codes and standards applicable to facility remediation tasks covered by the scope of work.

## **Professional Level 5**

Surveyor - Must have a minimum of five years experience in surveying; registered professional land surveyor; and service experience in remediation projects. Surveyor must be familiar and conversant with sewer line surveying, centerline road profile surveying, drainage surveying, and other surveying tasks covered by the scope of work.

## **6.0 ACTIVITIES UNDER FACILITY REMEDIATION PROJECTS.**

**6.1 Task Orders:** The activities to be performed by the Contractor under this contract and subsequent task orders are described in general terms below (this list is not all inclusive). The specific tasks to be performed will be identified in each task order. The Contracting Officer or Ordering Officer reserves the right to modify duties and time periods in the task. At the completion of each approved task order, the results, documented and conceptual, becomes the property of the Government. The Contracting Officer shall decide whether additional task orders shall be executed.

**6.1.1 Site Survey Proposal.** Upon request by the Contracting Officer or Ordering Officer, a site survey proposal shall be submitted by the Contractor in accordance with DD Form 1423, DIN FRP0003.

**6.1.2 Site Survey.** Within 5 working days after the acceptance of, the Site Survey Proposal by the Contracting Officer or Ordering Officer, the contractor shall start a site survey in accordance with DD Form 1423, DIN FRP0004.

**6.1.3 Site Survey Report.** Within 10 working days after conclusion of the site visit, the contractor shall prepare and submit to the Contracting Officer or Ordering Officer, a site survey report in accordance with DD Form 1423, DIN FRP0005.

**6.1.4 Feasibility Study.** When the results of the site survey report justifies (in the opinion of the Contracting Officer or Ordering Officer) a feasibility study, the contractor shall perform a feasibility study based on the findings of the site survey report in accordance with DD Form 1423, FRP0006. The feasibility study shall be submitted within 10 working days after requested by the Contracting Officer unless otherwise stated on the task order.

**6.1.5 Work Plan.** Subsequent to award of the Work Plan Task Order, the Contractor shall prepare and submit a work plan to the Contracting Officer or Ordering Officer for approval prior to beginning any remedial action. The work plan shall be submitted for two reviews, preliminary and final, in accordance with DD Form 1423, DIN FRP0007. Work Plan (Contractor's technical requirements) shall be submitted within time specified on the Task Order. The Contracting Officer may accept the preliminary work plan or direct the contractor to continue through the final submittal. The final review will ensure all Government review comments from the preliminary submittal have been incorporated.

6.1.6 **Negotiations for Construction Task Order.** The negotiations, if required, between the Contracting Officer, Ordering Officer, or Contracting Officer's Authorized Representative and the Contractor, shall be conducted at a date and time determined by the Government. Details covered shall include, but not necessarily be limited to:

- Scope of Work Plan.
- Period of Contract.
- Technical Details of Work Plan.
- Management of Work Plan.
- Cost of Price Proposal (FRP0008).

The Contractor shall not commence with the task order remediation action until all items above have been discussed/negotiated and a task order awarded, unless the task order has been issued as a time and materials contract.

6.1.7 After the remedial action has been awarded (through the medium of a task order) the contractor shall:

6.1.7.1 Attend a pre-remediation conference with the Contracting Officer's Authorized Representative for review of the items described in DD Form 1423, DIN FRP0009.

6.1.7.2 Begin work on the remediation of the facility in accordance with the approved work plan following the approved work schedule. As work progresses, the contractor shall meet the following requirements:

a. Adhere to the approved plan for site safety and health, prepared and submitted in accordance with DD Form 1423, FRP0001 and as modified by the task order.

b. Adhere to the approved quality control program, prepared and submitted in accordance with DD Form 1423, DIN FRP0002 and as modified by the task order.

c. Prepare and certify a comprehensive work, schedule based on the proposed work plan in accordance with DD Form 1423, FRP0010.

d. Remediate the facility in accordance with the work plan previously submitted and signed-off on in DD Form 1423, DIN FRP0007.

e. Submit weekly progress reports starting second week after issuance of task order in accordance with DD Form 1423, DIN FRP0011.

f. Maintain a telephone correspondence log in accordance with DD Form 1423, DIN FRP0012.

g. Conduct test of modified system/equipment and obtain Government inspection/approval in accordance with DD Form 1423, DIN FRP0013.

h. Prepare operation and maintenance manuals, for the modified system/equipment in accordance with DD Form 1423, DIN FRP0014.

i. Prepare training program and train Government personnel in operation and maintenance of modified system/equipment in accordance with DD Form 1423, DIN FRP0015.

j. Provide equipment and construction warranties in accordance with DD Form 1423, DIN FRP0016.

k. Submit certified list of standard equipment and MFRP service organizations in accordance with DD Form 1423, DIN FRP0017.

l. Certify computer media in accordance with DD Form 1423, DIN FRP0018.

m. Prepare and submit project specific remediation reports including "lessons learned" documents in accordance with DD Form 1423, DIN FRP0019.

**6.1.8 As-Built Drawings.** As the work progresses, the contractor shall maintain redline as-built drawings, which reflects the status of the project in accordance with DD Form 1423, DIN FRP0020. At the completion of the project, the contractor shall submit final as-built drawings in accordance with DD Form 1423, DIN FRP0021.

**6.1.9 Survey Log Books and Survey Drawings.** Contractor shall provide survey log books and survey drawings as required in DD Form 1423, DIN FRP022.

**7.0 SUBMITTED SURVEYS, STUDIES, PROPOSALS, AND WORK PLANS.** All surveys, studies, proposals, and work plans submitted to the Contracting Officer or Ordering Officer shall become the property of the Government.

**8.0 ENVIRONMENTAL PROTECTION.** The contractor shall perform all work in such a manner as to minimize the pollution of air, water, or land and to control noise and dust within reasonable limits and in accordance with federal, state, and local environmental laws.

**8.1 Smoking Policy.** There will be no smoking within the facility. If approved by the facility manager, a smoking area may be designated a minimum of 50 feet away from the facility and all stockpiles of materials.

**9.0 ASBESTOS AND/OR LEAD-BASED PAINT ABATEMENT (REMOVAL OR ENCAPSULATION).**

When work is in areas suspected of containing asbestos, OSHA Standard 29 CFR 1910.1001 shall apply. OSHA Standard 29 CFR 1926.1101 requires that asbestos be presumed to be present in all facilities constructed before 1980. Under this standard, where insulating or surfacing materials cannot be identified not to be or to contain asbestos, they will be assumed to be or contain asbestos with appropriate safety procedures taken. The contractor shall, when tasked to do so in the task order, perform this determination as well as carry out the resultant abatement. The provisions of OSHA Standard 1926.22 shall apply to the abatement of lead-based paint.

The Contractor shall identify and abate lead-based paint when tasked to do so by the task order.



and Air Conditioning

- TM 5-810-4 Compressed Air
- TM 5-810-5 Plumbing
- TM 5-811-1 Electric Power Supply and Distribution
- TM 5-811-2 Electric Design, Interior Electrical System
- TM 5-811-14 Coordinated Power Systems Protection
- TM 5-815-3 Heating, Ventilation, and Air Conditioning (HVAC)

13.9 Military Handbooks (MIL-HDBK):

MIL-HDBK-1008C Fire Protection for Facilities Engineering, Design, and Construction

MIL-HDBK-1190 Facility Planning and Design Guide

13.10 National Institute of Technology and Standards

Handbook 135 Life Cycle Cost Analysis

13.11 National Fire Protection Association, Inc. (NFPA):

NFPA 70 National Electric Code

NFPA 80 Doors and Windows

NFPA 101 Safety to Life from Fire in Building and Structures

13.12 Building Codes (52.9101-4000 TM)

All work shall be performed in compliance with the following National Standards and Codes, applicable.

American Institute of Steel Construction (AISC)

American Concrete Institute (ACI)

Uniform Building Code (UBC)

Uniform Plumbing Code (UPC)

Uniform Mechanical Code (UMC)

Code of Federal Regulations (CFR)

OSHA General Industry Safety and Health Standards (29 CFR 1910), Publication V2206; and OSHA Construction Industry Standards (29 CFR 1926). One source of these regulations is OSHA Publication 2207, which includes a combination of both Parts 1910 and 1926 as they relate to construction safety and health. Contact the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

National Emission Standards for Hazardous Air Pollutants (40 CFR, Part 61).

Federal Standard (Fed. Std. 313A, Material Safety Data sheets, Preparation and the Submission).

13.13 Federal Standard 795, Uniform Federal Accessibility Standards.

13.14 American Disability Act (ADA).

13.15 Installation Interior/Exterior Architectural Plans, USAG-HI.

----- END OF SECTION 01000-----

## SECTION 01010

### WORK PLAN REQUIREMENTS

#### 1. SUBMISSION OF TASK ORDER DRAWINGS, SPECIFICATIONS, AND OTHER DATA

##### 1.1 Number of Copies

The Contractor shall submit, in accordance with Sections 00720 CONTRACT DATA REQUIREMENTS LIST, 00800 SPECIAL CONTRACT REQUIREMENTS, and 01000 DESCRIPTION/SPECS/WORK STATEMENT, the required number of copies of the construction drawings, specifications, calculations, equipment schedules, and all other submittal data for each review submittal. These submittals shall be in accordance with the requirements of this solicitation, all current revisions, the applicable task order, and all other terms and conditions of the contract. Upon final approval, the Contractor shall within 7 calendar days furnish the required number of copies (including one reproducible) of the approved drawings, specifications, calculations, and other data.

##### 1.2 Task Order Drawings

Task order drawings shall be prepared on CADD. Size of drawings shall be (30 inches by 42 inches). Provide (1/2 inch) of border trim along all four edges.

##### 1.2.1 Computer Aided Design and Drafting (CADD) Systems

Task order construction drawings, and as-built (record) drawings after the completion of each task order, shall be submitted on diskettes in electronic file format compatible with Intergraph microstation along with the hard copies of the drawings, technical specifications, calculations, and other data. Furnish one set of the CADD drawings on 87.5 = (3 1/2-inch) floppy disks, compatible with Intergraph microstation (DGN files).

##### 1.3 Task order Documents

Task order documents shall include construction drawings, specifications, Storm Water Pollution Prevention Plan if the project site is 20,230 square meters (5 acres) in size or larger, cost estimates, and calculations for categories such as, but not limited to, architectural, structural, mechanical, electrical, grading, drainage, paving, and outside utility services. Specifications shall be in sufficient detail to fully describe and demonstrate the quality of materials, the installation and performance of equipment, and the quality of workmanship. Specifications shall conform to the Construction Specifications Institute (CSI) 16-Division, 3-Part format and shall utilize Corps of Engineers Guide Specs (CEGS) and Honolulu Engineer District (HED) guide specifications, to the extent available, on the list of guide specifications at the end of this section. Detailing and installation of all equipment and materials shall comply with the manufacturers' recommendations.

##### 1.4 Task Order Reviews

Task order development reviews shall be held at the Honolulu District Office at the preliminary (50 percent) and final (100 percent) completion stages in accordance with the task order schedule. The Government shall have 14 days review period for each submittal (50 percent development and 100 percent development) and seven (7) days review period for resubmittal of the 100 percent documents incorporating final review comments. Review conferences) between the Contractor and the Government may be held after submittal of the 50 percent and 100 percent stages if the Government determines them necessary.

#### 1.4.1 **Material required for 50 percent submittal**

##### a. Drawings

All drawings required for completion of the task order, developed to approximately 50 percent completion.

##### b. Specifications

Draft of specifications for task work, including index and manufacturers' catalog and engineering data.

##### c. Interior and Exterior Finish Samples

For each applicable task order, furnish color/finish board(s) with attached samples of all exterior and interior appearance related construction items the Contractor proposes to furnish, including, but not limited to, such items as interior paints and finishes; wall covering; trim items; carpet; floor, wall and ceiling tiles; doors; plastic laminates for cabinet work, signage, etc. Each sample shall indicate color, texture, and finish; and, if patterned, shall be large enough to define full pattern. Samples shall be identified as to type of material, area of installation, manufacturer, and transmittal number under which certification of the material represented has been submitted in accordance with the requirements of Section 01330 SUBMITTAL PROCEDURES. Samples shall be mounted on 215 mm by 280 mm by 1.5 mm (8-1/2 inch by 11 inch by 1/16 inch thick) mat board, and shall be contained in three (3) ring binders. Epoxy glue, hot-melt glue, or contact cement shall be used to attach samples; Scotch tape, double-backed tape, or rubber cement is not acceptable. Cover of binders shall contain title of contract, contract number, task order number, and name of Contractor.

##### d. Calculations

Calculations developed to the extent required to support the task order development of that portion of utility distribution, structural, electrical, and mechanical systems included in this submittal.

##### e. Storm Water Pollution Prevention Plan (SWPPP)

For project sites that are 5 acres in size or larger, a detailed Storm Water Pollution Prevention Plan (SWPPP) shall be developed in compliance with the requirements for a NPDES General Permit for Storm Water Discharges from Construction Sites, as published in the Federal Register, Volume 57, Number 175, September 9, 1992. Minimum requirements for preparing a SWPPP are located in Section 01565 STORM WATER POLLUTION PREVENTION MEASURES. The Contractor shall identify whether or not a temporary sediment basin will be required during construction to comply with the regulation. If determined to be required a design of the basin will be included as part of the SWPPP and contract drawings. The SWPPP and a completed but unsigned Notice of Intent (NOI) shall be submitted for approval to the Corps of Engineers, Honolulu District, as part of this review package, accompanied by a signed Contractor's Certification. Upon approval, the District will file the Notice of Intent with the Environmental Protection Agency and notify the Contractor that it has been sent. Construction shall not be started earlier than 48 hours after the date the NOI was sent to the EPA. In addition, the Contractor shall post a copy of the NOI and a brief project description on the project bulletin board. For the project description, the Contractor may use Section 1.1 of the SWPPP or write a brief description.]

#### 1.4.2 **Material required for 100 Percent submittal**

##### a. Drawings

All drawings submitted for the 50 percent review, upgraded to 100 percent completion. Include, as applicable:

- (1) Transverse and longitudinal sections (1:50 (1/4" = 1'-0")).

(2) Large scale site plans (1:400 or 1:600 (1" = 30' or 50')) showing locations of sediment basins, diversion ditches, and other erosion control structures, indicating the approximate drainage areas each will serve. Indicate the materials, construction and capacity of each structure. Site plans shall include the following:

(a) Establishment of turf plan shall be prepared at a scale of 1:400 or 1:600 (1" = 30' or 50'). The plan shall indicate the limit of seeded areas and the types of turfing treatment specified.

(b) Landscape plan shall be prepared at a scale of 1:400 or 1:600 (1" = 30' or 50') and show the following:

1. A north arrow, graphic scale and legend.
2. Existing trees that are to be protected and saved.
3. Location of new trees, shrubs, and vines.
4. Plant list that includes botanical name, common name, height, caliper or spread, balled and burlapped or container, and ball and container size.
5. Planting and staking details.
6. All trees shall be furnished balled and burlapped and standard shrubs shall be furnished balled and burlapped or 15 to 19 liter (4 or 5 gallon) cans, dwarf shrubs shall be furnished in 7 liter (2 gallon) cans.

(3) Structural Drawings

Structural drawings shall include plans, details, and connections applicable to the task order.

(4) Mechanical and Electrical Drawings

Mechanical/electrical drawings, with complete schematics, shall show all heating, air conditioning, plumbing and electrical work.

b. Specifications

Specifications for all task order work upgraded to 100 percent completion. Contractor shall make final proposal of all materials and finishes at this submittal.

c. Calculations

Complete calculations for utility distribution systems, structural elements, and electrical and mechanical systems. Include computations for sizing equipment, air duct arrangement, and R-values for ceilings, roofs and exterior walls and floors. Include codes, manuals, and criteria used for calculations. Include, as applicable:

- (1) loads, load factors, and allowances for future loads,
- (2) energy performance calculations,
- (3) working stresses and factors of safety,
- (4) deflection calculations,

- (5) Expansion-, contraction-, and crack-control measures,
- (6) Foundation characteristics,
- (7) Construction or erection limitations, and
- (8) Fire Protection: Comprehensive analysis of all fire-safety factors with indication of treatment provided for each potential hazard.

d. Equipment Schedule

Based on the results of calculations, provide a complete list of the materials and equipment proposed for heating, air conditioning and plumbing, with the manufacturer's published cataloged product installation specifications and roughing-in data. The heating and air conditioning equipment data shall include the manufacturer's wiring diagrams, installation specifications, ARI certification, and the standard warranty for the equipment. In addition, provide the manufacturer's published cataloged capacities for supply diffusers as evidence that the arrangement of supply air outlets in each room will provide the throw and spread characteristics required to cover completely all exterior wall surfaces with the blanket of warm air at the proper design velocities.

**1.4.3 Review Location**

Review documents shall be sent, in the quantity indicated to the address listed below. The documents will be in their then present "on-board" status. All documents shall contain an index of contents.

Contracting Officer  
US Army Engineer District, Honolulu  
ATTN: CEPOH-CT-C  
Fort Shafter, Hawaii 96858-5440

**1.4.4 Additional Review Time**

If for any reason the Government requires more time than that stated for review, then the Contractor will be granted an extension of time equal to the number of calendar days of delay.

**1.5 Conference and Post-Conference Action**

For each task order, Government personnel will present review comments for discussion and resolution. Copies of comments, annotated with comment action agreed on, will be made available to all parties before the conference adjourns. Unresolved problems will be resolved by immediate follow-on action at the end of conferences. Valid comments will be incorporated. On receipt of final corrected work plan documents, the Government will review them and, if they are complete and acceptable, will direct the Contractor to provide a cost proposal. The Government, however, reserves the right to disapprove work plan document submittals if comments are of too great a significance. In this case, every effort shall be made during follow-up action between the Contractor and the Government to resolve conflicts and problems such that documents can be fully approved. However, if final submittals are incomplete or deficient, requiring correction by the Contractor and resubmittal for review, the cost of rehandling and reviewing will be deducted from payment due the Contractor at the rate of \$500.00 per submittal.

## 2. GUIDE SPECIFICATIONS

The following list of guide specifications generally represents the type of maintenance/minor construction work that will be required by the task orders, and shall be used for the Contractor's task order technical specifications. These guides will be furnished to the Contractor on a Compact Diskette (CD) in .PDF format at the Pre-Construction Conference. If work requires the use of guide specifications that are not listed here, a more complete listing will be furnished the Contractor upon request.

### DIVISION 02 - SITE WORK

02080	ASBESTOS REMOVAL AND DISPOSAL
02090	REMOVAL AND DISPOSAL OF LEAD-CONTAINING PAINT
02091	REMOVAL AND DISPOSAL OF SUBSTRATES WITH LEAD-CONTAINING PAINT
02092	EXPOSURE ASSESSMENT FOR WORKERS EXPOSED TO LEAD-CONTAINING PAINT
02220	DEMOLITION
02221	EXCAVATION, FILLING AND BACKFILLING FOR BUILDINGS
02316	EXCAVATION, TRENCHING, AND BACKFILLING FOR UTILITIES SYSTEMS
02466	DRILLED FOUNDATION CAISSONS (PIERS)
02510	WATER DISTRIBUTION SYSTEM
02522	GROUND-WATER MONITORING WELLS
02531	SANITARY SEWERS
02551	BITUMINOUS PAVING FOR ROADS, STREETS AND OPEN STORAGE AREAS
02556	ASPHALTIC BITUMINOUS HEAVY-DUTY PAVEMENT (CENTRAL-PLANT HOT MIX)
02580	PAVEMENT MARKINGS
02685	GAS DISTRIBUTION SYSTEM
02711	PORTLAND CEMENT-STABILIZED BASE OR SUBBASE COURSE
02712	LIME-STABILIZED BASE COURSE, SUBBASE, OR SUBGRADE
02720	STORM-DRAINAGE SYSTEM
02721	SUBBASE COURSES
02722	GRADED, CRUSHED AGGREGATE BASE COURSE
02732	FORCE MAINS AND INVERTED SIPHONS; SEWER
02748	BITUMINOUS TACK AND PRIME COATS
02753	CONCRETE PAVEMENT FOR AIRFIELDS AND OTHER HEAVY-DUTY PAVEMENTS
02761	FUEL-RESISTANT SEALING
02770	CONCRETE SIDEWALKS AND CURBS AND GUTTERS
02811	UNDERGROUND SPRINKLER SYSTEMS
02831	CHAIN LINK FENCE
02921	SEEDING
02922	SODDING
02923	SPRIGGING
02930	EXTERIOR PLANTING
02951	RUNWAY RUBBER REMOVAL
02975	SEALING OF CRACKS IN BITUMINOUS PAVEMENTS

### DIVISION 03 - CONCRETE

03150	EXPANSION JOINTS, CONTRACTION JOINTS, AND WATERSTOPS
03200	CONCRETE REINFORCEMENT
03300	CAST-IN-PLACE STRUCTURAL CONCRETE

### DIVISION 04 - MASONRY

04200	MASONRY
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### DIVISION 05 - METALS

05055	WELDING, STRUCTURAL
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05120 STRUCTURAL STEEL  
05210 STEEL JOISTS  
05300 STEEL DECKING  
05500 MISCELLANEOUS METAL

DIVISION 06 - WOODS & PLASTICS

06100 ROUGH CARPENTRY  
06200 FINISH CARPENTRY

DIVISION 07 - THERMAL & MOISTURE PROTECTION

07240 EXTERIOR INSULATION AND FINISH SYSTEM (EIFS)  
07310 SLATE ROOFING  
07311 ROOFING, STRIP SHINGLES  
07320 CLAY TILE ROOFING  
07412 NON-STRUCTURAL METAL ROOFING  
07413 METAL SIDING  
07416 STRUCTURAL STANDING SEAM METAL ROOF (SSSMR) SYSTEM  
07510 BUILT-UP ROOFING  
07600 SHEET METALWORK, GENERAL  
07720 ROOF VENTILATORS, GRAVITY-TYPE  
07840 FIRESTOPPING  
07900 JOINT SEALING

DIVISION 08 - DOORS & WINDOWS

08110 STEEL DOORS AND FRAMES  
08120 ALUMINUM DOORS AND FRAMES  
08210 WOOD DOORS  
08330 OVERHEAD ROLLING DOORS  
08360 SECTIONAL OVERHEAD DOORS  
08390 BLAST RESISTANT DOORS  
08520 ALUMINUM WINDOWS  
08700 BUILDERS' HARDWARE  
08810 GLASS AND GLAZING

DIVISION 09 - FINISHES

09250 GYPSUM WALLBOARD  
09310 CERAMIC TILE  
09510 ACOUSTICAL CEILINGS  
09650 RESILIENT FLOORING  
09680 CARPET  
09840 ACOUSTICAL WALL TREATMENT  
09900 PAINTING, GENERAL  
09915 COLOR SCHEDULE

DIVISION 10 - SPECIALTIES

10160 TOILET PARTITIONS  
10260 WALL AND CORNER PROTECTION  
10270 RAISED FLOOR SYSTEM  
10440 INTERIOR SIGNAGE  
10800 TOILET ACCESSORIES

DIVISION 11 - EQUIPMENT

11311 PARALLEL PLATE (OR VERTICAL TUBE), GRAVITY OIL/WATER SEPARATOR

DIVISION 12 - FURNISHINGS

12320 CABINETS AND COUNTERTOPS  
12335 CASEWORK FOR MEDICAL AND DENTAL FACILITIES  
12490 WINDOW TREATMENT  
12705 PREWIRED WORKSTATIONS

DIVISION 13 - SPECIAL CONSTRUCTION

13080 SEISMIC PROTECTION FOR MECHANICAL, ELECTRICAL EQUIPMENT  
13110 CATHODIC PROTECTION SYSTEM (SACRIFICIAL ANODE)  
13112 CATHODIC PROTECTION SYSTEM (IMPRESSED CURRENT)  
13120 STANDARD METAL BUILDING SYSTEMS  
13280 ASBESTOS ABATEMENT  
13852 FIRE ALARM REPORTING SYSTEM, RADIO TYPE  
13920 FIRE PUMPS  
13930 WET PIPE SPRINKLER SYSTEM, FIRE PROTECTION  
13935 DRY PIPE SPRINKLER SYSTEM, FIRE PROTECTION  
13945 PREACTION AND DELUGE SPRINKLER SYSTEMS, FIRE PROTECTION  
13955 AQUEOUS FILM-FORMING FOAM (AFFF) FIRE PROTECTION SYSTEM

DIVISION 14 - CONVEYING SYSTEMS

14210 ELEVATORS, ELECTRIC  
14601 CRANES, BRIDGE & GANTRY, TOP RUNNING, 30-TON MAXIMUM CAPACITY  
14630 OVERHEAD ELECTRIC CRANES

DIVISION 15 - MECHANICAL

15052 WELDING PRESSURE PIPING  
15080 THERMAL INSULATION FOR MECHANICAL SYSTEMS  
15400 PLUMBING, GENERAL PURPOSE  
15556 FORCED HOT WATER HEATING SYSTEMS USING WATER AND STEAM HEAT EXCHANGERS  
15565 HEATING SYSTEM; GAS-FIRED HEATERS  
15566 WARM AIR HEATING SYSTEMS  
15569 WATER AND STEAM HEATING; OIL, GAS OR BOTH; UP TO 20 MBTUH  
15650 CENTRAL REFRIGERATED AIR-CONDITIONING SYSTEM  
15653 AIR-CONDITIONING SYSTEM (UNITARY TYPE)  
15895 AIR SUPPLY, DISTRIBUTION, VENTILATION, AND EXHAUST SYSTEM  
15950 HEATING, VENTILATING AND AIR CONDITIONING (HVAC) CONTROL SYSTEMS  
15990 TESTING, ADJUSTING, AND BALANCING OF HVAC SYSTEMS  
15995 COMMISSIONING OF HVAC SYSTEMS

DIVISION 16 - ELECTRICAL

16263 DIESEL-GENERATOR SET STATIONARY 100-2500 KW, WITH AUXILIARIES  
16370 ELECTRICAL DISTRIBUTION SYSTEM, AERIAL  
16375 ELECTRICAL DISTRIBUTION SYSTEM, UNDERGROUND  
16415 ELECTRICAL WORK, INTERIOR  
16710 PREMISES DISTRIBUTION SYSTEM

-- End of Project Table of Contents --

SECTION 01045 - ALTERATIONS TO EXISTING BUILDING(S)

PART 1 - GENERAL

1.1 SUMMARY

This section covers alterations to existing building(s), complete.

