AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES	
	1	2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
AM-0004	5/7/04		

6. ISSUED BY CODE

US Army Engineer District, Honolulu
Corps of Engineers, Bldg S-200
Fort Shafter, HI 96858-5440
Contract Specialist: Kent Tamai

7. ADMINISTERED BY *(If other than Item 6)* CODE

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State, and Zip Code)*

CODE FACILITY CODE

(x)	9A. AMENDMENT OF SOLICITATION NO. W9128A-04-R-0010
X	9B. DATED *(SEE ITEM 11)* 3/31/04
	10A. MODIFICATION OF CONTRACT/ORDER NO.
	10B. DATED *(SEE ITEM 13)*

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[X] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [X] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning ____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(x)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor [ ] is not, [ ] is required to sign this document and return ___ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

Multiple Award Task Order Contract (MATOC) for Design-Build Construction Services and Design-Bid-Build Construction Services, Various Locations, Hawaii

See Page 2 of 2 Pages

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A. NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY	16C. DATE SIGNED
(Signature of person authorized to sign)		*(Signature of Contracting Officer)*	

1. CHANGES TO THE SOLICITATION. Attached hereto are new and revised pages to the solicitation. The revision mark "(AM-0004)" is shown on each page.

a. REVISED PROVISIONS/CLAUSES/PAGES.

Following are revised pages to the solicitation. Changes are indicated in **bold** print. Although the entire sections are being re-issued under AM-0004, only the following pages/paragraphs/provisions/clauses changed in these sections.

Standard Form 1442, Page 1 (Proposal due date corrected)
Section 00120
Page 00120-8 (Minimum Contract Requirement changed)
Page 00120-13 (Paragraph 2.5.1.5 – changed from Project Manager to Program Manager)

b. NEW PAGES. The following are new and revised Sections to the specification:

Section 01200
Section 01312
Section 01320
Section 01330
Section 01451
Section 01525
Section 01780
Section 01900

c. DELETED SECTIONS/PAGES. The following Sections are deleted from the specifications:

Project Table of Contents
Section 01312
Section 01320
Section 01330
Section 01451
Section 01780
Section 01900

2. Amendment AM-0005 will be issued shortly.

3. The proposal due date of May 12, 2004, 2:00 P.M., Hawaii Standard Time, remains unchanged.

SOLICITATION, OFFER, AND AWARD (Construction, Alteration, or Repair)	1. SOLICITATION NO.	2. TYPE OF SOLICITATION	3. DATE ISSUED	PAGE OF PAGES
	W9128A-04-R-0010	[ ] SEALED BID (IFB) [X] NEGOTIATED (RFP)	31-Mar-2004	1

IMPORTANT - The "offer" section on the reverse must be fully completed by offeror.

4. CONTRACT NO.	5. REQUISITION/PURCHASE REQUEST NO.	6. PROJECT NO.
	CTCKAT-FY04-0005	

7. ISSUED BY	CODE W9128A	8. ADDRESS OFFER TO (If Other Than Item 7) CODE
CONTRACTING DIVISION USAED, HONOLULU BLDG S230 FT. SHAFTER HI 96858-5440 TEL: FAX:		Contracting Division (CEPOH-CT-C) US Army Engineer District, Honolulu Bldg 230 Fort Shafter, Hawaii 96858-5440 (Deliver hand-carried proposals to Room 115, Bldg 200, Fort Shafter, Hawaii 96858-5440)

9. FOR INFORMATION CALL:	A. NAME	B. TELEPHONE NO. (Include area code) (NO COLLECT CALLS)
	KENT A TAMAI	808-438-9700

SOLICITATION

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

10. THE GOVERNMENT REQUIRES PERFORMANCE OF THE WORK DESCRIBED IN THESE DOCUMENTS (Title, identifying no., date):

Request for Proposals No. DACA83-04-R-0010, Multiple Award Task Order Contract (MATOC) for Design-Build Construction Services and Design-Bid-Build Construction Services, Various Locations, Hawaii

MAIN TABLE OF CONTENTS

11. The Contractor shall begin performance within _____ calendar days and complete it within _____ calendar days after receiving [ ] award, [ ] notice to proceed. This performance period is [X] mandatory, [ ] negotiable. (See FAR 52.211-10 .)