PART 2 - PRODUCTS

2.1 GENERAL

Materials and equipment required for repair or alterations of, or additions to, existing building(s) shall be as specified in the applicable technical sections in Divisions 2 through 16 of the Task Order specifications.

PART 3 - EXECUTION

3.1 GENERAL

Task Orders will indicate the extent and requirements of the alterations and additions to the existing buildings. If any departures from the Task Orders or from the contract documents are deemed necessary by the Contractor, details of such departures and the reasons therefor shall be submitted as soon as possible to the Contracting Officer for action. No such departures shall be made without prior written approval of the Contracting officer.

3.1.1 Roads and Public Areas

Roads and other public areas within the work areas shall be kept clean of construction debris at all times.

3.1.2 Protection

During non-working hours and periods of inclement weather, the Contractor shall cover and secure all exposed openings. Buildings shall not be left overnight without sufficient protection against the elements.

3.1.3 Roofing Work

When work is required on a roof, the Contractor shall protect the existing roof surfaces, including flashings, from damage resulting from roof traffic and work operations. The Contractor shall maintain the roof in a waterproof condition. Where wheeled or foot traffic over the roof is unavoidable, provide and use adequate plank, plywood, or other protection for the roof. Wheeled vehicles shall be mounted on pneumatic-tired wheels, and shall be designed and maintained to operate without damaging the roofing membrane or the insulation or deck underneath. Roof traffic on metal roofs shall be in accordance with the recommendations of the metal roof manufacturer.

3.2 REMOVAL

Unless otherwise specified and insofar as is practicable, items and materials shall be removed in a manner inverse to that used in the placing of the, items and materials in the structures. Care shall be taken during removal operations to prevent any unnecessary damage to the building. Any unnecessary damage to the buildings resulting from the Contractor's operations shall be repaired at the expense of the Contractor and to the satisfaction of the Contracting Officer. Equipment to be reinstalled shall be reinstalled after work called for under other sections of these specifications has been

completed. All items which are to be removed and then reinstalled shall be carefully removed and protected until reinstalled.

### 3.3 PAINTING AND FINISHING

Existing surfaces where items and materials were removed shall be repaired and painted to match the adjoining surfaces. Surfaces remodeled shall be painted to match the adjoining surfaces. All new surfaces where specified or required to be painted shall be painted. Existing painted surfaces which are damaged by work under this contract shall be repaired to original condition and then repainted with one coat of paint to match adjacent surfaces. Where an existing painted wall or ceiling has been repaired or patched with new materials, the entire wall or ceiling containing the repaired portion shall be repainted as follows: The repaired portion shall be painted to effect complete hiding and to blend with the adjacent surfaces, and then the entire wall or ceiling given one coat of paint. The finished surfaces shall be free from runs, drops, ridges, waves, laps, brush marks, and variations of color, texture, and finish. Painting shall conform to the requirement of Section 09900 PAINTING, GENERAL.

### 3.4 ALTERATIONS

Alterations to the structures shall be in accordance with the arrangement indicated on the Task Orders and as approved by the Contracting Officer. All alterations shall be performed by workmen skilled in the work and in accordance with the best standard practices of the trades involved. All work shall be performed in accordance with the requirements for new work as specified under the specification sections required by the Task Orders.

### 3.5 SALVAGE MATERIALS AND EQUIPMENT

#### 3.5.1 Property Control Records

The Contractor shall maintain adequate property control records for all materials or equipment specified to be salvaged. These records may be in accordance with the Contractor's system of property control, if approved by the property administrator. The Contractor shall be responsible for the adequate storage and protection of all salvaged materials and equipment and shall replace, at no cost to the Government, all salvage materials and equipment which are broken or damaged during salvage operations as the result of his negligence, or while in his care.

#### 3.5.2 Title To Scrap and Salvage

In consideration for credit allowed in the contract price, the title to all scrap and salvage generated as a direct result of this contract is vested in the Contractor unless specifically excepted. The scrap and salvage shall be disposed of off the Base by the Contractor.

### 3.6 DISPOSAL

Rubble, scrap and all other debris shall be removed and disposed of by the Contractor as approved by the Contracting Officer. Upon completion of the work for any Task Order, all staging, scaffolding, and containers shall be removed from the site or destroyed as approved. Paint spots, oil or stains upon surfaces shall be removed, the entire (Task Order) job site left clean and acceptable to the Contracting Officer.

-- End of Section --

\*\*\*\*\*  
DEPARTMENT OF THE ARMY CEGS-01090 (September 1999)  
U.S. ARMY CORPS OF ENGINEERS -----  
Superseding  
CEGS-01090 (June 1999)

\*\*\*\*\*  
GUIDE SPECIFICATION FOR CONSTRUCTION  
\*\*\*\*\*

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SECTION 01090

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06/99

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- 1.2 ORDERING INFORMATION

-- End of Section Table of Contents --

\*\*\*\*\*  
DEPARTMENT OF THE ARMY CEGS-01090 (September 1999)  
U.S. ARMY CORPS OF ENGINEERS -----  
Superseding  
CEGS-01090 (June 1999)

GUIDE SPECIFICATION FOR CONSTRUCTION

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SECTION 01090

SOURCES FOR REFERENCE PUBLICATIONS  
06/99

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NOTE: This guide specification provides a listing of organizations whose publications are referenced in other sections of the specifications. This guide specification is to be used in the preparation of project specifications in accordance with ER 1110-1-8155.

Comments and suggestions on this guide specification are welcome and should be directed to the proponent of the specification. A listing of proponents, including their organization designation and telephone number, is at URL <http://www.hnd.usace.army.mil/techinfo/index.htm>, and an electronic feedback page for submission of recommended changes is available at the same address. Use of electronic communication is encouraged.

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PART 1 GENERAL

1.1 REFERENCES

Various publications are referenced in other sections of the specifications to establish requirements for the work. These references are identified in each section by document number, date and title. The document number used in the citation is the number assigned by the sponsoring organization, e.g. UL 1 (1993; Rev thru Jan 1995) Flexible Metal Conduit. However, when the sponsoring organization has not assigned a number to a document, an identifying number has been assigned for convenience, e.g. UL's unnumbered 1995 edition of their Building Materials Directory is identified as UL-01 (1995) Building Materials Directory. The sponsoring organization number (UL 1) can be distinguished from an assigned identifying number (UL-01) by the lack of a dash mark (-) in the sponsoring organization assigned number.

1.2 ORDERING INFORMATION

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NOTE: Sponsoring organization information was current as of the date of this section.

This paragraph is automatically edited to fit the project when the project specifications are produced through SPECSINTACT; however, if publications of organizations in addition to those listed below are used in the project, such additional organizations must be added to this paragraph.

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The addresses of the organizations whose publications are referenced in other sections of these specifications are listed below, and if the source of the publications is different from the address of the sponsoring organization, that information is also provided. Documents listed in the specifications with numbers which were not assigned by the sponsoring organization should be ordered from the source by title rather than by number.

ACI INTERNATIONAL (ACI)

P.O. Box 9094  
Farmington Hills, MI 48333-9094  
Ph: 248-848-3700  
Fax: 248-848-3801  
Internet: <http://www.aci-int.org>

ACOUSTICAL SOCIETY OF AMERICA (ASA)

500 Sunnyside Blvd.  
Woodbury, NY 11797  
Ph: 516-576-2360  
Fax: 516-576-2377  
email: [asa@aip.org](mailto:asa@aip.org)  
Internet: <http://asa.aip.org>

AGRICULTURAL MARKETING SERVICE (AMS)

Seed Regulatory and Testing Branch  
USDA, AMS, LS Div.  
Room 209, Bldg. 306, BARC-East  
Beltsville, MD 20705-2325  
Ph: 301-504-9430  
Fax: 301-504-5454 Internet: <http://www.ams.usda.gov/lsg/ls-sd.htm>  
e-mail: [james\\_p\\_tripplitt@usda.gov](mailto:james_p_tripplitt@usda.gov)

AIR CONDITIONING AND REFRIGERATION INSTITUTE (ARI)

4301 North Fairfax Dr., Suite 425  
ATTN: Pubs Dept.  
Arlington, VA 22203  
Ph: 703-524-8800  
Fax: 703-528-3816  
E-mail: [ari@ari.org](mailto:ari@ari.org)  
Internet: [www.ari.org](http://www.ari.org)

AIR CONDITIONING CONTRACTORS OF AMERICA (ACCA)

1712 New Hampshire Avenue, NW  
Washington, DC 20009  
Ph: 202-483-9370

FAX: 202-234-4721

AIR DIFFUSION COUNCIL (ADC)

104 So. Michigan Ave., No. 1500  
Chicago, IL 60603  
Ph: 312-201-0101  
Fax: 312-201-0214

AIR MOVEMENT AND CONTROL ASSOCIATION (AMCA)

30 W. University Dr.  
Arlington Heights, IL 60004-1893  
Ph: 708-394-0404  
Fax: 708-253-0088

ALUMINUM ASSOCIATION (AA)

Pubs Department  
P.O. Box 753  
Waldorf, MD 20601  
Ph: 301-645-0756  
Fax: 301-843-0159  
Internet: [www.aluminum.org](http://www.aluminum.org)

AMERICAN ARCHITECTURAL MANUFACTURERS ASSOCIATION (AAMA)

1827 Walden Ofc. Sq.  
Suite 104  
Schaumburg, IL 60173-4268  
Ph: 847-303-5664  
Fax: 847-303-5774  
Internet: [www.aamanet.org](http://www.aamanet.org)

AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS  
(AASHTO)

444 N. Capital St., NW, Suite 249  
Washington, DC 20001  
Ph: 800-231-3475 202-624-5800  
Fax: 800-525-5562 202-624-5806  
Internet: [www.aashto.org](http://www.aashto.org)

NOTE: AASHTO documents with numbers beginning with M or T are available only in Standard Specifications for Transportation Materials and Methods of Sampling and Testing, 1998 @\$289.00\X

AMERICAN ASSOCIATION OF TEXTILE CHEMISTS AND COLORISTS (AATCC)

P.O. Box 12215  
1 Davis Drive  
Research Triangle Park, NC 27709-2215  
Ph: 919-549-8141  
Fax: 919-549-8933

AMERICAN BEARING MANUFACTURERS ASSOCIATION (AFBMA)

1200 19th Street, NW, Suite 300  
Washington, DC 20036-4303  
Ph: 202-429-5155

Fax: (202-828-6042)

AMERICAN BOILER MANUFACTURERS ASSOCIATION (ABMA)

1200 19th Street, NW, Suite 300, Washington, DC 20036  
Ph: 202-429-5155 Fax: 202-828-6042

AMERICAN CONCRETE PIPE ASSOCIATION (ACPA)

222 West Las Colinas Blvd., Suite 641  
Irving, TX 75039-5423  
Ph: 972-506-7616  
Fax: 972-506-7682  
Internet: <http://www.concrete-pipe.org>  
e-mail: [info@concrete-pipe.org](mailto:info@concrete-pipe.org)

AMERICAN CONFERENCE OF GOVERNMENTAL INDUSTRIAL HYGIENISTS (ACGIH)

1330 Kemper Meadow Dr.  
Cincinnati, OH 45240-1634  
Ph: 513-742-2020  
Fax: 513-742-3355  
Internet: [www.acgih.org](http://www.acgih.org)  
E-mail: [pubs@acgih.org](mailto:pubs@acgih.org)

AMERICAN FOREST & PAPER ASSOCIATION (AF&PA)

American Wood Council  
ATTN: Publications Dept.  
1111 Nineteenth St. NW, Suite 800  
Washington, DC 20036  
Ph: 800-294-2372  
Fax: 202-463-2791  
Internet: <http://www.afandpa.org>  
Order From: American Wood Council  
P.O. Box 5364  
Madison, WI 53705-5364  
Ph: 800-890-7732  
Fax: 608-231-2152

AMERICAN GAS ASSOCIATION (AGA)

Order from: AGA Distribution Center  
P.O. Box 79230  
Baltimore, MD 21279-0230  
Ph: 301-617-7819  
Fax: 301-206-9789

AMERICAN GAL ASSOCIATION LABORATORIES (AGAL)

Address  
Ph:  
Fax:  
Internet:

AMERICAN GEAR MANUFACTURERS ASSOCIATION (AGMA)

1500 King St., Suite 201  
Alexandria, VA 22314-2730

Ph: 703-684-0211  
Fax: 703-684-0242

AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC)

One East Wacker Dr., Suite 3100  
Chicago, IL 60601-2001  
Ph: 312-670-2400  
Publications: 800-644-2400  
Fax: 312-670-5403  
Internet: <http://www.aiscweb.com>

AMERICAN INSTITUTE OF TIMBER CONSTRUCTION (AITC)

7012 So. Revere Parkway, Suite 140  
Englewood, CO 80112  
Ph: 303-792-9559  
Fax: 303-792-0669

AMERICAN IRON AND STEEL INSTITUTE (AISI)

ATTN: Publication Orders  
P.O. Box 4321  
Chestertown, MD 21690  
Ph: 800-277-3850  
Fax: 410-810-0910

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)

11 West 42nd St  
New York, NY 10036  
Ph: 212-642-4900  
Fax: 212-398-0023  
Internet: [www.ansi.org/](http://www.ansi.org/)  
Note: Documents beginning with the letter "S" can be ordered from:  
Acoustical Society of America  
P. O. Box 1020  
Sweickley, PA 15143-9998  
Ph: 412-741-1979  
Fax: 412-741-0609  
Internet:

AMERICAN NURSERY AND LANDSCAPE ASSOCIATION (ANLA)

1250 I St., NW, Suite 500  
Washington, DC 20005  
Ph: 202-789-2900 Ext 3010  
FAX: 202-789-1893

AMERICAN PETROLEUM INSTITUTE (API)

1220 L St., NW  
Washington, DC 20005  
Ph: 202-682-8375  
Fax: 202-962-4776  
Internet: <http://www.api.org>

AMERICAN RAILWAY ENGINEERING & MAINTENANCE-OF-WAY ASSOCIATION  
(AREMA)

8201 Corporate Dr., Suite 1125  
Landover, MD 20785  
Ph: 301-459-3200  
Fax: 301-459-8077

AMERICAN SOCIETY FOR NONDESTRUCTIVE TESTING (ASNT)

1711 Arlingate Lane  
P.O. Box 28518  
Columbus, OH 43228-0518  
Ph: 800-222-2768  
Fax: 614-274-6899

AMERICAN SOCIETY FOR QUALITY (ASQ)

611 East Wisconsin Ave.  
P.O. Box 3005  
Milwaukee, WI 53201-3005  
  
Ph: 800-248-1946  
Fax: 414-272-1734  
Internet: <http://www.asq.org>

AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM)

100 Barr Harbor Drive  
West Conshohocken, PA 19428-2959  
Ph: 610-832-9500  
Fax: 610-832-9555  
Internet: [www.astm.org](http://www.astm.org)  
NOTE: The annual ASTM Book of Standards (66 Vol) is  
available for \$3500.00. Prices of individual standards vary.

AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE)

1801 Alexander Bell Drive  
Reston, VA 20190-4400  
Ph: 800-548-2723  
Fax: 703-295-6333  
Internet: [www.pubs.asce.org](http://www.pubs.asce.org)  
e-mail: [marketing@asce.org](mailto:marketing@asce.org)

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING  
ENGINEERS (ASHRAE)

1791 Tullie Cir., NE  
Atlanta, GA 30329  
Ph: 800-527-4723 or 404-636-8400  
Fax: 404-321-5478  
Internet: <http://www.ashrae.org>

AMERICAN SOCIETY OF SANITARY ENGINEERING FOR PLUMBING AND SANITARY  
RESEARCH (ASSE)

28901 Clemens Rd, Ste 100, Westlake, OH 44145  
Ph: 440-835-3040  
Fax: 440-835-3488  
E-mail: [asse@ix.netcom.com](mailto:asse@ix.netcom.com)

AMERICAN WATER WORKS ASSOCIATION(AWWA)

6666 West Quincy  
Denver, CO 80235  
Ph: 800-926-7337  
Fax: 303-795-1989  
Internet: [www.awwa.org](http://www.awwa.org)

AMERICAN WELDING SOCIETY (AWS)

550 N.W. LeJeune Road  
Miami, FL 33126  
Ph: 305-443-9353  
Fax: 305-443-7559  
Internet: <http://www.amweld.org>

AMERICAN WOOD-PRESERVERS' ASSOCIATION (AWPA)

3246 Fall Creek Highway, Suite 1900  
Grandbury, TX 76049-7979  
Ph: 817-326-6300  
Fax: 817-326-6306  
NOTE: AWPA Book of Standards is published yearly @\$75.00;  
individual standards may be ordered separately for \$12.00 to  
\$28.00 each.

APA - THE ENGINEERED WOOD ASSOCIATION (APA)

2130 Barrett Park Dr., Suite 102  
Kennesaw, GA 30144-3681  
Ph: 770-427-9371  
Fax: 770-423-1703  
Internet: [www.apawood.org](http://www.apawood.org)  
Note: Prices are available only by calling APA

ARCHITECTURAL WOODWORK INSTITUTE (AWI)

1952 Isaac Newton Square  
Reston, VA 20190  
Ph: 703-733-0600  
Fax: 703-733-0584  
Internet: [www.awinet.org](http://www.awinet.org)

ASBESTOS CEMENT PIPE PRODUCERS ASSOCIATION (ACPPA)

1745 Jefferson Davis Highway, Suite 406  
Arlington, VA 22202  
Ph: 703-412-1153  
Fax: 703-412-1152

ASME INTERNATIONAL (ASME)

Three Park Avenue  
New York, NY 10016-5990  
Ph: 212-591-7722  
Fax: 212-591-7674  
Internet: [www.asme.org](http://www.asme.org)

ASPHALT INSTITUTE (AI)

Research Park Dr.  
P.O. Box 14052  
Lexington, KY 40512-4052  
Ph: 606-288-4960  
Fax: 606-288-4999  
Internet: [www.asphaltinstitute.org](http://www.asphaltinstitute.org)  
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-- End of Section --

SECTION 01200 - PROJECT MEETINGS

PART I - GENERAL

1.1 PRECONSTRUCTION CONFERENCE

After award of the construction Task Order and prior to the start of any construction work an authorized representative of the Contracting Officer will schedule and conduct a preconstruction conference. The Contractor's Project Manager, Superintendent and Quality Control Manager will attend this meeting. The Contractor is encouraged to have an officer of his company and representation from his sub-contractors at this conference. This conference will be held at the location specified by the Contracting Officer's authorized representative.

1.1.1 Commencement of Construction Work

If the Contractor has submitted his Accident Prevention (safety) Plan, Quality control Plan, and Environmental Protection Plan for review prior to the preconstruction conference, these Plans may be accepted in its entirety or accepted with comments discussed at the conference. The Contractor shall not proceed with the construction work until after the preconstruction conference is held, the three Plans stated above have been accepted, and the Notice to Proceed(NTP) has been received from the Government and acknowledged by the Contractor.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

-- End of Section --

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CEGS-01310 (December 1994)

GUIDE SPECIFICATION FOR CONSTRUCTION

\*\*\*\*\*

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GUIDE SPECIFICATION FOR CONSTRUCTION

\*\*\*\*\*

SECTION 01320

PROJECT SCHEDULE  
06/97

\*\*\*\*\*

NOTE: This guide specification covers the requirements for the preparation and maintenance of the project schedule. This guide specification is to be used in the preparation of project specifications in accordance with ER 1110-345-700.

Comments and suggestions on this guide specification are welcome and should be directed to the proponent of the specification. A listing of proponents, including their organization designation and telephone number, is at URL <http://www.hnd.usace.army.mil/techinfo/index.htm>, and an electronic feedback page for submission of recommended changes is available at the same address. Use of electronic communication is encouraged.

\*\*\*\*\*

PART 1 GENERAL

\*\*\*\*\*

NOTE: Selection of the optional requirements in this CEGS should be coordinated with Construction Division to ensure that the schedule requirements are appropriate for the complexity of the constructability portion of the BCOE review. See ER 415-1-11. Paragraphs may not be removed from this specification except as noted.

If it is desired to monitor a Contractor's schedule by use of an in-house program, this will require use of the Standard Data Exchange Format. Use of proprietary systems shall not be specified. See ER 1-1-11 and Appendix.

\*\*\*\*\*

1.1 SUBMITTALS

\*\*\*\*\*

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

Indicate submittal classification in the blank space using "GA" when the submittal requires Government approval or "FIO" when the submittal is for information only.

\*\*\*\*\*

Government approval is required for submittals with a "GA" designation; submittals having an "FIO" designation are for information only. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-07 Schedules

Preliminary Project Schedule; GA.  
Initial Project Schedule; GA.  
Periodic Schedule Updates; GA.