12 A. THE CONTRACTOR MUST FURNISH ANY REQUIRED PERFORMANCE AND PAYMENT BONDS? (If "YES," indicate within how many calendar days after award in Item 12B.)	12B. CALENDAR DAYS
[X] YES [ ] NO	14

13. ADDITIONAL SOLICITATION REQUIREMENTS:

A. Sealed offers in original and 6 copies to perform the work required are due at the place specified in Item 8 by 2:00 P.M. (hour) local time 5/12/04 (date). If this is a sealed bid solicitation, offers must be publicly opened at that time. Sealed envelopes containing offers shall be marked to show the offeror's name and address, the solicitation number, and the date and time offers are due.

B. An offer guarantee [X] is, [ ] is not required.

C. All offers are subject to the (1) work requirements, and (2) other provisions and clauses incorporated in the solicitation in full text or by reference.

D. Offers providing less than 60 calendar days for Government acceptance after the date offers are due will not be considered and will be rejected.

SECTION 00120

PROPOSAL SUBMISSION REQUIREMENTS
AND EVALUATION FACTORS

1.0 GENERAL

1.1. Cost of Preparing Proposals

The Government will not reimburse any Offeror any costs incurred in the preparation and submittal of an offer in response to this solicitation.

1.2. Inquiries

Address all inquiries regarding this Request for Proposals to:

U.S. Army Engineer District, Honolulu
Attn: Mr. Kent Tamai (CEPOH-CT-C)
Building S-200
Fort Shafter, Hawaii 96858-5440
Phone No. (808) 438-9700
Fax No. (808) 438-8588
E-Mail: kent.a.tamai@usace.army.mil

1.3 Submittal of Proposals

Submit proposal packages to the US Army Corps of Engineers (“the Government”) as shown in Block 8 of Standard Form 1442.

Proposals received by the Government after the date and time set for receipt of proposals will be handled in accordance with the requirements of Provision “52.215-1, Instructions to Offerors—Competitive Acquisition (Jan 2004),” subparagraph (c), found in Section 00100.

1.4 Contract Award

The Government intends to award a minimum of three contracts to Offerors whose proposals have been determined to represent the best value to the Government, non-price and price factors considered. Award will be made to the Offerors whose proposals have the best non-price evaluation and the lowest price. However, if there are no Offerors meeting both these criterias, the Government intends to implement a “Best Value” process involving a cost-technical tradeoff process. In this case, awards may be made to other than the lowest price Offeror or other than the highest non-price-rated Offeror.

1.4.1 Proposal Evaluation

Numerical scores and other point-scoring techniques will not be used in the evaluation process. Each factor or subfactor will be rated on an adjectival rating system. The Government will evaluate offers in accordance with the NON-PRICE EVALUATION FACTORS described in paragraph 2.4 of this section and the offeror’s proposed total price.

Offerors are advised that the Government intends to award without discussions. Upon completing the evaluation of all proposals, the Contracting Officer will, in accordance with the provisions of this solicitation and applicable acquisition regulations, proceed to award without discussions. However, if discussions are determined necessary, the Contracting Officer will establish a competitive range and conduct discussions only with those Offerors within the competitive range. Upon conclusion of discussions, if necessary, the Contracting Officer will request final proposal revisions from the Offerors remaining in the competitive range and may, upon receipt of final proposal revisions, proceed to award a contract without further discussions or notice.

2.0 PROPOSAL FORMAT

2.1 General

Proposals shall be submitted in three (3) separate envelopes. Proposals shall be prepared in the English language.

2.1.1 Volume I, Non-Price Proposal

One envelope shall be clearly marked, “VOLUME I, NON-PRICE PROPOSAL FOR RFP NO. W9128A-04-R-0010.” It shall contain an original and six (6) copies of the items provided in response to the Non-Price Factors listed in paragraph 2.3.

Proposals shall completely address the requirements of the RFP. Elaborate format, binders, special reproduction techniques, and the like are not necessary. However, the proposal shall be neatly organized and bound.