Two copies of the schedules showing codes, values, categories, numbers, items, etc., as required.

SD-08 Statements

Qualifications; GA.

Documentation showing qualifications of personnel preparing schedule reports.

SD-09 Reports

Narrative Report; FIO.  
Schedule Reports; FIO.

Two copies of the reports showing numbers, descriptions, dates, float, starts, finishes, durations, sequences, etc., as required.

1.2 QUALIFICATIONS

The Contractor shall designate an authorized representative who shall be responsible for the preparation of all required project schedule reports. This person shall have previously created and reviewed computerized schedules. Qualifications of this individual shall be submitted to the Contracting Officer for review with the Preliminary Project Schedule submission

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION

3.1 GENERAL

Pursuant to the Contract Clause, SCHEDULE FOR CONSTRUCTION CONTRACTS, a Project Schedule as described below shall be prepared. The scheduling of construction shall be the responsibility of the Contractor. Contractor management personnel shall actively participate in its development. Subcontractors and suppliers working on the project shall also contribute in developing and maintaining an accurate Project Schedule. The approved Project Schedule shall be used to measure the progress of the work, to aid in evaluating time extensions, and to provide the basis of all progress payments.

### 3.2 BASIS FOR PAYMENT

The schedule shall be the basis for measuring Contractor progress. Lack of an approved schedule or scheduling personnel shall result in an inability of the Contracting Officer to evaluate Contractor progress for the purposes of payment. Failure of the Contractor to provide all information, as specified below, shall result in the disapproval of the entire Project Schedule submission and the inability of the Contracting Officer to evaluate Contractor progress for payment purposes. In the case where Project Schedule revisions have been directed by the Contracting Officer and those revisions have not been included in the Project Schedule, then the Contracting Officer may hold retainage up to the maximum allowed by contract, each payment period, until revisions to the Project Schedule have been made.

### 3.3 PROJECT SCHEDULE

The computer software system utilized by the Contractor to produce the Project Schedule shall be capable of providing all requirements of this specification. Failure of the Contractor to meet the requirements of this specification shall result in the disapproval of the schedule. Manual methods used to produce any required information shall require approval by the Contracting Officer.

#### 3.3.1 Use of the Critical Path Method

The Critical Path Method (CPM) of network calculation shall be used to generate the Project Schedule. The Contractor shall provide the Project Schedule in either the Precedence Diagram Method (PDM) or the Arrow Diagram Method (ADM).

#### 3.3.2 Level of Detail Required

With the exception of the preliminary schedule submission, the Project Schedule shall include an appropriate level of detail. Failure to develop or update the Project Schedule or provide data to the Contracting Officer at the appropriate level of detail, as specified by the Contracting Officer, shall result in the disapproval of the schedule. The Contracting Officer will use, but is not limited to, the following conditions to determine the appropriate level of detail to be used in the Project Schedule.

##### 3.3.2.1 Activity Durations

Contractor submissions shall follow the direction of the Contracting Officer regarding reasonable activity durations. Reasonable durations are those that allow the progress of activities to be accurately determined between payment periods (usually less than 2 percent of all non-procurement activities' Original Durations shall be greater than 20 days).

3.3.2.2 Procurement Activities

Tasks related to the procurement of long lead materials or equipment shall be included as separate activities in the project schedule. Long lead materials and equipment are those materials that have a procurement cycle of over 90 days. Examples of procurement process activities include, but are not limited to: submittals, approvals, procurement, fabrication, delivery, installation, start-up, and testing.

3.3.2.3 Government Activities

Government and other agency activities that could impact progress shall be shown. These activities include, but are not limited to: approvals, inspections, utility tie-in, Government Furnished Equipment (GFE) and notice to proceed for phasing requirements.

3.3.2.4 Bid Item

All activities shall be identified in the project schedule by the Bid Item to which the activity belongs. An activity shall not contain work in more than one bid item. The bid item for each appropriate activity shall be identified by the Bid Item Code.

3.3.2.5 Feature of Work

All activities shall be identified in the project schedule according to the feature of work to which the activity belongs. Feature of work refers, but is not limited to a work breakdown structure for the project. The feature of work for each activity shall be identified by the Feature of Work Code.

3.3.3 Scheduled Project Completion

The schedule interval shall extend from notice-to-proceed to the contract completion date.

3.3.3.1 Project Start Date

\*\*\*\*\*  
**NOTE: Delete last two sentences if not necessary.**  
\*\*\*\*\*

The schedule shall start no earlier than the date that the Notice to Proceed (NTP) was acknowledged. The Contractor shall include as the first activity in the project schedule an activity called "Start Project". The "Start Project" activity shall have: a "ES" constraint, a constraint date equal to the date that the NTP was acknowledged, and a zero day duration.

3.3.3.2 Constraint of Last Activity

\*\*\*\*\*  
**NOTE: Delete last two sentences if not necessary.**  
\*\*\*\*\*

Completion of the last activity in the schedule shall be constrained by the contract completion date. Calculation on project updates shall be such that if the early finish of the last activity falls after the contract completion date, then the float calculation shall reflect a negative float on the critical path. The Contractor shall include as the last activity in

the project schedule an activity called "End Project". The "End Project" activity shall have: a "LF" constraint, a constraint date equal to the completion date for the project, and a zero day duration.

### 3.3.3.3 Early Project Completion

In the event the project schedule shows completion of the project prior to the contract completion date, the Contractor shall identify those activities that have been accelerated and/or those activities that are scheduled in parallel to support the Contractor's "early" completion. Contractor shall specifically address each of the activities noted at every project schedule update period to assist the Contracting Officer in evaluating the Contractor's ability to actually complete prior to the contract period.

### 3.3.4 Interim Completion Dates

Contractually specified interim completion dates shall also be constrained to show negative float if the early finish date of the last activity in that phase falls after the interim completion date.

### 3.3.5 Default Progress Data Disallowed

Actual Start and Finish dates shall not be automatically updated by default mechanisms that may be included in CPM scheduling software systems. Actual Start and Finish dates on the CPM schedule shall match those dates provided from Contractor Quality Control Reports. Failure of the Contractor to document the Actual Start and Finish dates on the Daily Quality Control report for every in-progress or completed activity and ensure that the data contained on the Daily Quality Control reports is the sole basis for schedule updating shall result in the disapproval of the Contractor's schedule and the inability of the Contracting Officer to evaluate Contractor progress for payment purposes.

### 3.3.6 Out-of-Sequence Progress

Activities that have posted progress without predecessors being completed (Out-of-Sequence Progress) will be allowed only on a case-by-case approval of the Contracting Officer. The Contracting Officer may direct that changes in schedule logic be made to correct any or all out-of-sequence work.

### 3.3.7 Extended Non-Work Periods

\*\*\*\*\*  
**NOTE: Delete this paragraph if not necessary.**  
\*\*\*\*\*

Designation of Holidays to account for non-work periods of over 5 days will not be allowed. Non-work periods of over 5 days shall be identified by addition of activities that represent the delays. Modifications to the logic of the project schedule shall be made to link those activities that may have been impacted by the delays to the newly added delay activities.

### 3.3.8 Negative Lags

Lag durations contained in the project schedule shall not have a negative value.

### 3.4 PROJECT SCHEDULE SUBMISSIONS

The Contractor shall provide the submissions as described below. The data disk, reports, and network diagrams required for each submission are contained in paragraph SUBMISSION REQUIREMENTS.

#### 3.4.1 Preliminary Project Schedule Submission

The Preliminary Project Schedule, defining the Contractor's planned operations for the first 90 calendar days shall be submitted for approval within 20 calendar days after Notice to Proceed is acknowledged. The approved preliminary schedule shall be used for payment purposes not to exceed 90 calendar days after Notice to Proceed.

#### 3.4.2 Initial Project Schedule Submission

The Initial Project Schedule shall be submitted for approval within 60 calendar days after Notice to Proceed. The schedule shall provide a reasonable sequence of activities which represent work through the entire project and shall be at a reasonable level of detail.

#### 3.4.3 Periodic Schedule Updates

Based on the result of progress meetings, specified in "Periodic Progress Meetings," the Contractor shall submit periodic schedule updates. These submissions shall enable the Contracting Officer or to assess Contractor's progress. If the Contractor fails or refuses to furnish the information and project schedule data, which in the judgement of the Contracting Officer or authorized representative, is necessary for verifying the contractor's progress, the Contractor shall be deemed not to have provided an estimate upon which progress payment may be made.

### 3.5 SUBMISSION REQUIREMENTS

The following items shall be submitted by the Contractor for the initial submission, and every periodic project schedule update throughout the life of the project:

#### 3.5.1 Data Disks

One data disk or one set of data disks containing the project schedule shall be provided. Data on the disks shall be in the P3 format or other format which conforms to the format specified in the attached Standard Data Exchange Format specification (attached at the end of this Project Schedule specification.

##### 3.5.1.1 File Medium

Required data shall be submitted on 3.5-inch disks, formatted to hold 1.44 MB of data, under the MS-Windows operating system.

##### 3.5.1.2 Disk Label

A permanent exterior label shall be affixed to each disk submitted. The label shall indicate the type of schedule (Initial, Update, or Change), full contract number, project name, project location, data date, name and telephone number or person responsible for the schedule, and the operating system and version used to format the disk.

3.5.1.3 File Name

\*\*\*\*\*  
**NOTE: Delete this paragraph if not necessary.**  
\*\*\*\*\*

Each file submitted shall have a name related to either the schedule data date, project name, or contract number. The Contractor shall develop a naming convention that will ensure that the names of the files submitted are unique. The Contractor shall submit the file naming convention to the Contracting Officer for approval.

3.5.2 Narrative Report

A Narrative Report shall be provided with each update of the project schedule. This report shall be provided as the basis of the Contractor's progress payment request. The Narrative Report shall include: a description of activities along the critical path(s), a description of current and anticipated problem areas or delaying factors and their impact, and an explanation of corrective actions taken.

3.5.3 Approved Changes Verification

Only project schedule changes that have been previously approved by the Contracting Officer shall be included in the schedule submission. The Narrative Report shall specifically reference, on an activity by activity basis, all changes made since the previous period and relate each change to documented, approved schedule changes.

3.5.4 Schedule Reports

The format for each activity for the schedule reports listed below shall contain: Activity Numbers, Activity Description, Original Duration, Remaining Duration, Early Start Date, Early Finish Date, Late Start Date, Late Finish Date, Total Float. Actual Start and Actual Finish Dates shall be printed for those activities in progress or completed.

3.5.4.1 Activity Report

A list of all activities sorted according to activity number or "I-NODE" AND "J-NODE" and then sorted according to Early Start Date. For completed activities the Actual Start Date shall be used as the secondary sort.

3.5.4.2 Logic Report

A list of Preceding and Succeeding activities for every activity in ascending order by activity number and then sorted according to Early Start Date. For completed activities the Actual Start Date shall be used as the secondary sort.

3.5.4.3 Total Float Report

A list of all activities sorted in ascending order of total float. Activities which have the same amount of total float shall be listed in ascending order of Early Start Dates.

3.5.4.4 Earnings Report

\*\*\*\*\*

**NOTE: Other reports are available and may be specified as needed. Care should be exercised so as not to require excessive reports which will not contribute to effective management.**

\*\*\*\*\*

A compilation of the Contractor's Total Earnings on the project from the Notice to Proceed until the most recent Monthly Progress Meeting. This report shall reflect the Earnings of specific activities based on the agreements made in the field and approved between the Contractor and Contracting Officer at the most recent Monthly Progress Meeting. Provided that the Contractor has provided a complete schedule update, this report shall serve as the basis of determining Contractor Payment. Activities shall be grouped by bid item and sorted by activity numbers. This report shall: sum all activities in a bid item and provide a bid item percent; and complete and sum all bid items to provide a total project percent complete. The printed report shall contain, for each activity: Activity Number or "i-node" and "j-node", Activity Description, Original Budgeted Amount, Total Quantity, Quantity to Date, Percent Complete (based on cost), Earnings to Date.

3.5.5 Network Diagram

The network diagram shall be required on the initial schedule submission and on monthly schedule update submissions. The network diagram shall depict and display the order and interdependence of activities and the sequence in which the work is to be accomplished. The activity or event number, description, duration, and estimated earned value shall be shown on the diagram. The Contracting Officer will use, but is not limited to, the following conditions to review compliance with this paragraph:

3.5.5.1 Continuous Flow

Diagrams shall show a continuous flow from left to right with no arrows from right to left.

3.5.5.2 Project Milestone Dates

Dates shall be shown on the diagram for start of project, any contract required interim completion dates, and contract completion dates.

3.5.5.3 Critical Path

The critical path shall be clearly shown.

3.5.5.4 Banding

Activities shall be grouped to assist in the understanding of the activity sequence. Typically, this flow will group activities by category of work, work area and/or responsibility.

3.5.5.5 S-Curves

Earnings curves showing projected early and late earnings and earnings to date.

3.6 PERIODIC PROGRESS MEETINGS

Progress meetings to discuss payment shall include a monthly onsite meeting

or other regular intervals mutually agreed to at the preconstruction conference. During this meeting the Contractor shall describe, on an activity by activity basis, all proposed revisions and adjustments to the project schedule required to reflect the current status of the project. The Contracting Officer will approve activity progress, proposed revisions, and adjustments as appropriate.

#### 3.6.1 Meeting Attendance

The Contractor's Project Manager and Scheduler shall attend the regular progress meeting.

#### 3.6.2 Update Submission Following Progress Meeting

A complete update of the project schedule containing all approved progress, revisions, and adjustments, based on the regular progress meeting, shall be submitted not later than 4 working days after the monthly progress meeting.

#### 3.6.3 Progress Meeting Contents

Update information, including Actual Start Dates, Actual Finish Dates, Remaining Durations, and Cost-to-Date shall be subject to the approval of the Contracting Officer. The following is a minimum set of items which the Contractor shall address, on an activity by activity basis, during each progress meeting.

##### 3.6.3.1 Start and Finish Dates

The Actual Start and Actual Finish dates for each activity currently in-progress or completed activities.

##### 3.6.3.2 Time Completion

The estimated Remaining Duration for each activity in-progress. Time-based progress calculations must be based on Remaining Duration for each activity.

##### 3.6.3.3 Cost Completion

The earnings for each activity started. Payment will be based on earnings for each in-progress or completed activity. Payment for individual activities will not be made for work that contains quality defects. A portion of the overall project amount may be retained based on delays of activities.

##### 3.6.3.4 Logic Changes

All logic changes pertaining to Notice to Proceed on change orders, change orders to be incorporated into the schedule, contractor proposed changes in work sequence, corrections to schedule logic for out-of-sequence progress, lag durations, and other changes that have been made pursuant to contract provisions shall be specifically identified and discussed.

##### 3.6.3.5 Other Changes

Other changes required due to delays in completion of any activity or group of activities include: 1) delays beyond the Contractor's control, such as strikes and unusual weather. 2) delays encountered due to submittals, Government Activities, deliveries or work stoppages which make re-planning the work necessary, and 3) a schedule which does not represent the actual

prosecution and progress of the work.

### 3.7 REQUESTS FOR TIME EXTENSIONS

In the event the Contractor requests an extension of the contract completion date, he shall furnish such justification, project schedule data and supporting evidence as the Contracting Officer may deem necessary for a determination as to whether or not the Contractor is entitled to an extension of time under the provisions of the contract. Submission of proof of delay, based on revised activity logic, duration, and costs (updated to the specific date that the delay occurred) is obligatory to any approvals.

#### 3.7.1 Justification of Delay

The project schedule shall clearly display that the Contractor has used, in full, all the float time available for the work involved with this request.

The Contracting Officer's determination as to the number of allowable days of contract extension shall be based upon the project schedule updates in effect for the time period in question, and other factual information. Actual delays that are found to be caused by the Contractor's own actions, which result in the extension of the schedule, will not be a cause for a time extension to the contract completion date.

#### 3.7.2 Submission Requirements

The Contractor shall submit a justification for each request for a change in the contract completion date of under 2 weeks based upon the most recent schedule update at the time of the Notice to Proceed or constructive direction issued for the change. Such a request shall be in accordance with the requirements of other appropriate Contract Clauses and shall include, as a minimum:

- a. A list of affected activities, with their associated project schedule activity number.
- b. A brief explanation of the causes of the change.
- c. An analysis of the overall impact of the changes proposed.
- d. A sub-network of the affected area.

Activities impacted in each justification for change shall be identified by a unique activity code contained in the required data file.

#### 3.7.3 Additional Submission Requirements

For any requested time extension of over 2 weeks, the Contracting Officer may request an interim update with revised activities for a specific change request. The Contractor shall provide this disk within 4 days of the Contracting Officer's request.

### 3.8 DIRECTED CHANGES

If Notice to Proceed (NTP) is issued for changes prior to settlement of price and/or time, the Contractor shall submit proposed schedule revisions to the Contracting Officer within 2 weeks of the NTP being issued. The proposed revisions to the schedule will be approved by the Contracting Officer prior to inclusion of those changes within the project schedule.

If the Contractor fails to submit the proposed revisions, the Contracting Officer may furnish the Contractor suggested revisions to the project schedule. The Contractor shall include these revisions in the project schedule until revisions are submitted, and final changes and impacts have been negotiated. If the Contractor has any objections to the revisions furnished by the Contracting Officer, the Contractor shall advise the Contracting Officer within 2 weeks of receipt of the revisions. Regardless of the objections, the Contractor shall continue to update the schedule with the Contracting Officer's revisions until a mutual agreement in the revisions is reached. If the Contractor fails to submit alternative revisions within 2 weeks of receipt of the Contracting Officer's proposed revisions, the Contractor will be deemed to have concurred with the Contracting Officer's proposed revisions. The proposed revisions will then be the basis for an equitable adjustment for performance of the work.

### 3.9 OWNERSHIP OF FLOAT

Float available in the schedule, at any time, shall not be considered for the exclusive use of either the Government or the Contractor.

-- End of Section --

\*\*\*\*\*  
DEPARTMENT OF THE ARMY HED-01330 (March 1999)  
U.S. ARMY CORPS OF ENGINEERS -----  
Superseding  
CEGS-01300 (September 1997)

GUIDE SPECIFICATION FOR CONSTRUCTION

\*\*\*\*\*

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03/99

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DEPARTMENT OF THE ARMY HED-01330 (March 1999)  
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Superseding  
CEGS-01300 (September 1997)

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SECTION 01330

SUBMITTAL PROCEDURES  
03/99

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NOTE: This guide specification covers procedures to be used in making submittals called for in other sections of the specifications. This guide specification is to be used in the preparation of project specifications in accordance with ER 1110-345-700.

Comments and suggestions on this guide specification are welcome and should be directed to the proponent of the specification. A listing of proponents, including their organization designation and telephone number, is at URL <http://www.hnd.usace.army.mil/techinfo/index.htm>, and an electronic feedback page for submission of recommended changes is available at the same address. Use of electronic communication is encouraged.

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PART 1 GENERAL

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NOTE: SPECSINTACT includes 19 submittal descriptions. The ten submittal descriptions used in Corps of Engineers guide specifications (CEGS-Series) are included in this guide specification. The other nine submittal descriptions are used by the Naval Facilities Engineering Command (NAVFAC); therefore if NAVFAC guide specifications are used in a Corps project the following conversion should be made:

NAVFAC SD Number and Title	Convert To
SD-02 Manufacturer's Catalog Data	SD-01 Data
SD-03 Manufacturer's Standard Color Charts	SD-01 Data

NAVFAC SD Number and Title	Convert To
SD-05 Design Data	SD-01 Data
SD-10 Test Reports	SD-09 Reports
SD-11 Factory Test Report	SD-09 Reports
SD-12 Field Test Report	SD-09 Reports
SD-15 Color Selection Samples	SD-14 Samples
SD-16 Sample Panels	SD-14 Samples
SD-17 Sample Installation	SD-14 Samples

Definitions of submittals used in Corps of Engineers guide specifications (CEGS-Series) are as follows:

SD-01 Data

Submittals which provide calculations, descriptions, or documentation regarding the work.

SD-04 Drawings

Submittals which graphically show relationship of various components of the work, schematic diagrams of systems, details of fabrication, layouts of particular elements, connections, and other relational aspects of the work.

SD-06 Instructions

Preprinted material describing installation of a product, system or material, including special notices and material safety data sheets, if any, concerning impedances, hazards, and safety precautions.

SD-07 Schedules

Tabular lists showing location, features, or other pertinent information regarding products, materials, equipment, or components to be used in the work.

SD-08 Statements

A document, required of the Contractor, or through the Contractor, from a supplier, installer, manufacturer, or other lower tier Contractor, the purpose of which is to confirm the quality or orderly progression of a portion of the work by documenting procedures, acceptability of methods or personnel, qualifications, or other verifications of quality.

SD-09 Reports

Reports of inspections or tests, including analysis and interpretation of test results.

SD-13 Certificates

Statement signed by an official authorized to certify on behalf of the manufacturer of a product, system or material, attesting that the product, system or material meets specified requirements. The statement must be dated after the award of the contract, must state the Contractor's name and address, must name the project and location, and must list the specific requirements which are being certified.

SD-14 Samples

Samples, including both fabricated and unfabricated physical examples of materials, products, and units of work as complete units or as portions of units of work.

SD-18 Records

Documentation to record compliance with technical or administrative requirements.

SD-19 Operation and Maintenance Manuals

Data which forms a part of an operation and maintenance manual.

Submittal Description definitions are not included in Paragraph 1.1, SUBMITTAL IDENTIFICATION, since they are primarily for the guidance of project specification writers. A listing of SD numbers and titles is included in Paragraph 1.1 to accommodate the production of the SPECSINTACT submittal verification report.

The SD numbers and names, have been assigned by the SPECSINTACT Configuration, Control and Coordinating Board, and they correspond to the terminology used in the technical sections. These numbers and names should not be changed.

\*\*\*\*\*

1.1 SUBMITTAL IDENTIFICATION

Submittals required are identified by SD numbers as follows:

SD-01 Data

SD-04 Drawings

SD-06 Instructions  
SD-07 Schedules  
SD-08 Statements  
SD-09 Reports  
SD-13 Certificates  
SD-14 Samples  
SD-18 Records  
SD-19 Operation and Maintenance Manuals

## 1.2 SUBMITTAL CLASSIFICATION

Submittals are classified as follows:

### 1.2.1 Government Approved

Governmental approval is required for extensions of design, critical materials, deviations, equipment whose compatibility with the entire system must be checked, and other items as designated by the Contracting Officer. Within the terms of the Contract Clause entitled "Specifications and Drawings for Construction," they are considered to be "shop drawings."

### 1.2.2 Information Only

All submittals not requiring Government approval will be for information only. They are not considered to be "shop drawings" within the terms of the Contract Clause referred to above.

## 1.3 APPROVED SUBMITTALS

The Contracting Officer's approval of submittals shall not be construed as a complete check, but will indicate only that the general method of construction, materials, detailing and other information are satisfactory. Approval will not relieve the Contractor of the responsibility for any error which may exist, as the Contractor under the CQC requirements of this contract is responsible for dimensions, the design of adequate connections and details, and the satisfactory construction of all work. After submittals have been approved by the Contracting Officer, no resubmittal for the purpose of substituting materials or equipment will be considered unless accompanied by an explanation of why a substitution is necessary.

## 1.4 DISAPPROVED SUBMITTALS

The Contractor shall make all corrections required by the Contracting Officer and promptly furnish a corrected submittal in the form and number of copies specified for the initial submittal. If the Contractor considers any correction indicated on the submittals to constitute a change to the contract, a notice in accordance with the Contract Clause "Changes" shall be given promptly to the Contracting Officer.

## 1.5 WITHHOLDING OF PAYMENT

Payment for materials incorporated in the work will not be made if required approvals have not been obtained.

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION

3.1 GENERAL

The Contractor shall make submittals as required by the specifications. The Contracting Officer may request submittals in addition to those specified when deemed necessary to adequately describe the work covered in the respective sections. Units of weights and measures used on all submittals shall be the same as those used in the contract drawings. Each submittal shall be complete and in sufficient detail to allow ready determination of compliance with contract requirements. Prior to submittal, all items shall be checked and approved by the Contractor's Quality Control (CQC) representative and each item shall be stamped, signed, and dated by the CQC representative indicating action taken. Proposed deviations from the contract requirements shall be clearly identified. Submittals shall include items such as: Contractor's, manufacturer's, or fabricator's drawings; descriptive literature including (but not limited to) catalog cuts, diagrams, operating charts or curves; test reports; test cylinders; samples; O&M manuals (including parts list); certifications; warranties; and other such required submittals. Submittals requiring Government approval shall be scheduled and made prior to the acquisition of the material or equipment covered thereby. Samples remaining upon completion of the work shall be picked up and disposed of in accordance with manufacturer's Material Safety Data Sheets (MSDS) and in compliance with existing laws and regulations.

3.2 SUBMITTAL REGISTER (ENG FORM 4288)

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**NOTE: The ENG Form 4288 (Submittal Register) is a tracking log for use in the field. This form is not a part of this guide specification; the completed ENG Form must be developed locally for each project.**

SPECSINTACT has the capability to produce a Submittal List and a Submittal Register based on tagging elements surrounding submittal information within the sections.

SPECSINTACT steps used in producing the Submittal Register are provided below as background information in reference to submittal descriptions and items.

The Submittal Register is a report option which is available at the time of print. This option is used to generate and print the Submittal Register.

Before printing the Submittal Register, when creating a new section not covered by guide specifications, the following guidelines must be followed.

1. The Submittal Article must be in PART 1 and entitled "1.x SUBMITTALS" ("x" represents any number).
2. The Submittal Descriptions (SD-##, Title) are identified in the Submittal Article and are surrounded by "SUB, /SUB" and "LST, /LST" tags.
3. Submittal Items are listed below the submittal descriptions (SD-## Title), surrounded by "SUB, /SUB" and "TXT, /TXT" tags. If the submittal item is listed elsewhere, other than in the Submittal Article, it must appear as a paragraph and/or subparagraph title. By identifying these items within the text, it is not necessary to repeat the submittal description (SD-##) associated with it.
4. Submittal Classifications:
  - a. Government approved is required for submittals with a "GA" designation. All submittals not requiring Government approval will be for information only (FIO). The Submittal Classification must be included within Submittal tags.
  - b. Submittals having an A/E (or any three characters) are for the "Reviewer" and must be used in conjunction with "GA", Government Approved. The Reviewer's designation must appear immediately following the submittal item following the classification for government approved (GA). It must be separated from the classification (GA) by inserting a space, comma, pipe symbol or dash. The Classification and the Reviewer must both be included within the Submittal tags.

When the Submittal Register is generated, the system searches by section for the "Submittal Article" within Part 1. Next it will search for all tagged "Submittal Descriptions" (SD-##) listed under the Submittal Article and then the "Submittal Items" appearing below the SD numbers and throughout the section.

The system will automatically complete columns (d) through (r) which are, Specification Paragraph Number, Description of Item Submitted, Type of Submittal, Classification and Reviewer. The Submittal Register will then print a separate Submittal Register for each section. The system will insert the Title and Location in the upper left hand corner and the Specification Section Number in

the upper right hand corner of Submittal Register. The page numbering, at the bottom right hand corner, will be numbered consecutively, for each section. Tagged submittals in the Submittal Article must be consistent with those in the section text; however, this process is not sensitive to upper or lower case.

The remaining columns must be completed in manually by the Contractor. SPECSINTACT provides the Contractor the capability to create a submittal database diskette for the project (Submittal Register Program).

To create the diskette, select the Job Icon. In the FORMS/DOCUMENT menu:

Select Submittal Register Program.  
Insert disk and press "ENTER."

To access Submittal Program (database) from disk, exit from SISGML and WINDOWS. From DOS prompt, change directory to the "A or B" drive and type "SUBMIT." For more information and help, press F1.

This database facilitates the transfer of submittal information from specifications to the Submittal database. The Contractor will then have the ability to electronically modify submittal information, in columns, (a),(b),(c),(s through z), and (aa) which are, Activity Number, Transmittal Number, Item Number, Contactor Schedule Dates, Contractor Action, Government Action and Remarks.

The submittal database is a stand-alone system for tracking and updating submittal information for the project. Updated submittal information in the database cannot be used in SPECSINTACT to alter submittal data in the specification.

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ENG Form 4288 listing items of equipment and materials for which submittals are required by the specifications; this list may not be all inclusive and additional submittals may be required. The Contractor will also be given the submittal register as a diskette containing the computerized ENG Form 4288 and instructions on the use of the diskette. Columns "d" through "r" have been completed by the Government; the Contractor shall complete columns "a" and "s" through "u" and submit the forms (hard copy plus associated electronic file) to the Contracting Officer for approval within 30 calendar days after Notice to Proceed. The Contractor shall keep this diskette up-to-date and shall submit it to the Government together with the monthly payment request. The approved submittal register will become the scheduling document and will be used to control submittals throughout the life of the contract. The submittal register and the progress schedules shall be coordinated.

### 3.3 SCHEDULING

Submittals covering component items forming a system or items that are interrelated shall be scheduled to be coordinated and submitted concurrently. Certifications to be submitted with the pertinent drawings shall be so scheduled. Adequate time (a minimum of 30 calendar days exclusive of mailing time) shall be allowed and shown on the register for review and approval. No delay damages or time extensions will be allowed for time lost in late submittals. An additional 15 calendar days shall be allowed and shown on the register for review and approval of submittals for food service equipment and refrigeration and HVAC control systems.

3.4 TRANSMITTAL FORM (ENG FORM 4025)

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**NOTE: ENG Form 4025 is not a part of this guide specification; the sample ENG Form 4025 must be added to this section locally.**  
\*\*\*\*\*

The sample transmittal form (ENG Form 4025) attached to this section shall be used for submitting both Government approved and information only submittals in accordance with the instructions on the reverse side of the form. These forms will be furnished to the Contractor. This form shall be properly completed by filling out all the heading blank spaces and identifying each item submitted. Special care shall be exercised to ensure proper listing of the specification paragraph and/or sheet number of the contract drawings pertinent to the data submitted for each item.

3.5 SUBMITTAL PROCEDURE

Submittals shall be made as follows:

3.5.1 Procedures

\*\*\*\*\*  
**NOTE: Add applicable procedures, including where to be submitted and number of copies required.**  
\*\*\*\*\*

Submittals to the Contracting Officer are required in the number of copies identified in paragraphs 3.7 and 3.8 and shall be submitted to:

[U.S. Army Corps of Engineer District, Honolulu  
[Fort Shafter] [Schofield Barracks] Resident Office  
Bldg 230  
Fort Shafter, Hawaii 96858-5440

3.5.2 Deviations

For submittals which include proposed deviations requested by the Contractor, the column "variation" of ENG Form 4025 shall be checked. The Contractor shall set forth in writing the reason for any deviations and annotate such deviations on the submittal. The Government reserves the right to rescind inadvertent approval of submittals containing unnoted deviations.

3.6 CONTROL OF SUBMITTALS

The Contractor shall carefully control his procurement operations to ensure that each individual submittal is made on or before the Contractor scheduled submittal date shown on the approved "Submittal Register."

### 3.7 GOVERNMENT APPROVED SUBMITTALS

Upon completion of review of submittals requiring Government approval, the submittals will be identified as having received approval by being so stamped and dated. 3 copies of the submittal will be retained by the Contracting Officer and 1 copy of the submittal will be returned to the Contractor.

### 3.8 INFORMATION ONLY SUBMITTALS

Submittals provided For Information Only (FIO) to the Government shall be submitted in three (3) copies, including resubmittals. Normally submittals for information only will not be returned. Approval of the Contracting Officer is not required on information only submittals. The Government reserves the right to require the Contractor to resubmit any item found not to comply with the contract. This does not relieve the Contractor from the obligation to furnish material conforming to the plans and specifications; will not prevent the Contracting Officer from requiring removal and replacement of nonconforming material incorporated in the work; and does not relieve the Contractor of the requirement to furnish samples for testing by the Government laboratory or for check testing by the Government in those instances where the technical specifications so prescribe.

### 3.9 STAMPS

Stamps used by the Contractor on the submittal data to certify that the submittal meets contract requirements shall be similar to the following:

CONTRACTOR  (Firm Name)
  _____ Approved
  _____ Approved with corrections as noted on submittal data and/or attached sheets(s).
SIGNATURE: _____
TITLE: _____
DATE: _____

-- End of Section --

SECTION 01335 - SURVEY, LAYOUT, AND OTHER DATA

PART I - GENERAL (Not Applicable)

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 CONTRACTOR VERIFICATION OF CONTRACT SURVEY DATA

During initial site layout and before existing conditions are disturbed the Contractor shall verify, in writing, the basic survey data provided on the contract drawings. Verification shall be initiated from the point shown on the contract drawings or from the contract drawing reference point designated by the Contracting Officer's Authorized Representative and shall include, as a minimum, benchmark elevations, horizontal control points, and sufficient spot checks of critical elevations to ensure that the survey data adequately reflects existing conditions. The Contractor shall not proceed with construction until survey verification is provided to the Contracting Officer's Authorized Representative. Before an existing benchmark referenced on the contract drawings is disturbed, the Contractor shall establish a new benchmark which has been approved by the Contracting Officer's Authorized Representative. Benchmarks which are destroyed without authorization from the Contracting officer's Authorized Representative must be replaced at the Contractor's expense as prescribed in Section 00800 Special Clause, "Layout of Work." The Contractor shall refer to Contract Clauses, "Differing Site Conditions" and "Site Investigation and Conditions Affecting the Work," for additional requirements.

-- End of Section --

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DEPARTMENT OF THE ARMY CEGS-01356 (August 1996)  
U.S. ARMY CORPS OF ENGINEERS -----  
CECW-EP Superceding  
CWGS-01565 (August 1996)

GUIDE SPECIFICATION FOR CONSTRUCTION

Includes Special Change to convert CWGS-01565 to one CEGS system and to renumber the specifications in accordance with the 1995 CSI MASTERFORMAT. (September 1998)

Includes Special Change to remove unused References from Reference Article (December 1998)

Includes Text Adjustment (December 1998)

Includes Changes Through Notice 1 (February 1999)

Latest Changes Indicated by CHG Tags

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\*\*\*\*\*  
DEPARTMENT OF THE ARMY CEGS-01356 (August 1996)  
U.S. ARMY CORPS OF ENGINEERS -----  
CECW-EP Superceding  
CWGS-01565 (August 1996)

GUIDE SPECIFICATION FOR CONSTRUCTION

Includes Special Change to convert CWGS-01565 to one CEGS system and to renumber the specifications in accordance with the 1995 CSI MASTERFORMAT. (September 1998)

Includes Special Change to remove unused References from Reference Article (December 1998)

Includes Text Adjustment (December 1998)

Includes Changes Through Notice 1 (February 1999)  
Latest Changes Indicated by CHG Tags

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SECTION 01356

STORM WATER POLLUTION PREVENTION MEASURES  
08/96

\*\*\*\*\*

NOTES: This guide specification covers the requirements for temporary construction measures most used in complying the Best Management Practices of the storm water pollution prevention plan as required by a NPDES Permit.

Comments and suggestions on this guide specification are welcome and should be directed to the proponent of the specification. A listing of proponents, including their organization designation and telephone number, is at URL <http://www.hnd.usace.army.mil/techinfo/index.htm>, and an electronic feedback page for submission of recommended changes is available at the same address. Use of electronic communication is encouraged.

This guide specification must be tailored to meet the requirements of the job and must be tailored to meet the requirements of the permitting authority. Individual states may require prevention measures that differ from the ones specified in this section and, in that case, this guide specification must be tailored to meet those State requirements. This guide specification is required for all construction projects that include disturbing over 2 hectares (5 acres) of land surface area that could be a source for erosion and sediment pollution due to storm water runoff.

(1) A Notice of Intent (NOI) must be prepared and sent to the appropriate state licensing office or USEPA Regional Office. At this time, it has not been determined when to send in the NOI, but it must be done after preparation of a storm water pollution prevention plan, and perhaps after award of the contract because the names of the Contractors must be give on the NOI.

(2) After construction is completed, a Notice of Termination (NOT) must be sent to the state office or Regional USEPA Regional Office.

This guide specification is to be used in the preparation of project specifications in accordance with ER 1110-2-1200 and ER 1110-1-8155.

\*\*\*\*\*

PART 1 GENERAL

1.1 REFERENCES

\*\*\*\*\*

NOTE: Issue (date) of references included in project specifications need not be more current than provided by the latest change (Notice) to this guide specification.

\*\*\*\*\*

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

AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM)

ASTM D 4439	(1997) Standard Terminology for Geosynthetics
ASTM D 4491	(1996) Water Permeability of Geotextiles by Permittivity
ASTM D 4533	(1991; R 1996) Trapezoid Tearing Strength of Geotextiles
ASTM D 4632	(1991; R 1996)) Grab Breaking Load and Elongation of Geotextiles
ASTM D 4751	(1995) Determining Apparent Opening Size of a Geotextile
ASTM D 4873	(1995) Identification, Storage, and Handling of Geosynthetic Rolls

1.2 GENERAL

The Contractor shall implement the storm water pollution prevention measures specified in this section in a manner which will meet the

requirements of Section 01354 ENVIRONMENTAL PROTECTION, and the requirements of the National Pollution Discharge Elimination System (NPDES) permit attached to that Section.

1.3 SUBMITTALS

\*\*\*\*\*

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

**Indicate submittal classification in the blank space using "GA" when the submittal requires Government approval or "FIO" when the submittal is for information only.**

\*\*\*\*\*

Government approval is required for all submittals with a "GA" designation; submittals having an "FIO" designation are for information only. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-13 Certificates

Mill Certificate or Affidavit; FIO.

1.4 EROSION AND SEDIMENT CONTROLS

The controls and measures required by the Contractor are described below.

1.4.1 Stabilization Practices

\*\*\*\*\*

**NOTE: Describe interim stabilization practices, including site-specific scheduling of the implementation of the practices. Plans should ensure that existing vegetation is preserved where attainable and disturbed areas are stabilized. Show locations for stabilization practices on the drawings.**

\*\*\*\*\*

The stabilization practices to be implemented shall include [temporary seeding,] [mulching,] [geotextiles,] [sod stabilization,] [vegetative buffer strips,] [erosion control matts,] [protection of trees,] [preservation of mature vegetation,] [etc]. On his daily CQC Report, the Contractor shall record the dates when the major grading activities occur, (e.g., [clearing] [and grubbing,] [excavation,] [embankment,] [and] [grading]); when construction activities temporarily or permanently cease on a portion of the site; and when stabilization practices are initiated. Except as provided in paragraphs UNSUITABLE CONDITIONS and NO ACTIVITY FOR LESS THAN 21 DAYS, stabilization practices shall be initiated as soon as practicable, but no more than 14 days, in any portion of the site where construction activities have [temporarily or] permanently ceased.

1.4.1.1 Unsuitable Conditions

Where the initiation of stabilization measures by the fourteenth day after construction activity [temporarily or] permanently ceases is precluded by unsuitable conditions caused by the weather, stabilization practices shall be initiated as soon as practicable after conditions become suitable.

1.4.1.2 No Activity for Less Than 21 Days

Where construction activity will resume on a portion of the site within 21 days from when activities ceased (e.g., the total time period that construction activity is temporarily ceased is less than 21 days), then stabilization practices do not have to be initiated on that portion of the site by the fourteenth day after construction activity temporarily ceased.

1.4.2 Structural Practices

\*\*\*\*\*

**NOTES:** Describe structural practices to divert flows from exposed soils, store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site to the degree attainable. A permit under Section 404 of the Clean Water Act may be required for certain structural practices. Check with Permits Branch.

For common drainage locations that serve a disturbed area of 4 or more hectares (10 or more acres) at one time, a temporary or permanent detention basin providing 252 cubic meters of storage per hectare (3,600 cubic feet of storage per acre) drained, or equivalent control measures, shall be provided where attainable until stabilization of the site. The 252 cubic meters of storage per hectare (3,600 cubic feet of storage per acre) drained does not apply to flows from offsite areas and flows from onsite areas that are either undisturbed or have undergone final stabilization where such flows are diverted around the sediment basin. For drainage locations which serve a disturbed area of 4 or more hectares (10 or more acres) at one time and where a temporary sediment basin providing 252 cubic meters of storage per hectare (3,600 cubic feet of storage per acre) drained, or equivalent sediment controls, is not attainable, sediment controls are required for all sideslope and downslope boundaries of the construction area.

For drainage locations serving less than 4 hectares (10 acres), sediment traps, silt fences, or equivalent sediment controls are required for all sideslope and downslope boundaries of the construction area unless a sediment basin providing storage for 252 cubic meters of storage per hectare (3,600 cubic feet of storage per acre) drained is provided.

\*\*\*\*\*

Structural practices shall be implemented to divert flows from exposed soils, temporarily store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site. Structural practices shall be implemented in a timely manner during the construction process to minimize erosion and sediment runoff. Structural practices shall include the following devices. [Location and details of installation and construction are shown on the drawings.]

\*\*\*\*\*

NOTE: Listed are examples of typical structural devices. Requirements for Silt Fences, Straw Bales, and Diversion Dikes are contained within this Guide Specification. Specifications for other structural practices used in the project must be added to this section.

- a. [Silt fences.]
- b. [Straw bales.]
- c. [Diversion dikes.]
- d. [Drainage swales.]
- e. [Check dams.]
- f. [Subsurface drains.]
- g. [Pipe Slope drains.]
- h. [Level spreaders.]
- i. [Storm drain inlet protection.]
- j. [Rock outlet protection.]
- k. [Sediment traps.]
- l. [Reinforced soil retaining systems.]
- m. [Gabions.]
- n. [Sediment basins.]
- o. [\_\_\_\_\_].

The permanent stabilization practices which are to be installed under the contract should be specified in other section of the specifications. These are measures that will be installed during the construction process to control pollutants in storm water discharges that will occur after construction operations have been completed. Structural measures should be placed on upland soils to the degree attainable. The installation of these devices may be subject to Section 404 of the Clean Water Act.

A goal of 80 percent removal of total suspended solids from these flows which exceed predevelopment levels should be used in designing and installing storm water management controls (where practicable). Where this goal is not met, the permittee shall provide justification for rejecting each practice listed above based on site conditions.

Velocity dissipation devices shall be placed at discharge locations and along the length of any

outfall channel as necessary to provide a non-erosive velocity flow from the structure to a water course so that the natural physical and biological characteristics and functions are maintained and protected.

\*\*\*\*\*

1.4.2.1 [Silt Fences

The Contractor shall provide silt fences as a temporary structural practice to minimize erosion and sediment runoff. Silt fences shall be properly installed to effectively retain sediment immediately after completing each phase of work where erosion would occur in the form of sheet and rill erosion (e.g. clearing and grubbing, excavation, embankment, and grading). Silt fences shall be installed in the locations indicated on the drawings. Final removal of silt fence barriers shall be upon approval by the Contracting Officer.]

1.4.2.2 [Straw Bales

The Contractor shall provide bales of straw as a temporary structural practice to minimize erosion and sediment runoff. Bales shall be properly placed to effectively retain sediment immediately after completing each phase of work (e.g., clearing and grubbing, excavation, embankment, and grading) in each independent runoff area (e.g., after clearing and grubbing in a area between a ridge and drain, bales shall be placed as work progresses, bales shall be removed/replaced/relocated as needed for work to progress in the drainage area). Areas where straw bales are to be used are shown on the drawings. Final removal of straw bale barriers shall be upon approval by the Contracting Officer. Rows of bales of straw shall be provided as follows:

- a. Along the downhill perimeter edge of all areas disturbed.
- b. Along the top of the slope or top bank of drainage ditches, channels, swales, etc. that traverse disturbed areas.
- c. Along the toe of all cut slopes and fill slopes of the construction areas.

\*\*\*\*\*

**NOTE: Space rows a maximum of 60 meters (200 feet) apart in drains with slopes equal to or less than 5 percent and 30 meters (100 feet) apart in drains with slopes steeper than 5 percent. If drainage ditches have slopes above and below the 5 percent limit the spacing should be shown on the drawings.**

\*\*\*\*\*

- d. Perpendicular to the flow in the bottom of existing drainage ditches, channels, swales, etc. that traverse disturbed areas or carry runoff from disturbed areas. Rows shall be spaced [a maximum of [\_\_\_\_\_] feet apart] [as shown on the drawings].
- e. Perpendicular to the flow in the bottom of new drainage ditches, channels, and swales. Rows shall be spaced [a maximum of [\_\_\_\_\_] feet apart] [as shown on the drawings].

f. At the entrance to culverts that receive runoff from disturbed areas.

g. [\_\_\_\_].]

#### 1.4.2.3 [Diversion Dikes

Diversion dikes shall have a maximum channel slope of 2 percent and shall be adequately compacted to prevent failure. The minimum height measured from the top of the dike to the bottom of the channel shall be 18 inches. The minimum base width shall be 6 feet and the minimum top width shall be 2 feet. The Contractor shall ensure that the diversion dikes are not damaged by construction operations or traffic. Diversion dikes shall be located as shown on the drawings.]

### PART 2 PRODUCTS

#### 2.1 COMPONENTS FOR SILT FENCES

##### 2.1.1 Filter Fabric

The geotextile shall comply with the requirements of ASTM D 4439, and shall consist of polymeric filaments which are formed into a stable network such that filaments retain their relative positions. The filament shall consist of a long-chain synthetic polymer composed of at least 85 percent by weight of ester, propylene, or amide, and shall contain stabilizers and/or inhibitors added to the base plastic to make the filaments resistance to deterioration due to ultraviolet and heat exposure. Synthetic filter fabric shall contain ultraviolet ray inhibitors and stabilizers to provide a minimum of six months of expected usable construction life at a temperature range of 0 to 120 degrees F. The filter fabric shall meet the following requirements:

##### FILTER FABRIC FOR SILT SCREEN FENCE

PHYSICAL PROPERTY	TEST PROCEDURE	STRENGTH REQUIREMENT
Grab Tensile	ASTM D 4632	100 lbs. min.
Elongation (%)		30 % max.
Trapezoid Tear	ASTM D 4533	55 lbs. min.
Permittivity	ASTM D 4491	0.2 sec-1
AOS (U.S. Std Sieve)	ASTM D 4751	20-100

##### 2.1.2 Silt Fence Stakes and Posts

The Contractor may use either wooden stakes or steel posts for fence construction. Wooden stakes utilized for silt fence construction, shall have a minimum cross section of 2 inches by 2 inches when oak is used and 4 inches by 4 inches when pine is used, and shall have a minimum length of 5 feet. Steel posts (standard "U" or "T" section) utilized for silt fence construction, shall have a minimum weight of 1.33 pounds per linear foot and a minimum length of 5 feet.

##### 2.1.3 Mill Certificate or Affidavit

A mill certificate or affidavit shall be provided attesting that the fabric

and factory seams meet chemical, physical, and manufacturing requirements specified above. The mill certificate or affidavit shall specify the actual Minimum Average Roll Values and shall identify the fabric supplied by roll identification numbers. The Contractor shall submit a mill certificate or affidavit signed by a legally authorized official from the company manufacturing the filter fabric.