Information presented should be organized so as to pertain to only the evaluation factor in which section the information is presented. Information pertaining to more than one evaluation factor should be repeated in the tab for each factor.

2.1.2 Volume II, Price Proposal

The second envelope shall be clearly marked, “VOLUME II, PRICE PROPOSAL FOR RFP NO. W9128A-04-R-0010.” It shall contain one original and two copies of the Offeror’s completed Standard Form (SF) 1442, using a printed copy of the SF 1442 included in this solicitation.

Volume II shall also include the following:

- One original and two copies of Section 00010, Price Proposal Schedule. Indicate whether or not Facilities Capital Cost of Money is included in the Offeror’s costs of performing the work. Proposals that state that Facilities Capital Cost of Money is not included, or proposals that do not address Facilities Capital Cost of Money, will be deemed to have waived Facilities Capital Cost of Money.

- One original and two copies (certified as a true copy) of the Offeror’s executed joint venture agreement and identify the size status for each member of the JV (if the Offeror is a joint venture).

- One original and two copies of the Offeror’s completed Section 00600, Representations and Certifications, using a printed copy of Section 00600 included in this solicitation.

- One original and two copies of the Offeror’s completed, if applicable, SF LLL, Disclosure of Lobbying Activities, using a printed copy of the SF LLL included as Appendix A in Section 00600.

- One original and two copies of the offer guarantee in the form and amount that is required by the provision entitled “Penal Sum and Form of Offer Guarantee”, in Section 00100 and other pertinent provisions and clauses in this solicitation.

2.1.3 Volume III, Subcontracting Plan (Large Business Concerns)

If the Offeror is a large business concern, the Offeror shall submit a subcontracting plan in accordance with FAR 52.219-9 (See Section 00700, Appendix A for a sample).

The third envelope shall be clearly marked, “VOLUME III, SUBCONTRACTING PLAN FOR RFP NO. W9128A-04-R-0010.” Volume III will not be evaluated or rated. Only the selected Offeror’s plan will be reviewed and must be approved prior to award of the contract.

2.1.4 Table of Contents

Proposal volumes shall be tabbed. Each of the proposal volumes shall include a Table of Contents that includes the title of the subject matter discussed therein and the page number where the information can be found. The volumes shall be organized in the same order described in paragraph 2.3 of this Section. Each evaluation factor and subfactor shall be separately tabbed. Proposals that are not correctly tabbed may be considered non-responsive.

2.2 Proposal Content

Proposals shall be in a narrative format, organized and titled so that each section of the proposal follows the order and format of the factors and subfactors set forth below in paragraph 2.4, “VOLUME I, NON-PRICE PROPOSAL”.

Offeror is cautioned that “parroting” of the RFP requirements with a statement of intent to perform will not be construed to indicate that the Offeror understands the problem or is capable of solving it. The inclusion of “filler” material from previous proposals or commercial applications shall be avoided unless it has a direct application to the objective of this RFP.

Offeror shall include sufficient details in the proposal, and shall present the details in the same order in which they are requested in this Section to permit the Government to promptly, completely, and accurately evaluate the proposal from both a technical and a management standpoint. The Government will not make any assumptions concerning the Offeror's intent, capabilities, facilities, or experience. Clear identification of the pertinent details shall rest solely with the Offeror.

Legibility, clarity, coherence, and contents are important. Offerors shall not submit verbatim sections of this RFP as part of their proposal. Offerors that disregard these standards unnecessarily delay the evaluation process and may be rejected by the Government after initial evaluation without receiving any further consideration.

Any information, presented in a proposal that the Offeror wants safeguarded from disclosure to other parties must be identified and labeled in accordance with the requirements of Provision “52.215-1, Instructions to Offerors—Competitive Acquisition (Jan 2004),” subparagraph (e), which is found in Section 00100 of this solicitation. The Government will endeavor to honor the restrictions against release requested by Offerors, to the extent permitted under United States law and regulations.

The proposal must set forth full, accurate, and complete information as required by this solicitation. The Government will rely on such information in the award of a contract. By submission of an offer, the Offeror agrees that all items in its proposal (minimum qualifications for key positions, targets for utilization of eligible SDB concerns, etc.) will be enforced throughout the duration of the contract and any substitutions of any item will require prior approval of the Contracting Officer.