#### 2.1.4 Identification Storage and Handling

Filter fabric shall be identified, stored and handled in accordance with ASTM D 4873.

### 2.2 COMPONENTS FOR STRAW BALES

The straw in the bales shall be stalks from oats, wheat, rye, barley, rice, or from grasses such as byhalia, bermuda, etc., furnished in air dry condition. The bales shall have a standard cross section of 14 inches by 18 inches. All bales shall be either wire-bound or string-tied. The Contractor may use either wooden stakes or steel posts to secure the straw bales to the ground. Wooden stakes utilized for this purpose, shall have a minimum dimensions of 2 inches x 2 inches in cross section and shall have a minimum length of 3 feet. Steel posts (standard "U" or "T" section) utilized for securing straw bales, shall have a minimum weight of 1.33 pounds per linear foot and a minimum length of 3 feet.

## PART 3 EXECUTION

### 3.1 INSTALLATION OF SILT FENCES

Silt fences shall extend a minimum of 16 inches above the ground surface and shall not exceed 34 inches above the ground surface. Filter fabric shall be from a continuous roll cut to the length of the barrier to avoid the use of joints. When joints are unavoidable, filter fabric shall be spliced together at a support post, with a minimum 6 inch overlap, and securely sealed. A trench shall be excavated approximately 4 inches wide and 4 inches deep on the upslope side of the location of the silt fence. The 4-inch by 4-inch trench shall be backfilled and the soil compacted over the filter fabric. Silt fences shall be removed upon approval by the Contracting Officer.

### 3.2 INSTALLATION OF STRAW BALES

Straw bales shall be placed in a single row, lengthwise on the contour, with ends of adjacent bales tightly abutting one another. Straw bales shall be installed so that bindings are oriented around the sides rather than along the tops and bottoms of the bales in order to prevent deterioration of the bindings. The barrier shall be entrenched and backfilled. A trench shall be excavated the width of a bale and the length of the proposed barrier to a minimum depth of 4 inches. After the bales are staked and chinked (gaps filled by wedging with straw), the excavated soil shall be backfilled against the barrier. Backfill soil shall conform to the ground level on the downhill side and shall be built up to 4 inches against the uphill side of the barrier. Loose straw shall be scattered over the area immediately uphill from a straw bale barrier to increase barrier efficiency. Each bale shall be securely anchored by at least two stakes driven through the bale. The first stake or steel post in each bale shall be driven toward the previously laid bale to force the bales together. Stakes or steel pickets shall be driven a minimum 18 inches deep into the ground to securely anchor the bales.

### 3.3 MAINTENANCE

\*\*\*\*\*  
**NOTE: Describe the procedures to be follow during construction to maintain the vegetation, erosion and sediment control measures, and other protective measures in good and effective operating condition.**  
\*\*\*\*\*

The Contractor shall maintain the temporary and permanent vegetation, erosion and sediment control measures, and other protective measures in good and effective operating condition by performing routine inspections to determine condition and effectiveness, by restoration of destroyed vegetative cover, and by repair of erosion and sediment control measures and other protective measures. The following procedures shall be followed to maintain the protective measures.

#### 3.3.1 Silt Fence Maintenance

Silt fences shall be inspected in accordance with paragraph INSPECTIONS. Any required repairs shall be made promptly. Close attention shall be paid to the repair of damaged silt fence resulting from end runs and undercutting. Should the fabric on a silt fence decompose or become ineffective, and the barrier is still necessary, the fabric shall be replaced promptly. Sediment deposits shall be removed when deposits reach one-third of the height of the barrier. When a silt fence is no longer required, it shall be removed. The immediate area occupied by the fence and any sediment deposits shall be shaped to an acceptable grade. The areas disturbed by this shaping shall [receive erosion control if required by Section [02\_\_\_ EROSION CONTROL], paragraph [AREAS TO RECEIVE EROSION CONTROL] [be seeded in accordance with Section [02\_\_\_] [ESTABLISHMENT OF TURF], [except that the coverage requirements in paragraph ESTABLISHMENT do not apply].

#### 3.3.2 Straw Bale Maintenance

Straw bale barriers shall be inspected in accordance with paragraph INSPECTIONS. Close attention shall be paid to the repair of damaged bales, end runs and undercutting beneath bales. Necessary repairs to barriers or replacement of bales shall be accomplished promptly. Sediment deposits shall be removed when deposits reach one-half of the height of the barrier. Bale rows used to retain sediment shall be turned uphill at each end of each row. When a straw bale barrier is no longer required, it shall be removed. The immediate area occupied by the bales and any sediment deposits shall be shaped to an acceptable grade. The areas disturbed by this shaping shall be seeded in accordance with Section [02\_\_\_] TURF.

#### 3.3.3 Diversion Dike Maintenance

Diversion dikes shall be inspected in accordance with paragraph INSPECTIONS. Close attention shall be paid to the repair of damaged diversion dikes and necessary repairs shall be accomplished promptly. When diversion dikes are no longer required, they shall be shaped to an acceptable grade. The areas disturbed by this shaping shall be seeded in accordance with Section [02\_\_\_] TURF.

### 3.4 INSPECTIONS

3.4.1 General

The Contractor shall inspect disturbed areas of the construction site, areas used for storage of materials that are exposed to precipitation that have not been finally stabilized, stabilization practices, structural practices, other controls, and area where vehicles exit the site at least once every seven (7) calendar days and within 24 hours of the end of any storm that produces 0.5 inches or more rainfall at the site. Where sites have been finally stabilized, such inspection shall be conducted at least once every month.

3.4.2 Inspections Details

Disturbed areas [and areas used for material storage that are exposed to precipitation] shall be inspected for evidence of, or the potential for, pollutants entering the drainage system. Erosion and sediment control measures identified in the Storm Water Pollution Prevention Plan shall be observed to ensure that they are operating correctly. Discharge locations or points shall be inspected to ascertain whether erosion control measures are effective in preventing significant impacts to receiving waters. Locations where vehicles exit the site shall be inspected for evidence of offsite sediment tracking.

3.4.3 Inspection Reports

For each inspection conducted, the Contractor shall prepare a report summarizing the scope of the inspection, name(s) and qualifications of personnel making the inspection, the date(s) of the inspection, major observations relating to the implementation of the Storm Water Pollution Prevention Plan, maintenance performed, and actions taken. The report shall be furnished to the Contracting Officer within 24 hours of the inspection as a part of the Contractor's daily CQC REPORT. A copy of the inspection report shall be maintained on the job site.

3.4.4 [Monthly Inspection Report and Certification Form for Erosion and Sediment Controls

\*\*\*\*\*

**NOTE: Some States require submittal of inspection reports to their respective agency. If this is required in the state where the proposed project is located, the following example should be appropriately edited and included in the project specifications. The designer should attach the appropriate state forms at the end of this section.**

\*\*\*\*\*

On the first working day of each month the Contractor shall complete, sign, and submit the original form to the State of [\_\_\_\_], [Office of Pollution Control (OPC)] at the following address:

Chief, [\_\_\_\_]  
[\_\_\_\_]  
[\_\_\_\_]  
[\_\_\_\_]

A copy of the State of [\_\_\_\_]'s [Monthly Inspection Report and Certification Form for Erosion and Sediment Controls] is attached to the

end of this section. On the first working day of each month the Contractor shall also furnish one copy of the form submitted to the [OPC] to the Contracting Officer as part of the Contractor's daily CQC Report and attach a copy of the completed form to the Plan. Unless otherwise notified by the [OPC], the Contractor shall submit the [Monthly Inspection Report and Certification Forms] for an additional two months after the final completion of all storm water pollution prevention measures required in this contract have been implemented.]

-- End of Section --

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DEPARTMENT OF THE ARMY HED-01430 (February 1998)  
U.S. ARMY CORPS OF ENGINEERS -----  
Superseding  
HED-01430 (October 1997)

GUIDE SPECIFICATION FOR MILITARY CONSTRUCTION

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DEPARTMENT OF THE ARMY HED-01430 (February 1998)  
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Superseding  
HED-01430 (October 1997)

GUIDE SPECIFICATION FOR MILITARY CONSTRUCTION

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SECTION 01430

ENVIRONMENTAL PROTECTION

02/98

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NOTE: This guide specification covers the requirements for environmental protection. This guide specification is to be used in the preparation of project specifications in accordance with ER 1110-345-720.

\*\*\*\*\*

PART 1 GENERAL

1.1 REFERENCES

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

STATE OF HAWAII DEPARTMENT OF HEALTH (HIDOH)

- |                   |  |
|-------------------|--|
| HIDOH, Chapter 43 | Administrative Rules, Title 11, Community Noise Control for Oahu |
| HIDOH, Chapter 59 | Administrative Rules, Ambient Air Quality Standards              |
| HIDOH, Chapter 60 | Administrative Rules, Air Pollution Control                      |

1.2 GENERAL REQUIREMENTS

This section covers prevention of environmental pollution and damage as the result of construction operations under this contract and for those measures set forth in the TECHNICAL REQUIREMENTS. For the purpose of this specification, environmental pollution and damage is defined as the presence of chemical, physical, or biological elements or agents which adversely affect human health or welfare; unfavorably alter ecological balances of importance to human life; affect other species of importance to man; or degrade the utility of the environment for aesthetic, cultural and/or historical purposes. The control of environmental pollution and damage requires consideration of air, water, and land, and includes management of visual aesthetics, noise, solid waste, radiant energy and radioactive materials, as well as other pollutants.

1.2.1 Subcontractors

Assurance of compliance with this section by subcontractors will be the responsibility of the Contractor.

1.2.2 Notification

The Contracting Officer will notify the Contractor in writing of any observed noncompliance with the aforementioned Federal[,] [State] or local laws or regulations, permits, and other elements of the Contractor's environmental protection plan. The Contractor shall, after receipt of such notice, inform the Contracting Officer of proposed corrective action and take such action as may be approved. If the Contractor fails to comply promptly, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No time extensions will be granted or costs or damages allowed to the Contractor for any such suspension.

1.3 SUBMITTALS

\*\*\*\*\*

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

**Indicate submittal classification in the blank space using "GA" when the submittal requires Government approval or "FIO" when the submittal is for information only.**

\*\*\*\*\*

Government approval is required for submittals with "GA" designation; submittals having an "FIO" designation are for information only. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-18 Records

Environmental Protection Plan; GA.

Within 30 calendar days of receipt of Notice to Proceed, the Contractor shall submit in writing an environmental protection plan. Approval of the Contractor's plan will not relieve the Contractor of his responsibility for adequate and continuing control of pollutants and other environmental protection measures. The environmental protection plan shall include but not be limited to the following:

- a. A list of Federal[,] [State,] and local laws, regulations, and permits concerning environmental protection, pollution control and abatement that are applicable to the Contractor's proposed operations and the requirements imposed by those laws, regulations, and permits.

\*\*\*\*\*

**NOTE: This paragraph will be edited based on editing of text herein.**

\*\*\*\*\*

- b. Methods for protection of features to be preserved within authorized work areas. The Contractor shall prepare a listing of

methods to protect resources needing protection; i.e., trees, shrubs, vines, grasses and ground cover, landscape features, air and water quality, fish and wildlife, soil, historical, archeological, and cultural resources.

- c. Procedures to be implemented to provide the required environmental protection and to comply with the applicable laws and regulations.  
The Contractor shall set out the procedures to be followed to correct pollution of the environment due to accident, natural causes, or failure to follow the procedures set out in accordance with the environmental protection plan.
- d. Location of the solid waste disposal area.
- e. Drawings showing locations of any proposed temporary excavations or embankments for haul roads, stream crossings, material storage areas, structures, sanitary facilities, and stockpiles of excess or spoil materials.
- f. Environmental monitoring plans for the job site, including land, water, air, and noise monitoring.
- g. Traffic control plan.
- h. Methods of protecting surface and ground water during construction activities.
- i. Work area plan showing the proposed activity in each portion of the area and identifying the areas of limited use or nonuse. Plan should include measures for marking the limits of use areas.
- j. Plan of borrow area(s).
- k. Training for his personnel during the construction period.

## PART 2 PRODUCTS (NOT APPLICABLE)

## PART 3 EXECUTION

### 3.1 PROTECTION OF ENVIRONMENTAL RESOURCES

The environmental resources within the project boundaries and those affected outside the limits of permanent work under this contract shall be protected during the entire period of this contract. The Contractor shall confine his activities to areas defined by the drawings and specifications.

#### 3.1.1 Land Resources

Prior to the beginning of any construction, the Contractor shall identify all land resources to be preserved within the Contractor's work area. Except in areas indicated on the drawings or specified to be cleared, the Contractor shall not remove, cut, deface, injure, or destroy land resources including trees, shrubs, vines, grasses, topsoil, and land forms without special permission from the Contracting Officer. No ropes, cables, or guys shall be fastened to or attached to any trees for anchorage unless specifically authorized. Where such special emergency use is permitted, the Contractor shall provide effective protection for land and vegetation resources at all times as defined in the following subparagraphs.

#### 3.1.1.1 Work Area Limits

Prior to any construction, the Contractor shall mark the areas that are not required to accomplish all work to be performed under this contract. Isolated areas within the general work area which are to be saved and protected shall also be marked or fenced. Monuments and markers shall be protected before construction operations commence. Where construction operations are to be conducted during darkness, the markers shall be visible. The Contractor shall convey to his personnel the purpose of marking and/or protection of all necessary objects.

#### 3.1.1.2 Protection of Landscape

Trees, shrubs, vines, grasses, land forms and other landscape features indicated and defined on the drawings to be preserved shall be clearly identified by marking, fencing, or wrapping with boards, or any other approved techniques.

#### 3.1.1.3 Reduction of Exposure of Unprotected Erodible Soils

Earthwork brought to final grade shall be finished as indicated and specified. Side slopes and back slopes shall be protected as soon as practicable upon completion of rough grading. All earthwork shall be planned and conducted to minimize the duration of exposure of unprotected soils. Except in instances where the constructed feature obscures borrow areas, quarries, and waste material areas, these areas shall not initially be cleared in total. Clearing of such areas shall progress in reasonably sized increments as needed to use the areas developed as approved by the Contracting Officer.

#### 3.1.1.4 Protection of Disturbed Areas

Such methods as necessary shall be utilized to effectively prevent erosion and control sedimentation, including but not limited to the following:

- a. Retardation and Control of Runoff: Runoff from the construction site shall be controlled by construction of diversion ditches, benches, and berms to retard and divert runoff to protected drainage courses, and any measures required by areawide plans approved under Paragraph 208 of the Clean Water Act.
- b. Erosion and Sedimentation Control Devices: The Contractor shall construct or install all temporary and permanent erosion and sedimentation control features as indicated on the drawings. Temporary erosion and sediment control measures such as berms, dikes, drains, [sedimentation basins,] grassing, and mulching shall be maintained until permanent drainage and erosion control facilities are completed and operative.
- [c. Sediment Basins: Sediment from construction areas shall be trapped in temporary or permanent sediment basins in accordance with basin plans shown on the drawings. The basins shall accommodate the runoff of a local [design year] storm. After each storm, the basins shall be pumped dry and accumulated sediment shall be removed as necessary to maintain basin effectiveness. Overflow shall be controlled by paved weir or by vertical overflow pipe, draining from the surface. The collected topsoil sediment shall be reused for fill on the construction site, and/or

conserved (stockpiled) for use at another site(s). The Contractor shall institute effluent quality monitoring programs as required by [State and] local environmental agencies.]

3.1.1.5 Contractor Facilities and Work Areas

- a. Location of Field Offices, Storage, and Other Contractor Facilities: The Contractors' field offices, staging areas, stockpile storage, and temporary buildings shall be placed in areas designated on the drawings or as directed by the Contracting Officer. Temporary movement or relocation of Contractor facilities shall be made only on approval by the Contracting Officer.
- b. Borrow Areas on Government Property: Borrow areas shall be managed to minimize erosion and to prevent sediment from entering nearby waters.
- c. Spoil Areas on Government Property: Spoil areas shall be managed and controlled to limit spoil to areas designated on the drawings and prevent erosion of soil or sediment from entering nearby waters. Spoil areas shall be developed in accordance with the grading plan indicated on the drawings.
- d. Temporary Excavations and Embankments: Temporary excavations and embankments for plant and/or work areas shall be controlled to protect adjacent areas from despoilment.

3.1.2 Disposal of Wastes

Disposal of wastes shall be as specified in [Section 01900 MISCELLANEOUS PROVISIONS] [Section 02050 DEMOLITION] and as specified hereinafter.

3.1.2.1 Solid Wastes

Solid wastes (excluding clearing debris) shall be placed in containers which are emptied on a regular schedule. All handling and disposal shall be conducted to prevent contamination. Segregation measures shall be employed such that no hazardous or toxic waste will become commingled with solid waste. [The Contractor shall transport all solid waste off Government property and dispose of it in compliance with Federal, State, and local requirements for solid waste disposal.] [Waste materials shall be hauled to the Government landfill site [shown on the drawings.] [designated by the Contracting Officer.] The Contractor shall comply with [site procedures and with] Federal[,] [State,] and local laws and regulations pertaining to the use of landfill areas.]

3.1.2.2 Chemical Wastes:

\*\*\*\*\*

**NOTE: For Kwajalein projects, the first bracketed paragraph will be deleted and the second bracketed paragraph will be retained.**

**For all other projects the first bracketed paragraph will be retained.**

\*\*\*\*\*

[Chemical wastes shall be stored in corrosion resistant containers, removed

from the work area and disposed of in accordance with Federal[,] [State,] and local laws and regulations.]

[Chemicals shall be dispensed in a way to adequately ensure no spillage to ground or water. Periodic inspections of dispensing areas to identify leakage and initiate corrective action shall be performed and documented. This documentation will be periodically reviewed by the Government. Chemical waste shall be collected in corrosion resistant containers with care taken to ensure compatibility. Collection drums shall be monitored and removed to a staging or storage area when contents are within six inches of the top. All waste shall be disposed of in accordance with Federal and local laws and regulations.]

3.1.2.3 Hazardous Wastes:

The Contractor shall take sufficient measures to prevent spillage of hazardous and toxic materials during dispensing and shall collect waste in suitable containers observing compatibility. The Contractor shall transport all hazardous waste off Government property and dispose of it in compliance with Federal and local laws and regulations. Spills of hazardous or toxic materials shall be immediately reported to the Contracting Officer. Cleanup and cleanup costs due to spills shall be the responsibility of the Contractor.

3.1.3 Historical, Archeological, and Cultural Resources

[Existing historical, archeological, and cultural resources within the Contractor's work area will be so designated by the Contracting Officer if any has been identified. The Contractor shall take precautions to preserve all such resources as they existed at the time they were pointed out to him. The Contractor shall provide and install all protection for these resources so designated and shall be responsible for their preservation during this contract.] If during excavation or other construction activities [in areas with existing or known resources, as well as in any other work area], any [previously] unidentified or unanticipated resources are discovered or found, all activities that may damage or alter such resources shall be temporarily suspended. These resources or cultural remains (prehistoric or historic surface or subsurface) include but are not limited to: any human skeletal remains or burials; artifacts; shell, midden, bone, charcoal, or other deposits; rocks or coral alignments, paving, wall, or other constructed features; and any indication of agricultural or other uses. Upon such discovery or find, the Contractor shall immediately notify the Contracting Officer. When so notified, the Contracting Officer will initiate action so that prompt and proper data recovery can be accomplished. In the mean time, recording and preservation of historical and archeological finds during construction activities shall be reported in accordance with the SPECIAL CONTRACT REQUIREMENTS.

3.1.4 Water Resources

\*\*\*\*\*  
**NOTE: For Kwajalein projects, the last bracketed sentence will be retained.**  
\*\*\*\*\*

The Contractor shall keep construction activities under surveillance, management, and control to avoid pollution of surface and ground waters. Special management techniques as set out below shall be implemented to control water pollution by the listed construction activities which are

included in this contract. [In particular, toxic or hazardous chemicals shall not be applied to soil or vegetation in a manner that may cause contamination of the fresh water reserve.]

#### 3.1.4.1 Washing and Curing Water

\*\*\*\*\*  
**NOTE: For Kwajalein projects, the last bracketed sentence will be retained.**  
\*\*\*\*\*

Waste waters directly derived from [Insert Name(s) of Process Producing the Wastewater] construction activities shall not be allowed to enter water areas. These waste waters shall be collected and placed in retention ponds where suspended material can be settled out or the water evaporates so that pollutants are separated from the water. [Analysis shall be performed and results reviewed and approved by the Government before water in retention ponds is discharged.]

#### 3.1.4.2 Cofferdam and Diversion Operations

The Contractor shall plan his operation and perform all work necessary to minimize adverse impact of violation of the water quality standard for [Insert Name of Water Area(s)]. Construction operations for dewatering, removal of cofferdams, tailrace excavation, and tunnel closure shall be controlled at all times to limit the impact of water turbidity on the habitat for wildlife and impacts on water quality for downstream use.

#### 3.1.4.3 Stream Crossings

Stream crossings shall be controlled during construction. Crossings shall provide movement of materials or equipment which do not violate water pollution control standards of the Federal[, ] [State] or local government.

#### 3.1.4.4 Monitoring of Water Areas:

Monitoring of water areas affected by construction activities shall be the responsibility of the Contractor. All water areas affected by construction activities shall be monitored by the Contractor.

#### 3.1.5 Fish and Wildlife Resources

The Contractor shall keep construction activities under surveillance, management and control to minimize interference with, disturbance to and damage of fish and wildlife. Species that require specific attention along with measures for their protection will be listed by the Contractor prior to beginning of construction operations.

#### 3.1.6 Air Resources

The Contractor shall keep construction activities under surveillance, management and control to minimize pollution of air resources. All activities, equipment, processes, and work operated or performed by the Contractor in accomplishing the specified construction shall be in strict accordance with [HIDOH, Chapter 59, HIDOH, Chapter 60, and] all Federal emission and performance laws and standards. Ambient Air Quality Standards set by the Environmental Protection Agency shall be maintained for those construction operations and activities specified in this section. Special management techniques as set out below shall be implemented to control air

pollution by the construction activities which are included in the contract.

3.1.6.1 Particulates

- a. Dust particles, aerosols, and gaseous by-products from all construction activities, processing and preparation of materials, such as from asphaltic batch plants, shall be controlled at all times, including weekends, holidays and hours when work is not in progress.
- b. The Contractor shall maintain all excavations, stockpiles, haul roads, permanent and temporary access roads, plant sites, spoil areas, borrow areas, and all other work areas within or outside the project boundaries free from particulates which would cause the air pollution standards mentioned in paragraph Air Resources, herein before, to be exceeded or which would cause a hazard or a nuisance. Sprinkling, chemical treatment of an approved type, light bituminous treatment, baghouse, scrubbers, electrostatic precipitators or other methods will be permitted to control particulates in the work area. Sprinkling, to be efficient, must be repeated at such intervals as to keep the disturbed area damp at all times. The Contractor must have sufficient competent equipment available to accomplish this task. Particulate control shall be performed as the work proceeds and whenever a particulate nuisance or hazard occurs.

3.1.6.2 Hydrocarbons and Carbon Monoxide

Hydrocarbons and carbon monoxide emissions from equipment shall be controlled to Federal [and State] allowable limits at all times.

3.1.6.3 Odors

Odors shall be controlled at all times for all construction activities, processing and preparation of materials.