2.3 Evaluation Factors

All proposals will be evaluated on non-price and price factors. Offerors are required to provide data addressing all stated factors. If an Offeror does not have data relating to a specific factor, it shall be clearly stated. The Contracting Officer may use discretion in reasonably applying evaluation standards where Offerors provide information to explain or justify deviation from selection criteria listed in the solicitation. Offers that do not address all factors may be considered non-responsive and may not receive further consideration.

Non-price factors have equal importance. Subfactors of Factor IV are equal in importance. Non-price factors combined are significantly more important than price.

VOLUME I - NON-PRICE PROPOSAL

Factor I, Past Experience

Factor II, Past Performance

Factor III, Management Plan

Factor IV, Small Business Program

Subfactor A - Extent of proposed Small Business participation in the performance of the proposed contract.

Subfactor B - Past performance in complying with Small Business Subcontracting Plan goals.

VOLUME II - PRICE PROPOSAL

2.4 Volume I, Non-Price Proposal

Data provided in response to the non-price technical factors described below shall be included in Volume I, “Non-Price Proposal”. All references to Offeror includes all proposed joint venture partners. All contractors in a joint venture must provide evidence of a binding teaming agreement or other contractual agreement, which creates legal responsibility on the part of all contractors in the joint venture. Information provided from potential sub-

contractors (not included in the joint venture) will not be considered or evaluated.

2.4.1 Relevant Projects

Relevant projects have construction awards above $5M and were completed between April 1998 and April 2004. Relevant projects are also those in which the offeror was the prime contractor. Relevant projects includes areas such as civil, architectural, structural, mechanical, electrical, security, communications, asbestos removal and lead abatement. Examples of relevant projects include but are not limited to military training ranges, office buildings, barracks, warehouses, housing, hangars, road work, utilities, site improvements, etc.

Single or Multiple Award task order contracts, such as Job order Contracts, Indefinite Delivery, Indefinite Quantity Contracts, Multi-trade Contracts etc. are not considered relevant projects, even if the total value of the contract is over $5M. However, an individual task order that exceeds $5M may be considered as a relevant project.

2.4.2 Factor I, Past Experience

Offerors shall identify a maximum of 10 relevant Design-Bid-Build projects. Offerors shall also identify a maximum of 3 relevant Design-Build projects. Provide a Project Data Sheet (Attachment 1 to this section) for each of the projects identified. All requested information shall be provided. Failure to provide any of the requested data may be cause to eliminate a project from consideration in the evaluation.

2.4.2.1 Evaluation Standards

The Government will evaluate the project data sheets provided by the offerors. If more than 10 Design-Bid-Build projects are submitted, only the first 10 Design-Bid-Build projects identified in the proposal will be reviewed. Of those 10 projects only the relevant projects will be evaluated. If more than 3 Design-Build projects are submitted, only the first 3 Design-Build projects identified in the proposal will be reviewed. Of those 3 projects only the relevant projects will be evaluated. Therefore it is important that the offeror provide the right number of relevant projects in the proposal. Projects that are not relevant will not be considered in the evaluation.

Diverse general construction experience refers to the offeror’s experience in managing various types of vertical construction, utilities, site work and hazardous waste/abatement as identified below:

- Civil construction such as, grading, water lines, sewer lines, paving/repaving roadways, sidewalks, parking lots, shore protection, stream bank stabilization, and dredging.
- Architectural construction such as, painting, roofing, renovation of interiors of existing buildings, new building construction.
- Mechanical construction such as, heating, ventilation, and air conditioning (HVAC) systems and components, refrigeration systems, fire suppression 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 construction such as, power and service supplies, distribution, and utilization systems (including lighting), power generators and uninterrupted power supplies (UPS). Instrumentation work may include but is not limited to, plant management systems using direct digital technology, public address systems and fire alarm systems. Communications such as telephone and information management systems.
- Security construction such as intrusion detection and surveillance systems.
- Asbestos, lead-based paint, and petroleum-contaminated material abatement and disposal.
- Structural systems.