3.1.6.4 Monitoring of Air Quality

\*\*\*\*\*  
**NOTE: For Kwajalein projects, the last bracketed sentence will be retained.**  
 \*\*\*\*\*

Monitoring of air quality shall be the responsibility of the Contractor. All air areas affected by the construction activities shall be monitored by the Contractor. [Monitoring results will be periodically reviewed by the Government to ensure compliance.]

3.1.7 Sound Intrusions

The Contractor shall keep construction activities under surveillance, and control to minimize damage to the environment by noise. [The Contractor shall comply with the provisions of HIDOH, Chapter 43.]

3.2 POST CONSTRUCTION CLEANUP

The Contractor shall clean up area(s) used for construction.

### 3.3 RESTORATION OF LANDSCAPE DAMAGE

The Contractor shall restore all landscape features damaged or destroyed during construction operations outside the limits of the approved work areas. Such restoration shall be in accordance with the plan submitted for approval by the Contracting Officer. This work will be accomplished at the Contractor's expense.

### 3.4 MAINTENANCE OF POLLUTION CONTROL FACILITIES

The Contractor shall maintain all constructed facilities and portable pollution control devices for the duration of the contract or for that length of time construction activities create the particular pollutant.

### 3.5 TRAINING OF CONTRACTOR PERSONNEL IN POLLUTION CONTROL

The Contractor shall train his personnel in all phases of environmental protection. The training shall include methods of detecting and avoiding pollution, familiarization with pollution standards, both statutory and contractual, and installation and care of facilities (vegetative covers, and instruments required for monitoring purposes) to ensure adequate and continuous environmental pollution control.

-- End of Section --

\*\*\*\*\*  
DEPARTMENT OF THE ARMY HED-01451 (January 2000)  
U.S. ARMY CORPS OF ENGINEERS -----  
Superseding  
HED-01451 (March 1997)

GUIDE SPECIFICATION FOR CONSTRUCTION

Includes changes through Notice 1 (October 1997)

Latest Notice change indicated by CHG tags

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DEPARTMENT OF THE ARMY HED-01451 (January 2000)  
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Includes changes through Notice 1 (October 1997)

Latest Notice change indicated by CHG tags

\*\*\*\*\*  
SECTION 01451

CONTRACTOR QUALITY CONTROL  
01/00

\*\*\*\*\*  
NOTE: This guide specification covers requirements for Contractor Quality Control. This guide specification is to be used in the preparation of project specifications in accordance with ER 1110-345-700.

Comments and suggestions on this guide specification are welcome and should be directed to the proponent of the specification. A listing of proponents, including their organization designation and telephone number, is at URL <http://www.hnd.usace.army.mil/techinfo/index.htm>, and an electronic feedback page for submission of recommended changes is available at the same address. Use of electronic communication is encouraged.

\*\*\*\*\*

PART 1 GENERAL

1.1 REFERENCES

\*\*\*\*\*  
NOTE: Issue (date) of references included in project specifications need not be more current than provided by the latest change (Notice) to this guide specification.  
\*\*\*\*\*

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

AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM)

ASTM D 3740	(1996) Minimum Requirements for Agencies Engaged in the Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction
ASTM E 329	(1995b) Agencies Engaged in the Testing and/or Inspection of Materials Used in Construction

1.2 PAYMENT

Separate payment will not be made for providing and maintaining an effective Quality Control program, and all costs associated therewith shall be included in the applicable unit prices or lump-sum prices contained in the Bidding Schedule.

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION

3.1 GENERAL

The Contractor is responsible for quality control and shall establish and maintain an effective quality control system in compliance with the Contract Clause titled "Inspection of Construction." The quality control system shall consist of plans, procedures, and organization necessary to produce an end product which complies with the contract requirements. The system shall cover all construction operations, both onsite and offsite, and shall be keyed to the proposed construction sequence. The project superintendent will be held responsible for the quality of work on the job and is subject to removal by the Contracting Officer for non-compliance with quality requirements specified in the contract. The project superintendent in this context shall mean the individual with the responsibility for the overall management of the project including quality and production.

3.2 QUALITY CONTROL PLAN

3.2.1 General

The Contractor shall furnish for review by the Government, not later than 30 days after receipt of notice to proceed, the Contractor Quality Control (CQC) Plan proposed to implement the requirements of the Contract Clause titled "Inspection of Construction." The plan shall identify personnel, procedures, control, instructions, test, records, and forms to be used. The Government will consider an interim plan for the first 90 days of operation. Construction will be permitted to begin only after acceptance of the CQC Plan or acceptance of an interim plan applicable to the particular feature of work to be started. Work outside of the features of work included in an accepted interim plan will not be permitted to begin until acceptance of a CQC Plan or another interim plan containing the additional features of work to be started.

3.2.2 Content of the CQC Plan

The CQC Plan shall include, as a minimum, the following to cover all construction operations, both onsite and offsite, including work by

subcontractors, fabricators, suppliers, and purchasing agents:

- a. A description of the quality control organization, including a chart showing lines of authority and acknowledgment that the CQC staff shall implement the three phase control system for all aspects of the work specified. The staff shall include a CQC System Manager who shall report to the project superintendent.
- b. The name, qualifications (in resume format), duties, responsibilities, and authorities of each person assigned a CQC function. Technicians responsible for sampling and testing of concrete shall be certified by the American Concrete Institute (ACI) or the Concrete Technicians Association of Hawaii (CTAH). Proof of certification shall be included in the CQC Plan. Personnel qualifications may be furnished incrementally as the work progresses, but in no case, less than fourteen (14) calendar days before personnel are required on the job.
- c. A copy of the letter to the CQC System Manager signed by an authorized official of the firm which describes the responsibilities and delegates sufficient authorities to adequately perform the functions of the CQC System Manager, including authority to stop work which is not in compliance with the contract. The CQC System Manager shall issue letters of direction to all other various quality control representatives outlining duties, authorities, and responsibilities. Copies of these letters shall also be furnished to the Government.
- d. Procedures for scheduling, reviewing, certifying, and managing submittals, including those of subcontractors, offsite fabricators, suppliers, and purchasing agents. These procedures shall be in accordance with Section 01330 SUBMITTAL PROCEDURES.
- e. Control, verification, and acceptance testing procedures for each specific test to include the test name, specification paragraph requiring test, feature of work to be tested, test frequency, and person responsible for each test.
- f. Procedures for tracking preparatory, initial, and follow-up control phases and control, verification, and acceptance tests including documentation.
- g. Procedures for tracking construction deficiencies from identification through acceptable corrective action. These procedures shall establish verification that identified deficiencies have been corrected.
- h. Reporting procedures, including proposed reporting formats.
- i. A list of the definable features of work. A definable feature of work is a task which is separate and distinct from other tasks, has separate control requirements, and may be identified by different trades or disciplines, or it may be work by the same trade in a different environment. Although each section of the specifications may generally be considered as a definable feature of work, there are frequently more than one definable features under a particular section. This list will be agreed upon during the coordination meeting.

3.2.3 Acceptance of Plan

Acceptance of the Contractor's plan is required prior to the start of construction. Acceptance is conditional and will be predicated on satisfactory performance during the construction. The Government reserves the right to require the Contractor to make changes in his CQC Plan and operations including removal of personnel, as necessary, to obtain the quality specified.

3.2.4 Notification of Changes

After acceptance of the CQC Plan, the Contractor shall notify the Contracting Officer in writing of any proposed change. Proposed changes are subject to acceptance by the Contracting Officer.

3.3 COORDINATION MEETING

After the Preconstruction Conference, before start of construction, and prior to acceptance by the Government of the CQC Plan, the Contractor shall meet with the Contracting Officer or Authorized Representative and discuss the Contractor's quality control system. The CQC Plan shall be submitted for review a minimum of 7 calendar days prior to the Coordination Meeting. During the meeting, a mutual understanding of the system details shall be developed, including the forms for recording the CQC operations, control activities, testing, administration of the system for both onsite and offsite work, and the interrelationship of Contractor's Management and control with the Government's Quality Assurance. Minutes of the meeting shall be prepared by the Government and signed by both the Contractor and the Contracting Officer. The minutes shall become a part of the contract file. There may be occasions when subsequent conferences will be called by either party to reconfirm mutual understandings and/or address deficiencies in the CQC system or procedures which may require corrective action by the Contractor.

3.4 QUALITY CONTROL ORGANIZATION

3.4.1 General

The requirements for the CQC organization are a CQC System Manager and sufficient number of additional qualified personnel to ensure contract compliance. The Contractor shall provide a CQC organization which shall be at the site at all times during progress of the work and with complete authority to take any action necessary to ensure compliance with the contract. All CQC staff members shall be subject to acceptance by the Contracting Officer.

3.4.2 CQC System Manager

\*\*\*\*\*  
**NOTE: The designer should insert desired requirements, evaluate the project to determine the level of CQC System Manager required, and select options accordingly.**  
\*\*\*\*\*

\*\*\*\*\*  
**NOTE: The CEGS directs that the designer insert**

desired requirements based on project knowledge. Except for major construction projects (hospitals, hotels, etc.) requiring project specific preparation for necessarily stricter CQC System Manager's requirement, one of the two following two paragraphs shall be selected by the designer, which will be reviewed by field office during BCOE review for validation or changing of option selection as preferred.

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**NOTE: Larger projects greater than \$1 million, choose 1st bracket. Smaller projects less than \$1 million, choose 2nd bracket.**

\*\*\*\*\*

[The Contractor shall identify as CQC System Manager an individual within the onsite work organization who shall be responsible for overall management of CQC and have the authority to act in all CQC matters for the Contractor. The CQC System Manager shall be a construction person with a minimum of 5 years in related work. This CQC System manager shall be on the site at all time during construction and shall be employed by the prime Contractor. The CQC System Manger shall be assigned no other duties. An alternate for the CQC System Manager shall be identified in the plan to serve in the event of the System Manager's absence. The requirements for the alternate shall be the same as the designated CQC System Manager.]

[The Contractor shall identify as CQC System Manager an individual within the onsite work organization who shall be responsible for overall management of CQC and have the authority to act in all CQC matters for the Contractor. The CQC System Manager shall be a construction person with a minimum of 5 years in related work. This CQC System Manager shall be on the site at all times during construction and shall be employed by the prime Contractor. The CQC System Manager shall be assigned as System Manager, but may have duties as project superintendent in addition to quality control. An alternate for the CQC System Manager shall be identified in the plan to serve in the event of the System Manager's absence. The requirement for the alternate shall be the same as for the designated CQC Systems Manager.]

3.4.3 CQC Personnel

\*\*\*\*\*

**NOTE: Insert desired requirements if the complexity, or size of the project warrants specialized individuals in specific disciplines to perform quality control. Select options accordingly.**

\*\*\*\*\*

In addition to CQC personnel specified elsewhere in the contract, the Contractor shall provide as part of the CQC organization specialized personnel to assist the CQC System Manager. If it is subsequently determined by the Contracting Officer that the minimum contract CQC requirements are not being met, the Contractor may be required to provide additional staff personnel to the CQC organization at no cost to the Government.

#### 3.4.4 Additional Requirement

The CQC System Manager shall have completed the course entitled "Construction Quality Management For Contractors". This course is periodically offered at the General Contractors Association of Hawaii.

#### 3.4.5 Organizational Changes

The Contractor shall maintain the CQC staff at full strength at all times. When it is necessary to make changes to the CQC staff, the Contractor shall revise the CQC Plan to reflect the changes and submit the changes to the Contracting Officer for acceptance.

#### 3.5 SUBMITTALS

Submittals shall be made as specified in Section 01330 SUBMITTAL PROCEDURES. The CQC organization shall be responsible for certifying that all submittals are in compliance with the contract requirements.

#### 3.6 CONTROL

Contractor Quality Control is the means by which the Contractor ensures that the construction, to include that of subcontractors and suppliers, complies with the requirements of the contract. At least three phases of control shall be conducted by the CQC System Manager for each definable feature of work as follows:

##### 3.6.1 Preparatory Phase

This phase shall be performed prior to beginning work on each definable feature of work, after all required plans/documents/materials are approved/accepted, and after copies are at the work site. This phase shall include:

- a. A review of each paragraph of applicable specifications.
- b. A review of the contract drawings.
- c. A check to assure that all materials and/or equipment have been tested, submitted, and approved.
- d. Review of provisions that have been made to provide required control inspection and testing.
- e. Examination of the work area to assure that all required preliminary work has been completed and is in compliance with the contract.
- f. A physical examination of required materials, equipment, and sample work to assure that they are on hand, conform to approved shop drawings or submitted data, and are properly stored.
- g. A review of the appropriate activity hazard analysis to assure safety requirements are met.
- h. Discussion of procedures for controlling quality of the work including repetitive deficiencies. Document construction tolerances and workmanship standards for that feature of work.

- i. A check to ensure that the portion of the plan for the work to be performed has been accepted by the Contracting Officer.
- j. Discussion of the initial control phase.

\*\*\*\*\*

**NOTE: Notification for preparatory phase shall be as follows:**

Oahu - 48 hours  
 Kwajalein - 72 hours  
 Outer Island - 7 days  
 Pacific Areas - Construction to provide during BCOE process review

\*\*\*\*\*

- k. The Government shall be notified at least [\_\_\_\_\_] [hours] [days] in advance of beginning the preparatory control phase. This phase shall include a meeting conducted by the CQC System Manager and attended by the superintendent, other CQC personnel (as applicable), and the foreman responsible for the definable feature. The results of the preparatory phase actions shall be documented by separate minutes prepared by the CQC System Manager and attached to the daily CQC report. The Contractor shall instruct applicable workers as to the acceptable level of workmanship required in order to meet contract specifications.

3.6.2 Initial Phase

This phase shall be accomplished at the beginning of a definable feature of work. The following shall be accomplished:

- a. A check of work to ensure that it is in full compliance with contract requirements. Review minutes of the preparatory meeting.
- b. Verify adequacy of controls to ensure full contract compliance. Verify required control inspection and testing.
- c. Establish level of workmanship and verify that it meets minimum acceptable workmanship standards. Compare with required sample panels as appropriate.
- d. Resolve all differences.
- e. Check safety to include compliance with and upgrading of the safety plan and activity hazard analysis. Review the activity analysis with each worker.

\*\*\*\*\*

**NOTE: Notificaton for initial phase shall be as follows:**

Oahu - 24 hours  
 Kwajalein - 72 - hours  
 OuterIsland - 7 days

\*\*\*\*\*

- f. The Government shall be notified at least [\_\_\_\_\_] [hours] [days] in advance of beginning the initial phase. Separate minutes of this phase shall be prepared by the CQC System Manager and attached to the daily CQC report. Exact location of initial phase shall be indicated for future reference and comparison with follow-up phases.
- g. The initial phase should be repeated for each new crew to work onsite, or any time acceptable specified quality standards are not being met.

### 3.6.3 Follow-up Phase

Daily checks shall be performed to assure control activities, including control testing, are providing continued compliance with contract requirements, until completion of the particular feature of work. The checks shall be made a matter of record in the CQC documentation. Final follow-up checks shall be conducted and all deficiencies corrected prior to the start of additional features of work which may be affected by the deficient work. The Contractor shall not build upon nor conceal non-conforming work.

### 3.6.4 Additional Preparatory and Initial Phases

Additional preparatory and initial phases shall be conducted on the same definable features of work if the quality of on-going work is unacceptable, if there are changes in the applicable CQC staff, onsite production supervision or work crew, if work on a definable feature is resumed after a substantial period of inactivity, or if other problems develop.

## 3.7 TESTS

### 3.7.1 Testing Procedure

The Contractor shall perform specified or required tests to verify that control measures are adequate to provide a product which conforms to contract requirements. Upon request, the Contractor shall furnish to the Government duplicate samples of test specimens for possible testing by the Government. Testing includes operation and/or acceptance tests when specified. The Contractor shall obtain the services of an industry recognized testing laboratory, or may establish a testing laboratory at the project site acceptable to the Contracting Officer. However, tests contractually required to be performed by an industry recognized testing laboratory shall not be accomplished by the Contractor established on-site laboratory. The Contractor shall perform the following activities and record and provide the following data:

- a. Verify that testing procedures comply with contract requirements.
- b. Verify that facilities and testing equipment are available and comply with testing standards.
- c. Check test instrument calibration data against certified standards.
- d. Verify that recording forms and test identification control number system, including all of the test documentation requirements, have been prepared.

- e. Results of all tests taken, both passing and failing tests, shall be recorded on the CQC report for the date taken. Specification paragraph reference, location where tests were taken, and the sequential control number identifying the test shall be given. If approved by the Contracting Officer, actual test reports may be submitted later with a reference to the test number and date taken. An information copy of tests performed by an offsite or commercial test facility shall be provided directly to the Contracting Officer. Failure to submit timely test reports as stated may result in nonpayment for related work performed and disapproval of the test facility for this contract.

3.7.2 Testing Laboratories

3.7.2.1 Laboratory Accreditation

The testing laboratory performing the actual testing on the project shall be accredited by one of the following laboratory accreditation authorities:

- American Association of State Highway and Transportation Officials
- National Voluntary Laboratory Accreditation Program
- American Association for Laboratory Accreditation
- Washington Association of Building Officials

The testing laboratory shall submit an acknowledgement letter from one of the listed laboratory accreditation authorities indicating that the application for accreditation has been received and the accreditation process started.

3.7.2.2 Capability Check

The Government reserves the right to check laboratory equipment in the proposed laboratory for compliance with the standards set forth in the contract specifications and to check the laboratory technician's testing procedures and techniques. Laboratories utilized for testing soils, concrete, asphalt, and steel shall meet criteria detailed in ASTM D 3740 and ASTM E 329.

3.7.2.3 Capability Recheck

If the selected laboratory fails the capability check, the Contractor shall reimburse the Government for each succeeding recheck of the laboratory or the checking of a subsequently selected laboratory. Such costs will be deducted from the contract amount due the Contractor.

3.7.3 Onsite Laboratory

The Government reserves the right to utilize the Contractor's control testing laboratory and equipment to make assurance tests and to check the Contractor's testing procedures, techniques, and test results at no additional cost to the Government.

3.7.4 Furnishing or Transportation of Samples for Testing

\*\*\*\*\*  
**NOTE: Insert appropriate addresses.**  
\*\*\*\*\*

Costs incidental to the transportation of samples or materials shall be

borne by the Contractor. Samples of materials for test verification and acceptance testing by the Government shall be delivered to a testing laboratory on the Island of Oahu, State of Hawaii, designated by the Contracting Officer. Coordination for each specific test, exact delivery location, and dates will be made through the Government field office.

### 3.8 COMPLETION INSPECTION

#### 3.8.1 Punch-Out Inspection

Near the completion of all work or any increment thereof established by a completion time stated in the Special Clause entitled "Commencement, Prosecution, and Completion of Work," or stated elsewhere in the specifications, the CQC System Manager shall conduct an inspection of the work and develop a punch list of items which do not conform to the approved drawings and specifications. Such a list of deficiencies shall be included in the CQC documentation, as required by paragraph DOCUMENTATION below, and shall include the estimated date by which the deficiencies will be corrected. The CQC System Manager or staff shall make a second inspection to ascertain that all deficiencies have been corrected. Once this is accomplished, the Contractor shall notify the Government that the facility is ready for the Government Pre-Final inspection.

#### 3.8.2 Pre-Final Inspection

The Government will perform this inspection to verify that the facility is complete and ready to be occupied. The QC Manager shall develop a punch list of items which do not conform to the contract documents. The Government will review the punch list and add to or correct the items listed. The QC Manager shall incorporate Government comments and provide a Pre-Final Punch List. The Contractor's CQC System Manager shall ensure that all items on this list have been corrected before notifying the Government so that a Final inspection with the customer can be scheduled. Any items noted on the Pre-Final inspection shall be corrected in a timely manner. These inspections and any deficiency corrections required by this paragraph shall be accomplished within the time slated for completion of the entire work or any particular increment thereof if the project is divided into increments by separate completion dates.

#### 3.8.3 Final Acceptance Inspection

The Contractor's Quality Control Inspection personnel, plus the superintendent or other primary management person, and the Contracting Officer's Representative shall be in attendance at this inspection. Additional Government personnel including, but not limited to, those from Base/Post Civil Facility Engineer user groups, and major commands may also be in attendance. The final acceptance inspection will be formally scheduled by the Contracting Officer based upon results of the Pre-Final inspection. Notice shall be given to the Contracting Officer at least 14 days prior to the final acceptance inspection and shall include the Contractor's assurance that all specific items previously identified to the Contractor as being unacceptable, along with all remaining work performed under the contract, will be complete and acceptable by the date scheduled for the final acceptance inspection. Failure of the Contractor to have all contract work acceptably complete for this inspection will be cause for the Contracting Officer to bill the Contractor for the Government's additional inspection cost in accordance with the contract clause titled "Inspection of Construction".

### 3.9 DOCUMENTATION

The Contractor shall maintain current records providing factual evidence that required quality control activities and/or tests have been performed. These records shall include the work of subcontractors and suppliers and shall be on an acceptable form that includes, as a minimum, the following information:

- a. Contractor/subcontractor and their area of responsibility.
- b. Operating plant/equipment with hours worked, idle, or down for repair.
- c. Work performed each day, giving location, description, and by whom. When Network Analysis (NAS) is used, identify each phase of work performed each day by NAS activity number.
- d. Test and/or control activities performed with results and references to specifications/drawings requirements. The control phase should be identified (Preparatory, Initial, Follow-up). List deficiencies noted along with corrective action.
- e. Quantity of materials received at the site with statement as to acceptability, storage, and reference to specifications/drawings requirements.
- f. Submittals reviewed, with contract reference, by whom, and action taken.
- g. Off-site surveillance activities, including actions taken.
- h. Job safety evaluations stating what was checked, results, and instructions or corrective actions.
- i. Instructions given/received and conflicts in plans and/or specifications.
- j. Contractor's verification statement.

These records shall indicate a description of trades working on the project; the number of personnel working; weather conditions encountered; and any delays encountered. These records shall cover both conforming and deficient features and shall include a statement that equipment and materials incorporated in the work and workmanship comply with the contract. The original and one copy of these records in report form shall be furnished to the Government daily within 24 hours after the date covered by the report, except that reports need not be submitted for days on which no work is performed. As a minimum, one report shall be prepared and submitted for every 7 days of no work and on the last day of a no work period. All calendar days shall be accounted for throughout the life of the contract. The first report following a day of no work shall be for that day only. Reports shall be signed and dated by the CQC System Manager. The report from the CQC System Manager shall include copies of test reports and copies of reports prepared by all subordinate quality control personnel.

### 3.10 NOTIFICATION OF NONCOMPLIANCE

The Contracting Officer will notify the Contractor of any detected

noncompliance with the foregoing requirements. The Contractor shall take immediate corrective action after receipt of such notice. Such notice, when delivered to the Contractor at the work site, shall be deemed sufficient for the purpose of notification. If the Contractor fails or refuses to comply promptly, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to such stop orders shall be made the subject of claim for extension of time or for excess costs or damages by the Contractor.

-- End of Section --

\*\*\*\*\*  
DEPARTMENT OF THE ARMY CEGS-01500 (February 1997)  
U.S. ARMY CORPS OF ENGINEERS -----  
Superseding  
CEGS-01500 (September 1993)

GUIDE SPECIFICATION FOR CONSTRUCTION

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DEPARTMENT OF THE ARMY  
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Superseding  
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GUIDE SPECIFICATION FOR CONSTRUCTION

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SECTION 01500

TEMPORARY CONSTRUCTION FACILITIES  
02/97

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NOTE: This guide specification covers the requirements for temporary construction facilities. This guide specification is to be used in the preparation of project specifications in accordance with ER 1110-1-8155.