Outstanding	The Offeror provided at least 7 relevant Design-Bid-Build projects, 3 of which were constructed in Hawaii or contracted by an agency of the Department of Defense. And The Offeror provided 2 relevant Design-Build projects, at least 1 of which was constructed in Hawaii or contracted by an agency of the Department of Defense. And Projects identified shows the offeror has outstanding diverse general construction experience.
Above Average	The Offeror has provided at least 6 relevant Design-Bid-Build projects, at least 2 of which were constructed in Hawaii or contracted by an agency of the Department of Defense. And The Offeror provided at least 1 relevant Design-Build project, which was constructed in Hawaii or was contracted by an agency of the Department of Defense. And Projects identified shows the offeror has very good diverse general construction experience.
Satisfactory	The Offeror has provided at least 5 relevant Design-Bid-Build projects, at least 1 of which was constructed in Hawaii or contracted by an agency of the Department of Defense. And Projects identified shows the offeror has good diverse general construction experience.
Marginal	The Offeror has provided at least 4 relevant Design-Bid-Build projects And Projects identified shows the offeror has marginal diverse general construction experience.
Unsatisfactory	The projects provided by the Offeror are either not relevant or do not meet the Marginal requirements above.

After the Government determines the rating (above) for each proposal, the Government will determine the relative strength of the proposals within each rating. Based on the projects submitted (up to 10 Design-Bid-Build projects and up to 3 Design-Build Projects) the Government will assign additional weight as indicated below:

a. Additional weight will be given based upon the number of relevant projects submitted (up to 10 Design-Bid Build projects and up to 3 Design-Build projects).

b. Additional weight will be given based upon the number of relevant projects that were contracted by an agency of the Department of Defense

c. Additional weight will be given based upon the number of relevant projects that were constructed in Hawaii

d. Additional weight will be given based upon the number of relevant projects that were Military Range construction projects

e. Additional weight will be given based upon the number of relevant projects that were Army Military Range construction projects

Note: Military training range construction projects are permanent or semi-permanent facilities such as firing ranges, confidence courses, urban assault complexes and battle simulation centers. Examples of relevant military training range construction projects include but are not limited to Battle Area Complexes, Combined Arms Collective Training Facilities, Qualifications Training Ranges, Urban Assault Courses, Anti-Armor Training Range, Virtual Fighting Training Facilities, and Multi-purpose Training Ranges.

2.4.3 Factor II, Past Performance - General

Provide Past Performance Evaluation Sheets, (Attachment 2 to this section), to owners or the owner’s representatives for all projects identified in Factor I, Past Experience. The Contracting Officer or his/her designated Representative shall fill out evaluations for Federal Government projects. Evaluations shall be submitted to the Point of Contact shown in subparagraph 1.2 of this section by the date and time set for receipt of proposals.

2.4.3.1 Other Evaluation Sources

In addition to the information provided above, the Government may obtain and evaluate additional past performance information from owners or owners representatives on other relevant projects completed by the offeror between April 1998 and April 2004. The Government may also obtain and evaluate existing past performance information on relevant projects completed between April 1998 and April 2004 from historical Government databases (CCAS, ACAS, etc.) or any other sources.

2.4.3.2 Evaluation Standards

Outstanding	None of the final performance ratings (including those from other evaluation sources) evaluated by the Government are less than Satisfactory and at least half are outstanding.
Above Average	None of the final performance ratings (including those from other evaluation sources) evaluated by the Government are less than Satisfactory and at least half are above average.
Satisfactory	None of the final performance ratings (including those from other evaluation sources) evaluated by the Government are less than Satisfactory.

Marginal	None of the final performance ratings (including those from other evaluation sources) evaluated by the Government are less than Marginal.
Unsatisfactory	At least one of the final performance ratings (including those from other evaluation sources) evaluated by the Government received an Unsatisfactory final performance rating.
Neutral	Offerors will not be rated favorably or unfavorably if the Offeror does not have a record of relevant past performance. However, an Offeror without a record of relevant past performance history may be considered less favorably than an Offeror with a favorable past performance history.

2.4.4 Factor III, Management Plan

1. Offerors shall identify the minimum qualifications for the key positions listed below. Do not provide resumes. Identify the minimum qualifications for each of the positions. Note: The Offeror's minimum requirements provided will be enforced throughout the life of the contract for current and future personnel occupying that position.

Key Personnel	Contract Section	Minimum Contract Requirement	Offeror's Minimum Requirement
Contract Quality Control System Manager	01451Q	5 years of experience in Quality Control on Department of Defense construction projects Employed by the Prime Contractor Completed "Construction Quality Management for Contractor's" course within the past 5 years	
Quality Control Representative	01451Q	Construction person with a minimum of 3 years experience in quality control on Department of Defense construction projects On site at all times and employed by the prime contractor	
Quality Control Personnel	01451Q	Civil - Graduate Civil Engineer with 2 year experience or technician with 5 years experience Mechanical - Graduate Mechanical Engineer with 2 years experience or person with	

		5 years related experience Electrical - Graduate Electrical Engineer with 2 years related experience or person with 5 years related experience Structural - Graduate Structural Engineer with 2 years experience or person with 5 years related experience Architectural - Graduate Architect with 2 years experience or 5 years related experience Environmental - Graduate Environmental Engineer with 3 years experience Submittals - Submittal Clerk with 1 year experience Concrete, Pavements and Soils - Materials Technician with 2 years experience for the appropriate area **Occupied Family Housing - Person, customer relations type, coordinator experience**	
Safety and Health Manager	01900Q	5 years of experience in safety on Department of Defense construction projects	
Design Quality Control Manager	01451Q	Registered Professional Engineer or architect Verifiable engineering or architectural design experience	
Military Range Consultant		5 years of experience in the construction of military training ranges for the Department of Defense. Verifiable military range experience and expertise in: a. Standard range layouts b. Range safety standards, including working in and around previous impact areas c. Targetry equipment interface	

		and operations d. Army training doctrines	

2.4.4.1 Evaluation Standards

Outstanding	The Offeror’s minimum requirements exceeded the minimum contract requirements for all key positions identified above.
Above Average	The Offeror’s minimum requirements met the minimum contract requirements for all key positions identified above, and exceeded the minimum contract requirements for at least two of the key positions And The Offeror’s minimum requirements exceeded the minimum contract requirements for the military range consultant.
Satisfactory	The Offeror’s minimum requirements met the minimum contract requirements for all key positions identified above And The Offeror’s minimum requirements met the minimum contract requirements for the military range consultant.
Marginal	The Offeror’s minimum requirements met the minimum contract requirements for most of the key positions identified above And The Offeror’s minimum requirements met the minimum contract requirements for the military range consultant.
Unsatisfactory	The Offeror’s minimum requirements did not meet the minimum contract requirements for most of the key positions identified above Or The Offeror’s minimum requirements did not meet the minimum contract requirements for the military range consultant.

2.4.5 Factor IV, Small Business Program

Offerors shall submit data that demonstrate its use of Small Business Concerns for Subfactors A and B. Small Business Concerns (SB) include small disadvantaged businesses (SDB), women-owned small businesses (WOSB), HUBZone small businesses (HZ), veteran-owned small businesses (VOSB) and service disabled veteran-owned small businesses (SDVO).

2.4.5.1 Subfactor A - Extent of proposed Small Business participation in the performance of the proposed contract.

- Identify in terms of dollar value and percentage of the total proposed contract price, the extent of the work the offeror will perform as the prime contractor.

- If the offeror is submitting a proposal as a joint venture (JV), identify the size status of each member of the JV. Identify in terms of dollar value and percentage of the total proposed contract price, the extent of the work each member of the JV will perform.

- Identify in terms of dollar value and percentage of the total proposed contract price, the work to be subcontracted to SB, SDB, WOSB, HZ, VOSB, SDVO concerns, and if applicable, historically black colleges or universities/minority institutions (HBCU/MI).

- Identify in terms of dollar value and percentage of the proposed subcontract price, the work to be performed by SB, SDB, WOSB, HZ, VOSB, SDVO concerns, and if applicable, (HBCU/MI).