Comments and suggestions on this guide specification are welcome and should be directed to the proponent of the specification. A listing of proponents, including their organization designation and telephone number, is at URL <http://www.hnd.usace.army.mil/techinfo/index.htm>, and an electronic feedback page for submission of recommended changes is available at the same address. Use of electronic communication is encouraged.

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1.1 GENERAL REQUIREMENTS

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NOTE: This guide specification includes requirements which may be included in projects when applicable. Requirements will be added, deleted, or modified as necessary to meet project requirements.

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1.1.1 Site Plan

The Contractor shall prepare a site plan indicating the proposed location and dimensions of any area to be fenced and used by the Contractor, the number of trailers to be used, avenues of ingress/egress to the fenced area and details of the fence installation. Any areas which may have to be graveled to prevent the tracking of mud shall also be identified. The Contractor shall also indicate if the use of a supplemental or other staging area is desired.

1.1.2 Identification of Employees

The Contractor shall be responsible for furnishing to each employee, and for requiring each employee engaged on the work to display, identification as approved and directed by the Contracting Officer. Prescribed identification shall immediately be delivered to the Contracting Officer for cancellation upon release of any employee. When required, the Contractor shall obtain and provide fingerprints of persons employed on the project. Contractor and subcontractor personnel shall wear identifying markings on hard hats clearly identifying the company for whom the employee works.

#### 1.1.3 Employee Parking

Contractor employees shall park privately owned vehicles in an area designated by the Contracting Officer. This area will be within reasonable walking distance of the construction site. Contractor employee parking shall not interfere with existing and established parking requirements of the military installation.

### 1.2 AVAILABILITY AND USE OF UTILITY SERVICES

#### 1.2.1 Payment for Utility Services

The Government will make all reasonably required utilities available to the Contractor from existing outlets and supplies, as specified in the contract. Unless otherwise provided in the contract, the amount of each utility service consumed shall be charged to or paid for by the Contractor at prevailing rates charged to the Government or, where the utility is produced by the Government, at reasonable rates determined by the Contracting Officer. The Contractor shall carefully conserve any utilities furnished without charge.

#### 1.2.2 Meters and Temporary Connections

The Contractor, at its expense and in a manner satisfactory to the Contracting Officer, shall provide and maintain necessary temporary connections, distribution lines, and meter bases (Government will provide meters) required to measure the amount of each utility used for the purpose of determining charges. The Contractor shall notify the Contracting Officer, in writing, 5 working days before final electrical connection is desired so that a utilities contract can be established. The Government will provide a meter and make the final hot connection after inspection and approval of the Contractor's temporary wiring installation. The Contractor shall not make the final electrical connection.

#### 1.2.3 Advance Deposit

An advance deposit for utilities consisting of an estimated month's usage or a minimum of \$50.00 will be required. The last monthly bills for the fiscal year will normally be offset by the deposit and adjustments will be billed or returned as appropriate. Services to be rendered for the next fiscal year, beginning 1 October, will require a new deposit. Notification of the due date for this deposit will be mailed to the Contractor prior to the end of the current fiscal year.

#### 1.2.4 Final Meter Reading

Before completion of the work and final acceptance of the work by the Government, the Contractor shall notify the Contracting Officer, in

writing, 5 working days before termination is desired. The Government will take a final meter reading, disconnect service, and remove the meters. The Contractor shall then remove all the temporary distribution lines, meter bases, and associated paraphernalia. The Contractor shall pay all outstanding utility bills before final acceptance of the work by the Government.

#### 1.2.5 Sanitation

The Contractor shall provide and maintain within the construction area minimum field-type sanitary facilities approved by the Contracting Officer.

Government toilet facilities will not be available to Contractor's personnel.

#### 1.2.6 Telephone

The Contractor shall make arrangements and pay all costs for telephone facilities desired.

### 1.3 BULLETIN BOARD, PROJECT SIGN, AND PROJECT SAFETY SIGN

#### 1.3.1 Bulletin Board

Immediately upon beginning of work, the Contractor shall provide a weatherproof glass-covered bulletin board not less than 36 by 48 inches in size for displaying the Equal Employment Opportunity poster, a copy of the wage decision contained in the contract, Wage Rate Information poster, and other information approved by the Contracting Officer. The bulletin board shall be located at the project site in a conspicuous place easily accessible to all employees, as approved by the Contracting Officer. Legible copies of the aforementioned data shall be displayed until work is completed. Upon completion of work the bulletin board shall be removed by and remain the property of the Contractor.

#### 1.3.2 Project and Safety Signs

The requirements for the signs, their content, and location shall be as shown on the drawings. The signs shall be erected within 15 days after receipt of the notice to proceed. The data required by the safety sign shall be corrected daily, with light colored metallic or non-metallic numerals. Upon completion of the project, the signs shall be removed from the site.

### 1.4 PROTECTION AND MAINTENANCE OF TRAFFIC

During construction the Contractor shall provide access and temporary relocated roads as necessary to maintain traffic. The Contractor shall maintain and protect traffic on all affected roads during the construction period except as otherwise specifically directed by the Contracting Officer. Measures for the protection and diversion of traffic, including the provision of watchmen and flagmen, erection of barricades, placing of lights around and in front of equipment and the work, and the erection and maintenance of adequate warning, danger, and direction signs, shall be as required by the State and local authorities having jurisdiction. The traveling public shall be protected from damage to person and property. The Contractor's traffic on roads selected for hauling material to and from the site shall interfere as little as possible with public traffic. The Contractor shall investigate the adequacy of existing roads and the allowable load limit on these roads. The Contractor shall be responsible

for the repair of any damage to roads caused by construction operations.

#### 1.4.1 Haul Roads

The Contractor shall, at its own expense, construct access and haul roads necessary for proper prosecution of the work under this contract. Haul roads shall be constructed with suitable grades and widths; sharp curves, blind corners, and dangerous cross traffic shall be avoided. The Contractor shall provide necessary lighting, signs, barricades, and distinctive markings for the safe movement of traffic. The method of dust control, although optional, shall be adequate to ensure safe operation at all times. Location, grade, width, and alignment of construction and hauling roads shall be subject to approval by the Contracting Officer. Lighting shall be adequate to assure full and clear visibility for full width of haul road and work areas during any night work operations. Upon completion of the work, haul roads designated by the Contracting Officer shall be removed.

#### 1.4.2 Barricades

The Contractor shall erect and maintain temporary barricades to limit public access to hazardous areas. Such barricades shall be required whenever safe public access to paved areas such as roads, parking areas or sidewalks is prevented by construction activities or as otherwise necessary to ensure the safety of both pedestrian and vehicular traffic. Barricades shall be securely placed, clearly visible with adequate illumination to provide sufficient visual warning of the hazard during both day and night.

### 1.5 CONTRACTOR'S TEMPORARY FACILITIES

#### 1.5.1 Administrative Field Offices

The Contractor shall provide and maintain administrative field office facilities within the construction area at the designated site. Government office and warehouse facilities will not be available to the Contractor's personnel.

#### 1.5.2 Storage Area

The Contractor shall construct a temporary 6 foot high chain link fence around trailers and materials. The fence shall include plastic strip inserts, colored [green] [brown], so that visibility through the fence is obstructed. Fence posts may be driven, in lieu of concrete bases, where soil conditions permit. Trailers, materials, or equipment shall not be placed or stored outside the fenced area unless such trailers, materials, or equipment are assigned a separate and distinct storage area by the Contracting Officer away from the vicinity of the construction site but within the military boundaries. Trailers, equipment, or materials shall not be open to public view with the exception of those items which are in support of ongoing work on any given day. Materials shall not be stockpiled outside the fence in preparation for the next day's work. Mobile equipment, such as tractors, wheeled lifting equipment, cranes, trucks, and like equipment, shall be parked within the fenced area at the end of each work day.

#### 1.5.3 Supplemental Storage Area

Upon Contractor's request, the Contracting Officer will designate another or supplemental area for the Contractor's use and storage of trailers,

equipment, and materials. This area may not be in close proximity of the construction site but shall be within the military boundaries. Fencing of materials or equipment will not be required at this site; however, the Contractor shall be responsible for cleanliness and orderliness of the area used and for the security of any material or equipment stored in this area. Utilities will not be provided to this area by the Government.

#### 1.5.4 Appearance of Trailers

Trailers utilized by the Contractor for administrative or material storage purposes shall present a clean and neat exterior appearance and shall be in a state of good repair. Trailers which, in the opinion of the Contracting Officer, require exterior painting or maintenance will not be allowed on the military property.

#### 1.5.5 Maintenance of Storage Area

Fencing shall be kept in a state of good repair and proper alignment. Should the Contractor elect to traverse, with construction equipment or other vehicles, grassed or unpaved areas which are not established roadways, such areas shall be covered with a layer of gravel as necessary to prevent rutting and the tracking of mud onto paved or established roadways; gravel gradation shall be at the Contractor's discretion. Grass located within the boundaries of the construction site shall be mowed for the duration of the project. Grass and vegetation along fences, buildings, under trailers, and in areas not accessible to mowers shall be edged or trimmed neatly.

#### 1.5.6 New Building

In the event a new building is constructed for the temporary project field office, it shall be a minimum 12 feet in width, 16 feet in length and have a minimum of 7 feet headroom. It shall be equipped with approved electrical wiring, at least one double convenience outlet and the required switches and fuses to provide 110-120 volt power. It shall be provided with a work table with stool, desk with chair, two additional chairs, and one legal size file cabinet that can be locked. The building shall be waterproof, shall be supplied with heater, shall have a minimum of two doors, electric lights, a telephone, a battery operated smoke detector alarm, a sufficient number of adjustable windows for adequate light and ventilation, and a supply of approved drinking water. Approved sanitary facilities shall be furnished. The windows and doors shall be screened and the doors provided with dead bolt type locking devices or a padlock and heavy duty hasp bolted to the door. Door hinge pins shall be non-removable. The windows shall be arranged to open and to be securely fastened from the inside. Glass panels in windows shall be protected by bars or heavy mesh screens to prevent easy access to the building through these panels. In warm weather, air conditioning capable of maintaining the office at 50 percent relative humidity and a room temperature 20 degrees F below the outside temperature when the outside temperature is 95 degrees F, shall be furnished. Any new building erected for a temporary field office shall be maintained by the Contractor during the life of the contract and upon completion and acceptance of the work shall become the property of the Contractor and shall be removed from the site. All charges for telephone service for the temporary field office shall be borne by the Contractor, including long distance charges up to a maximum of \$75.00 per month.

#### 1.5.7 Security Provisions

Adequate outside security lighting shall be provided at the Contractor's temporary facilities. The Contractor shall be responsible for the security of its own equipment; in addition, the Contractor shall notify the appropriate law enforcement agency requesting periodic security checks of the temporary project field office.

## 1.6 GOVERNMENT FIELD OFFICE

### 1.6.1 Resident Engineer's Office

The Contractor shall provide the Government Resident Engineer with an office, approximately 200 square feet in floor area, located where directed and providing space heat, electric light and power, and toilet facilities consisting of one lavatory and one water closet complete with connections to water and sewer mains. A mail slot in the door or a lockable mail box mounted on the surface of the door shall be provided. At completion of the project, the office shall remain the property of the Contractor and shall be removed from the site. Utilities shall be connected and disconnected in accordance with local codes and to the satisfaction of the Contracting Officer.

### 1.6.2 Trailer-Type Mobile Office

The Contractor may, at its option, furnish and maintain a trailer-type mobile office acceptable to the Contracting Officer and providing as a minimum the facilities specified above. The trailer shall be securely anchored to the ground at all four corners to guard against movement during high winds.

## 1.7 PLANT COMMUNICATION

Whenever the Contractor has the individual elements of its plant so located that operation by normal voice between these elements is not satisfactory, the Contractor shall install a satisfactory means of communication, such as telephone or other suitable devices. The devices shall be made available for use by Government personnel.

## 1.8 TEMPORARY PROJECT SAFETY FENCING

As soon as practicable, but not later than 15 days after the date established for commencement of work, the Contractor shall furnish and erect temporary project safety fencing at the work site. The safety fencing shall be a high visibility orange colored, high density polyethylene grid or approved equal, a minimum of 42 inches high, supported and tightly secured to steel posts located on maximum 10 foot centers, constructed at the approved location. The safety fencing shall be maintained by the Contractor during the life of the contract and, upon completion and acceptance of the work, shall become the property of the Contractor and shall be removed from the work site.

## 1.9 CLEANUP

Construction debris, waste materials, packaging material and the like shall be removed from the work site daily. Any dirt or mud which is tracked onto paved or surfaced roadways shall be cleaned away. Materials resulting from demolition activities which are salvageable shall be stored within the fenced area described above or at the supplemental storage area. Stored material not in trailers, whether new or salvaged, shall be neatly stacked when stored.

1.10 RESTORATION OF STORAGE AREA

Upon completion of the project and after removal of trailers, materials, and equipment from within the fenced area, the fence shall be removed and will become the property of the Contractor. Areas used by the Contractor for the storage of equipment or material, or other use, shall be restored to the original or better condition. Gravel used to traverse grassed areas shall be removed and the area restored to its original condition, including top soil and seeding as necessary.

-- End of Section --

\*\*\*\*\*  
DEPARTMENT OF THE ARMY HED-01600 (Sept 1998)  
U.S. ARMY CORPS OF ENGINEERS  
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Superseding HED

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SECTION 01600

YEAR 2000 COMPLIANCE  
09/98

PART 1 GENERAL

1.1 DEFINITIONS

Refer to definitions in statement entitled "YEAR 2000 COMPLIANCE - CONSTRUCTION CONTRACTS" in Section 00800, Special Contract Requirements, for the following terms:

- "Information technology"
- "Embedded Systems"
- "Year 2000 Compliant"

\*\*\*\*\*  
**NOTE: SECTION 00800 TO BE INSERTED BY POH CONTRACTING OFFICE.**  
\*\*\*\*\*

1.2 GENERAL REQUIREMENTS

1.2.1 Year 2000 (Y2K) Compliance Requirements

Refer to statement entitled "YEAR 2000 COMPLIANCE - CONSTRUCTION CONTRACTS" in Section 00800, Special Contract Requirements, for Y2K compliance requirement.

\*\*\*\*\*  
**NOTE: SECTION 00800 TO BE INSERTED BY POH CONTRACTING OFFICE.**  
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1.2.2 Y2K Compliance Warranty.

Refer to clause entitled "WARRANTY OF CONSTRUCTION" in Section 00700, Contract Clauses, for warranty requirements.

\*\*\*\*\*  
**NOTE: SECTION 00700 TO BE INSERTED BY POH CONTRACTING OFFICE.**  
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1.3 SUBMITTALS

Government approval is required for submittals with a "GA" designation; submittals having an "FIO" designation are for information only. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Data

Inventory of Y2K Compliant Equipment; FIO

The Contractor shall provide an inventory of all information technology, including embedded systems (a.k.a. microprocessor-based equipment) furnished under this contract which may be affected by this Y2K compliance requirement. This inventory shall contain the following information:

- Contract number, project title, name of contractor
- Equipment name/label
- Indication on whether the information technology is currently Year 2000 compliant or requires an upgrade for compliance prior to government acceptance.
- Manufacturer's model/serial number and date manufactured
- Specific location of equipment, i.e., building/room number
- If equipment is a controller only, indicate what other equipment is controlled by this controller
- Interoperability: identify any other equipment that is sending/receiving information to monitor or control said equipment
- If a PC, including laptop, is required to program, update data, etc., of said equipment, provide PC specifications, operating software name and version number
- Method used to determine Y2K compliance, i.e., field test, manufacturer's Statement of Compliance, etc.

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NOTE: NOTE: The following paragraphs covering Field Validation Test Procedures [SD-06], Field Validation Test Reports [SD-09], and Statement of Compliance [SD-18] will be included only in projects which contain high priority systems such as fire alarm and other life safety systems, electronic security, entry control systems, environment and health systems, emergency generators, uninterruptible power supplies (UPS), medical systems, elevators, generators and mission critical systems. In some case, HVAC systems and lighting controls may be considered high priority systems, depending on the type of facility

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SD-06 Instructions

Y2K Field Validation Test Procedure; GA

The Contractor shall develop a Y2K field validation test procedure for each of the equipment/systems listed below and incorporate the minimum test

requirements specified in PART 3. In those cases where individual components or equipment are interconnected as a system or subsystem, the entire system or subsystem will also be tested. If there is an interface where time and date data is transferred to any other equipment or system, whether the system is existing or contractor installed, the interface will be included in the system validation test. The Contractor shall contact the manufacturer of the information technology, including embedded systems, to obtain information on recommended testing procedures. If the manufacturer indicates that the information technology, including embedded systems, can not be tested due to possible damage to the equipment, loss of function, etc., the Contractor shall obtain Statement of Compliance from the manufacturer and submit it according to the SD-18 Records. All test procedures require government approval prior to testing and a government representative must witness all testing.

- Fire detection and alarm systems
- Electronic security systems
- Utility monitoring and Control Systems
- Medical equipment systems
- Emergency generators
- Elevator controllers

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**NOTE: . The above list of equipment shall be tailored to fit the project.**  
\*\*\*\*\*

SD-09 Reports

Y2K Field Validation Test Reports; FIO

Test procedures and reports for Y2K Field Validation Testing. After receipt by the Contractor of written approval of the test procedures, the Contractor shall schedule the tests. Reports of the results of the field validation testing shall be delivered to the Government within 7 days after completion of each test.

SD-18 Records

Statement of Compliance, FIO

For each information technology, including information technology in embedded (a.k.a. microprocessor-based equipment), furnished under this project, that cannot be field tested for Y2K compliance, provide a Statement of Compliance from the manufacturer that information technology is Year 2000 compliant as defined in statement entitled "YEAR 2000 COMPLIANCE - CONSTRUCTION CONTRACTS." Statement of Compliance shall be signed by official authorized to sign on behalf of the manufacturer to attest for the Y2K compliance. The statement shall include the name and title of the individual signing the statement with the date of signature. The statement must be dated after issuance of the solicitation.

This statement shall also include the solicitation or contract number, project title, name of the Contractor, equipment name/label, manufacturer's label, manufacturer's model/serial number and date manufactured, and location of the equipment (i.e., building/room number.)

PART 2 PRODUCTS

## 2.1 EMBEDDED SYSTEMS

Refer to statement entitled "YEAR 2000 COMPLIANCE - CONSTRUCTION CONTRACTS" in Section 00800, Special Contract Requirements, for examples of information technology and embedded systems. Attachment, entitled "Examples of Embedded Systems" at the back of Section 00800, Special Contract Requirements, provides examples of embedded system.

## PART 3 EXECUTION (NOT APPLICABLE)

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**NOTE: The following paragraphs will be included in the project specifications only if the project contains high priority systems. High priority systems include fire alarm and other life safety systems, electronic security, entry control systems, environment and health systems, emergency generators, uninterruptible power supplies (UPS), medical systems, elevators, generators and mission critical systems. In some case, HVAC systems and lighting controls may be considered critical systems, depending on the type of facility. If the following paragraphs are included in the project specifications, the words '(Not applicable)' shall be deleted from PART 3 EXECUTION.**

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## 3.1 TESTS

### 3.1.1 General Testing Requirements

The Contractor shall perform field validation testing and adjustment of the information technology, including embedded systems (a.k.a. microprocessor-based equipment), furnished under this contract which may be affected by this Y2K compliance requirement. The Contractor shall provide the personnel, equipment, instrumentation, and supplies necessary to perform the testing. Written notification of planned testing shall be given to the Government at least 30 days prior to the test; notice shall not be given until the Contractor has received written approval of the specific test procedures. Test procedures shall explain, in detail, step-by-step actions and expected results demonstrating compliance with the requirements of the specification. Test reports shall be used to document results of the tests.

### 3.1.2 Minimum Test Requirements

As a minimum, all equipment and systems will be tested to assure that they correctly calculate critical Y2K dates including, but not limited to:

- (1) 1 January 2000
- (2) 29 February 2000 - Required because 1900 was not a leap year
- (3) 9 April 1999 - 99<sup>th</sup> day of the year, which may be 9999 in the Julian calendar, which may be interpreted as an error code.
- (4) 9 September 1999 - In systems using day, month, year date format, date may be 9999, which may be interpreted as an error code.
- (5) 10 January 2000 - The first date that requires 7 characters
- (6) 10 October 2000 - The first date that requires 8 characters

Each equipment or system will be tested to assure that the above dates are calculated correctly when they are encountered while the equipment is powered up and functioning properly and that they will return to the correct date after the date is encountered and the equipment is powered down and restarted.

-- End of Section --

SECTION 01700 - CONTRACT CLOSEOUT

PART I - GENERAL

1.1 OPERATION AND MAINTENANCE MANUALS

For requirements on operation and maintenance manuals see Section: 00800 SPECIAL CONTRACT REQUIREMENTS.

1.2 VIDEOTAPING OF TRAINING FOR OPERATING AND SERVICE PERSONNEL

Each instruction or training period for operating and service personnel, shall be videotaped in VHS FORMAT by the Contractor. The taping shall include the entire session, and the original video tape(s) shall be labeled and turned over to the Contracting Officer. The video camera and tapes utilized by the Contractor, shall be of a quality to enable clear and understandable playbacks of the recorded events. The Contractor shall coordinate the content of each instruction period required in the Technical Provisions of these specifications with the Contracting Officer's representative prior to the actual start of the training period.

1.3 AS-BUILT DRAWINGS

For requirements on as-built drawings see Section 00800 SPECIAL CONTRACT REQUIREMENTS.

1.4 ADDITIONAL WARRANTY REQUIREMENTS

The warranty requirements specified in this paragraph are in addition to those specified in the Contract Clause WARRANTY OF CONSTRUCTION in Section 00700 CONTRACT CLAUSES.

1.4.1 Performance Bond

It is understood that the Contractor's Performance Bond will remain effective throughout the life of all warranties and warranty extensions. This paragraph is applicable to the Contractor's Warranty of Construction Only and does not apply to manufacturers' warranties on equipment, roofing, and other products.

(a) In the event the Contractor or his designated representative fails to commence and diligently pursue any work required under the Warranty of Construction Paragraph within a reasonable time after receipt of written notification pursuant to the requirements thereof, the Contracting Officer shall have a right to enforce the said work be performed under the Performance Bond by making written notice on the surety. If the surety fails or refuses to perform the obligation it assumed under the Performance Bond, the Contracting officer shall have the work performed by others, and after completion of the work, shall make demand for reimbursement of any or all expenses incurred by the Government while performing the work, including, but not limited to administrative expenses.

(b) Warranty repair work which threatens the health or safety of personnel, the physical safety of property or equipment, or which impairs operations, habitability of living spaces, etc., will be handled by the Contractor on an immediate basis as directed verbally by the Contracting Officer or his Authorized Representative. Written verification will follow verbal instructions. Failure of the Contractor to respond as verbally directed will be cause for the Contracting Officer or his authorized representative to have the warranty repair work performed by others and to proceed against the Contractor as outlined in the paragraph (a) above.

#### 1.4.2 Pre-warranty Conference

Prior to contract completion and at a time designated by the Contracting Officer or his Authorized Representative, the Contractor shall meet with the Contracting Officer to develop a mutual understanding with respect to the requirements of Contract Clause WARRANTY OF CONSTRUCTION. Communication procedures for Contractor notification of warranty defects, priorities with respect to the type of defeat, reasonable time required for Contractor response, and other details deemed necessary by the Contracting Officer or his Authorized Representative for the execution of the construction warranty shall be established/reviewed at this conference.

In connection with these requirements and at the time of the Contractor's quality control completion inspection, the Contractor will furnish the name, telephone number and address of a licensed and bonded company which is authorized to initiate and pursue warranty work action on behalf of the Contractor. This single point of contact will be located within the local service area of the warranted construction, will be continuously available, and will be responsive to Government inquiry on warranty work action and status. This requirement does not relieve the Contractor of any of his responsibilities in connection with contract clause or WARRANTY OF CONSTRUCTION.

#### 1.4.3 Equipment Warranty Identification Tags

The Contractor shall provide warranty identification tags on all equipment installed under this contract. Tags and installation shall be in accordance with the requirements of Paragraph: EQUIPMENT IDENTIFICATION TAGS.

### 1.5 EQUIPMENT WARRANTY IDENTIFICATION TAGS

#### 1.5.1 General Requirements

The Contractor shall provide warranty identification tags on all Contractor and Government furnished equipment which he has installed.

##### 1.5.1.1 Tag Description and Installation

The tags shall be similar in format and size to the exhibits provided by this specification, they shall be suitable for interior and exterior locations, resistant to solvents, abrasion, and to fading caused by sunlight, precipitation, etc. These tags shall have a permanent pressure-sensitive adhesive back, and they shall be installed in a position that is easily (or most easily) noticeable. Contractor furnished equipment that has differing warranties on its components will have each component tagged.

##### 1.5.1.2 Sample Tags

Sample tags shall be submitted to the Contracting Officer's Authorized Representative for his review and approval. These tags shall be filled out representative of how the Contractor will complete all other tags.

##### 1.5.1.3 Tags for Warranted Equipment

The tag for this equipment shall be similar to the following. Exact format and size will be as approved by the Contracting Officer's Authorized Representative. The Contractor's warranty expiration date and the final manufacturer's warranty expiration dates will be determined as specified by the Paragraph: WARRANTY OF CONSTRUCTION.

EQUIPMENT WARRANTY CONTRACTOR FURNISHED EQUIPMENT	
MFG	_____ MODEL NO. _____
SERIAL NO.	_____
CONTRACT NO.	_____
CONTRACTOR NAME	_____
CONTRACTOR WARRANTY EXPIRES	_____
MFG WARRANTY (IES) EXPIRES	_____

EQUIPMENT WARRANTY CONTRACTOR FURNISHED EQUIPMENT	
MFG	_____ MODEL NO. _____
SERIAL NO.	_____
CONTRACT NO.	_____
DATE EQUIP PLACED IN SERVICE	_____
MFG WARRANTY (IES) EXPIRES	_____

1.5.1.4 Duplicate Information

If the manufacturer's name (MFG), model number and serial number are on the manufacturer's equipment data plate and this data plate is easily found and fully legible, this information need not be duplicated on the equipment warranty tag.

1.5.2 Execution

The Contractor will complete the required information on each tag and install these tags on the equipment by the time of and as a condition of final acceptance of the equipment. The Contractor will schedule this activity in the Contractor progress reporting system. The final acceptance inspection is scheduled based upon notice from the Contractor, thus if the Contractor is at fault in this inspection being delayed, the Contractor shall, at his own expense, update the in-service and warranty expiration dates on these tags.

1.5.3 Payment

The work outlined above is a subsidiary portion of the contract work, and has a value to the Government approximating 5% of the value of the Contractor furnished equipment. The Contractor will assign up to that amount, as approved by the Contracting Officer's Authorized Representative.

#### 1.5.4 Equipment Warranty Tag Replacement

Under the terms of this contract, the Contractor's warranty with respect to work repaired or replaced shall be for one year from the date of repair or replacement. Such activity shall include an updated warranty identification tag on the repaired or replaced equipment. The tag shall be furnished and installed by the Contractor, and shall be identical to the original tag, except that the Contractor's warranty expiration date will be one year from the date of acceptance of the repair or replacement.

#### 1.6 INVENTORY OF CONTRACTOR FURNISHED AND INSTALLED EQUIPMENT

A list of equipment or units of equipment that: require electrical power or fuel, or may require removal or replacement such as AHUs, fans, air conditioners, compressors, condensers, boiler, thermal exchangers, pumps, cooling towers, tanks, fire hydrants, sinks, water closets, lavatories, urinals, shower stalls, and any other large plumbing fixtures, light fixtures, etc., shall be made and kept up to date as installed. The list shall be reviewed periodically by the Government to insure completeness and accuracy. Partial payment will be withheld for equipment not incorporated in the list. List shall include on each item as applicable: Description, Manufacturer, Model or Catalog No., Serial No., Input (power, voltage, BTU, etc.), Output (power, voltage, BTU, tons, etc.), Size or Capacity (tanks), and net inventory costs; any other data necessary to describe item and shall list all warrantors and warranty periods for each item of equipment. Final list shall be turned over to the Authorized Representative of the Contracting Officer at the time of the Contractor's quality control completion inspection.

#### 1.7 INVENTORY OF GOVERNMENT FURNISHED CONTRACTOR INSTALLED EQUIPMENT (GF/CI)

A list of all GF/CI equipment shall be developed for each Task Order and updated as necessary to reflect contract changes. Equipment items will be as defined under inventory of Contractor furnished equipment above and the list shall include, on each item, as applicable, the same information. The final list shall be turned over to the Contracting Officer's Representative, at the time of the Contractor's quality control inspection.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

-- End of Section --

\*\*\*\*\*  
DEPARTMENT OF THE ARMY HED-01900 (September 1999)  
U.S. ARMY CORPS OF ENGINEERS -----

Supercedes (February 1998)

GUIDE SPECIFICATION FOR MILITARY CONSTRUCTION

\*\*\*\*\*

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GUIDE SPECIFICATION FOR MILITARY CONSTRUCTION

\*\*\*\*\*

SECTION 01900

MISCELLANEOUS PROVISIONS

09/99

\*\*\*\*\*

NOTE: This guide specification covers the requirements for miscellaneous provisions. This guide specification is to be used in the preparation of project specifications in accordance with ER 110-345-720.

\*\*\*\*\*

PART 1 GENERAL

This section is provided for general guidance only. Special provisions for each individual task order will be provided as required. This section shall be included and modified, if required, for work plans prepared under each task order in this contract.

1.1 SUBMITTALS

\*\*\*\*\*

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

Indicate submittal classification in the blank space using "GA" when the submittal requires Government approval or "FIO" when the submittal is for information only.

\*\*\*\*\*

Government approval is required for submittals with a "GA" designation; submittals having a "FIO" designation are for information only. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Data

Equipment Data; FIO.

\*\*\*\*\*

NOTE: Include this submittal for all Kwajalein projects. Delete this submittal for all other projects unless otherwise directed by the POD Technical Manager.

\*\*\*\*\*

A list of all equipment furnished under this contract. This list shall include, but not be limited to, each piece of equipment with a serial number, and shall include all information shown on the manufacturer's nameplate, so as to positively identify the piece of equipment. This list shall also include the cost of each piece of equipment (less installation costs) F.O.B. construction site. This list shall be furnished as soon as possible after equipment is purchased. The list shall consist of one (1) reproducible and three (3) copies, and shall be furnished to the Contracting Officer not later than thirty (30) calendar days prior to completion of any segment of the contract work which has an incremental completion date.

SD-04 Drawings

As-Built Drawings; FIO.

SD-07 Schedules

Progress Chart; GA. Bar Chart; GA.

\*\*\*\*\*

**NOTE: SD-07 Schedules and SD-09 Reports were developed for and will be retained for family housing projects.**

\*\*\*\*\*

The Contractor shall prepare and submit for approval by the Contracting Officer a progress chart in accordance with the CONTRACT CLAUSE entitled "SCHEDULE FOR CONSTRUCTION CONTRACTS" twenty-one (21) calendar days prior to initiation of any work. Any material change to the progress chart must be approved in writing in advance by the Contracting Officer. [In addition to and along with the progress chart for the overall project, the Contractor shall submit for approval by the Contracting Officer a bar chart [for each type of [building[ [dwelling unit] to be renovated under this contract,] showing the sequence and duration of the various elements of Construction to be performed [on that type of [building] [dwelling unit]]. Any proposed changes to the approved schedule shall be requested by the Contractor in writing a minimum of fourteen (14) calendar days prior to the proposed start of work.

SD-09 Reports

Inspection of Existing Conditions; FIO.

A written report with color photographs noting the condition of the existing facilities at the time of the inspection. One copy of the report including photographs shall be submitted to the [[Barbers Point] [Fort Shafter] [Hickam] [Kaneohe] [Pearl Harbor] [Schofield] Area Family Housing Office] [Contracting Officer], prior to construction.

SD-18 Records

Dust Control; GA.

Method(s) of dust control.

Excavation/Trenching Clearance; FIO.

Prior to start of any excavation or trenching work, the Contractor shall obtain clearance, in writing, from the appropriate communications agency and base or area engineer. Copies of all correspondence shall be provided the Contracting Officer. Normal coordination time for obtaining the necessary permits is approximately fifteen (15) calendar days. The Contractor shall advise the Contracting Officer promptly when it appears that the normal coordination time will be exceeded.

Condition of Contractor's Operation or Storage Area; FIO.

The Contractor shall submit to the Contracting Officer photographs and/or videos depicting the condition of the Contractor's Operation or Storage Area.

#### 1.2 CONTRACTOR QUALITY CONTROL

To assure compliance with contract requirements, the Contractor shall establish and maintain quality control for materials and work covered by all sections of the TECHNICAL REQUIREMENTS in accordance with Section 01451 CONTRACTOR QUALITY CONTROL. Records shall be maintained for all operations including sampling and testing.

#### 1.3 AS-BUILT DRAWINGS

As-built drawings shall be in accordance with SPECIAL CONTRACT REQUIREMENT entitled "AS-BUILT DRAWINGS".

#### 1.4 DUST CONTROL

\*\*\*\*\*  
**NOTE: If Section 02220 Demolition is made part of these project specifications, retain the first bracketed sentence and delete the second bracketed sentences.**  
\*\*\*\*\*

[Dust control shall be in accordance with Section 02220 DEMOLITION.] [The amount of dust resulting from the Contractor's work shall be controlled to prevent the spread of dust to occupied portions of the construction site and to avoid creation of a nuisance in the surrounding area. Use of water will not be permitted when it will result in, or create, hazardous or objectionable conditions such as flooding and pollution.] Measures shall also be taken for dust control along haul routes and equipment parking areas.

#### 1.5 PROTECTION

The Contractor shall take all necessary precautions to insure that no damages to private or public property will result from his operations. Any such damages shall be repaired or property replaced by the Contractor in accordance with the CONTRACT CLAUSES entitled "PERMITS AND RESPONSIBILITIES" and "PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS", without delay, and at no cost to the Government.

##### 1.5.1 Warning Signs and Barricades

The Contractor shall be responsible for posting warning signs or erecting temporary barricades to provide for safe conduct of work and protection of

property.

1.5.2 Protection of Grassed and Landscaped Areas

The Contractor's vehicles shall be restricted to paved roadways and driveways. Vehicles shall not be driven or parked on grassed and/or landscaped areas except when absolutely necessary for the performance of the work and approved in advance by the Contracting Officer. Grassed or landscaped areas damaged by the Contractor shall be restored to their original condition without delay and at no cost to the Government.

1.5.3 Protection of Trees and Plants

Where necessary, tree branches and plants interfering with the work may be temporarily tied back by the Contractor to permit accomplishment of the work in a convenient manner, so long as they will not be permanently damaged thereby. If this is not feasible, they may be pruned, subject to written approval by the Contracting Officer.

1.5.4 Protection of Building From the Weather

The interior of the building and all materials and equipment shall be protected from the weather at all times.

1.6 RESTORATION WORK

Existing conditions or areas damaged or disturbed by the Contractor's operations shall be restored to their original condition, or near original condition as possible, to the satisfaction of the Contracting Officer.

1.7 REMOVAL AND DISPOSAL

\*\*\*\*\*

**NOTE 1: If Section 02220 Demolition is made part of these project specifications, retain the first bracketed sentence and delete subparagraphs 1.7.1 and 1.7.2.**

**NOTE 2: If there are items to be salvaged, include Section 02050 Demolition in project specifications.**

\*\*\*\*\*

[Removal and disposal shall be in accordance with Section 02220 DEMOLITION.] The Contractor shall salvage or recycle waste to the maximum extent practical as it relates to the capabilities of local industries. A record of the quantity of salvaged or recycled materials shall be maintained by the Contractor during the length of the project and submitted to the Contracting Officer at acceptance of the project. Quantities shall be recorded in the unit of measure of the industry. Reuse of materials on the site shall be considered a form of recycling. An example of such reuse would be the use of acceptable excavated materials as fill.

1.7.1 Title to Materials

Title to all materials and equipment to be removed, except as indicated or specified otherwise, is vested in the Contractor upon receipt of notice to proceed. The Government will not be responsible for the condition, loss or damage to such property after the Contractor's receipt of notice to

proceed. Items indicated to be removed shall be removed and disposed of by the Contractor [as indicated] [as designated] [outside the limits of Government-controlled property] at the Contractor's responsibility and expense before the completion and final acceptance of the work [for each [building] [dwelling unit]], and such materials shall not be sold on the site.

1.7.2 Rubbish and Debris

Rubbish and debris shall be removed from Government-controlled property daily unless otherwise directed, so as not to allow accumulation [inside or outside the building]. Materials that cannot be removed daily shall be stored in areas designated by the Contracting Officer.

1.8 INTERFERENCE WITH GOVERNMENT OPERATIONS

The Contractor shall establish work procedures and methods to prevent interference with existing operations within or adjacent to the construction area. Free passage into adjoining or adjacent buildings not in the contract will not be permitted except as approved by the Contracting Officer. Procedures and methods shall also provide for safe conduct of work and protection of property which is to remain undisturbed.

1.8.1 Coordination

The Contractor shall coordinate all work with the Contracting Officer to minimize interruption and inconvenience to the occupants or to the Government. Scheduling and programming of work will be established during the pre-construction conference.

1.8.2 Materials and Equipment

\*\*\*\*\*  
**NOTE: This paragraph was developed for and will be retained for family housing projects. Specifically projects in which interruption to occupants of buildings being repaired and disturbance of the neighborhood must be minimized.**

**This paragraph may be used on other projects as required, but normally is deleted.**

\*\*\*\*\*  
All materials and equipment required to complete the project shall be on hand before work is started.]

1.8.3 Utilities and Facilities

All utilities and facilities within the [area] [building] [dwelling units] shall remain operable and shall not be affected by the Contractor's work, unless otherwise approved in writing in advance by the Contracting Officer.

1.8.4 Staking and Flagging Existing Utilities

\*\*\*\*\*  
**NOTE: Unless utility work is extensive, or if existing utility lines are sensitive, delete**

requirements for locating existing utility lines by walking trench alignments with pipe and cable locating equipment.

\*\*\*\*\*  
The Contractor, prior to start of any excavation or trenching work, shall verify the location of all utility lines shown on the drawings which are within the areas of work, and shall mark, stake, or flag each utility line along trench alignments and under areas of excavation under this project, as approved. [Existing utility lines shall be located by walking trench alignments with approved equipment for locating underground pipes and cables.] Utility lines so located shall be noted on the drawings.

1.8.5 Smoking

\*\*\*\*\*  
**NOTE: This paragraph will be retained for all projects at Tripler Army Medical Center.**  
\*\*\*\*\*

Tripler Army Medical Center has been designated a NO SMOKING area. At no time will smoking be allowed within the hospital, including all construction areas within the hospital. Smoking will be allowed only on the exterior ground level of the hospital 50 feet from the building.

1.9 CONTRACTOR'S OPERATIONS OR STORAGE AREA

\*\*\*\*\*  
**NOTE: Coordinate the Contractor's Operations or Storage Area with the Technical Manager at POD. The Contractor's Operations or Storage Area should be shown on the drawings, including dimensions, and this paragraph edited accordingly.**  
\*\*\*\*\*

At the request of the Contractor, an open operations or storage area [of approximately \_\_\_\_\_ square feet] will be made available within the installation, [as shown on the drawings] [the exact location of which will be determined by the Government]. The Contractor shall be responsible for the security necessary for protection of his equipment and materials, and shall maintain the area free of debris. No rusty or unsightly materials shall be used for providing the secure measure and such measure shall be erected in a workmanlike manner. Before any construction commences on establishing the operation/storage area, Contractor shall take photographs and/or videos of the site in order to establish the original conditions of the site. A duplicate set shall be made and submitted to the Government for its files. Upon completion and prior to the final acceptance of the contract work, the Contractor shall restore the area to its original condition.

1.10 GOVERNMENT PROJECT OFFICE

\*\*\*\*\*  
**NOTE: Obtain requirements for Government project office from the Technical Manager at POD. If required, retain paragraph and modify as necessary.**  
\*\*\*\*\*

The Contractor shall provide, for use by Government supervisory and

inspection personnel, a job-site office space with a floor area not less than 150 square feet. This office space may be within the Contractor's project office building if adjacent to the job site and if separated by a solid partition; otherwise a separate facility, adjacent to the job site, shall be provided with windows and screens, electricity, including a minimum of four (4) wall outlets and two (2) ceiling lights, a telephone, a desk with drawers, a layout table, two (2) chairs, a legal size five-drawer locking file cabinet, and a fire extinguisher. Potable drinking water and temporary toilet facilities shall be made available to Government personnel, not necessarily within the project office, but in close proximity thereof. The cost of utilities including telephone, and operation and maintenance costs of the Government project office shall be borne by the Contractor. The Government will be responsible for its long-distance calls. Upon completion of the project, the project office and furnishings shall be removed and disposed of by the Contractor.

1.11 INSPECTION

1.11.1 Final Inspection and Acceptance

The Contractor shall give the [Barbers Point] [Fort Shafter] [Hickam] [Kaneohe] [Pearl Harbor] [Schofield] Area Family Housing Office, through the Contracting Officer, a minimum of fourteen (14) calendar days advance notice prior to final inspection [of each [building] [dwelling unit]] for acceptance by the Contracting Officer. All deficiencies found on final inspection [of each [building] [dwelling unit]] shall be promptly and satisfactorily corrected by the Contractor upon notification by the Contracting Officer.

1.12 WORKING DIRECTIVES

\*\*\*\*\*  
**NOTE: Paragraphs 1.12.1 through 1.12.8 were developed for and will be retained/edited for family housing projects only for the following conditions:**  
**a. Interior work in occupied units. b. Interior work in unoccupied units. c. Exterior work on units that may be occupied or unoccupied. d. Exterior site work.**  
\*\*\*\*\*

1.12.1 Working Hours

All work shall be performed between the hours of 0730 to 1600 HST, Monday through Friday. No work shall be accomplished on Saturdays, Sundays, and all federal holidays without written permission from the Contracting Officer. Such written permission shall be available at the job site at all times during construction.

1.12.2 Occupancy

[Building] [Dwelling units] to be renovated under this contract [will] [may] be [occupied] [unoccupied] during the time of construction. At times, and as directed by the Contracting Officer, the Contractor will be required to deviate from the approved schedule to accomplish work in the [buildings] [dwelling units] that have been recently vacated, and to work out of sequence for the occupants' convenience. If a [building] [set of dwelling units] becomes unavailable on the scheduled availability date due

to exigency, the Government reserves the right to cancel the item of work, to substitute another [building] [set of dwelling units], or to reschedule the particular [building] [set of dwelling units] at a later date.

#### 1.12.3 Availability of Work Areas

- a. [The Contractor shall limit his work to \_\_ [building(s)] [dwelling unit(s)] at any given time.] [After approval of the Contractor's schedule and within [ninety (90)] [\_\_\_] calendar days after receipt of notice to proceed, the [building(s)] [dwelling unit(s)] will be made available to the Contractor in the following order:
- b. Initially a minimum of [\_\_\_\_\_] buildings] [one increment of dwelling units consisting of at least \_\_\_\_\_ and not more than \_\_\_\_\_ dwelling units] will be made available to the Contractor, but in no case prior to the Contracting Officer's approval of the Contractor's progress chart and such time as the Contracting Officer is assured that no undue work stoppage is likely to be caused by the lack of materials, equipment, or personnel.
- c. [\_\_\_ additional buildings] [An additional increment of dwelling units (consisting of at least \_\_\_\_\_ and not more than \_\_\_\_\_ dwelling units)] will be made available to the Contractor upon satisfactory completion and acceptance of the initial [buildings] [increment of dwelling units] and its acceptance by the Contracting Officer. Thereafter, upon satisfactory completion and acceptance of the [building(s)] [dwelling unit(s)], an equivalent number of [building(s)] [dwelling unit(s)] will be made available to the Contractor.]
- d. All required construction at a particular [building] [dwelling unit] shall be completed within [five (5)] [\_\_\_] consecutive work days after that [building] [dwelling unit] is made available to the Contractor. Once the work has started, the Contractor shall continue performance through each workday until completion, except for lunch periods and other normal breaks. The Contractor shall ensure that all required materials and equipment are on hand, including adequate work force before starting work. Work stoppage will not be permitted without the approval of the Contracting Officer.

#### 1.12.4 Obtaining Keys to Unoccupied Dwelling Units

The Contractor shall be responsible for obtaining keys from the [Barbers Point] [Fort Shafter] [Hickam] [Kaneohe] [Pearl Harbor] [Schofield] Area Family Housing Office to all unoccupied (vacant) dwelling units requiring work and shall return said keys immediately upon completion of work. The Contractor shall be responsible for the cost of replacing any keys that are lost. If the Contracting Officer determines that the locks must be replaced because of this loss, the Contractor shall also pay for this replacement.

#### 1.12.5 Notification of Occupants

- a. The initial notification of the occupants, including their responsibilities, will be accomplished by the [Barbers Point] [Fort Shafter] [Hickam] [Kaneohe] [Pearl Harbor] [Schofield] Area Family Housing Office.

- b. After the Schedule has been approved, the affected occupants shall be notified by the Contractor of the date and time work will begin in that [building] [dwelling unit] and to remove or safeguard their valuables and personal effects.
- c. The Contractor shall by letter notify each dwelling unit a minimum of seven (7) calendar days prior to commencement of work on that [building] [dwelling unit]. This notification shall include the time, the date, and any pertinent changes to the progress chart or any special requirements approved by the Contracting Officer. If the scheduled work is delayed for any cause, the affected occupants shall be notified immediately in writing by the Contractor, and they shall be notified again in writing by the Contractor prior to the commencement of rescheduled work. The Contractor shall include the following information in all delay and rescheduling notices:
  - (1) Title of Contract
  - (2) Originally Scheduled Date of Work
  - (3) Cause of Delay
  - (4) Rescheduled Date of Work
  - (5) Family Housing Office Point of Contact
  - (6) Family Housing Office Telephone
  - (7) Contractor's Point of Contact
  - (8) Contractor's Name and Telephone

#### 1.12.6 Non-Availability of Work Areas

If the Contractor cannot gain entry into an occupied [building] [dwelling unit] after notifying the occupants twice; or the occupants refusal to [permit access to their unit] [vacate], the Contractor shall immediately notify the Contracting Officer for substitution and subsequent rescheduling of the [building] [dwelling unit].

#### 1.12.7 Appliances and Major Furnishings

The Contractor shall move all appliances and major furnishings as necessary for accomplishing the work, and shall take appropriate measures to insure that existing flooring and items moved will not be damaged by such movement. [In occupied dwelling units, the Contractor shall reinstall or replace appliances and major furnishings in their original locations at the end of each work day, unless otherwise authorized by the Contracting Officer.]

#### 1.12.8 Electricity and Water

In occupied dwelling units, electricity and running water shall be made available to the occupants during non-working hours and on weekends and holidays. [In addition, at least one water closet with running water will be made available for the private use of the occupants at all times including working hours.]

### PART 3 EXECUTION (NOT APPLICABLE)