- Provide a list of SB, SDB, WOSB, HZ, VOSB, SDVO concerns, and if applicable, (HBCU/MI) which the offeror proposes to use as a subcontractor if awarded a contract under this solicitation. The listing shall include the name, address, telephone number, and type of work each concern is anticipated to perform.

2.4.5.1.1 Evaluation Standards

Outstanding	Offeror's proposal shows extensive effort and commitment to utilize small business concerns for this project. All USACE subcontracting goals are exceeded. Specific SB, SDB, WOSB, HZ, VOSB, SDVO concerns, and if applicable, (HBCU/MI) to be utilized are identified.
Above Average	All USACE subcontracting goals are met and some exceeded. Specific SB, SDB, WOSB, HZ, VOSB, SDVO concerns, and if applicable, (HBCU/MI) to be utilized are identified.
Satisfactory	All USACE subcontracting goals are met. Specific SB, SDB, WOSB, HZ, VOSB, SDVO concerns, and if applicable, (HBCU/MI) to be utilized are identified. [Small Business concerns will be given at least a satisfactory rating.]
Marginal	Some USACE subcontracting goals are not met. Listing of subcontractors does not contain specific SB's.
Unsatisfactory	Most USACE subcontracting goals are not met. No listing of small businesses to be utilized is provided.

[NOTE: The USACE Small Business Subcontracting Goals for fiscal year 2004 are: 58% to SB, 10% to SDB, 10% to WOSB, 3% to HZ, 3% to VOSB, and 3% to SDVO. These are percentages of the total subcontracted amount.]

2.4.5.2 Subfactor B - Past performance in complying with Small Business Subcontracting Plan goals.

- Provide SF 294's, "Subcontracting Report for Individual Contracts" for projects of similar scope and magnitude. Where subcontracting goals were not met, provide adequate justification why.

- Provide information on awards received for outstanding support of the small business program.

- Provide information on any existing or prior mentor-protégé agreements.

2.4.5.2.1 Evaluation Standards

Outstanding	All goals were exceeded or satisfactory justification

	provided. The Offeror has received awards for outstanding support of the small business program, and the Offeror is or has participated in mentor-protégé agreements or other outreach.
Above Average	All goals were met or exceeded or satisfactory justification provided. The Offeror has received award(s) for outstanding support of the small business program, or the Offeror is or has participated in mentor-protégé agreements or other outreach.
Satisfactory	All subcontracting goals were met or a satisfactory justification provided. Small business concerns will be given at least a satisfactory rating.
Marginal	Not all goals were met and no satisfactory justification provided.
Unsatisfactory	No goals were met and no satisfactory justification provided.
Neutral	Except in the case of small business offerors, offerors will not be rated favorably or unfavorably if the offeror does not have a record of relevant past performance in complying with small business subcontracting goals.

2.5 Volume II, Price Proposal

The Government will compare the price to the Independent Government Estimate (IGE) and the price of other offerors to determine reasonableness and affordability.

2.5.1 Price Evaluation

Data provided in response to price shall be included in Volume II, “Price Proposal”.

2.5.1.1 General

Offerors shall submit the cost data identified below that they are proposing to use in the development of all cost estimates that this contract may require. The proposed cost data, if awarded a contract, shall be used for the life of the contract, subject to review and resubmittal at the discretion of the Contracting Officer. Offerors shall indicate the start date of their fiscal accounting period. All cost data will be reviewed at least annually, generally coinciding with this accounting period. Adjustments to the cost data, based on current documentation, may be considered subject to approval of the Contracting Officer.

Offerors are reminded that the cost factors included in this proposal will be contractually binding and are cautioned not to “low ball” any of the numbers in its proposal and estimate in order to come out with a low total cost. If awarded one of the contracts, the factors shown in this proposal will be used in all future task orders.

2.5.1.2 Workmen’s Comp Insurance

Offerors shall submit premium statement(s) from their insurance company(ies) identifying all workmen's compensation insurance in effect at the time of this solicitation. Successful offerors will be required to maintain current premium statement(s) on file with the Contracting Officer throughout the life of the contract.

2.5.1.3 Performance and Payment Bond

Offerors shall submit a statement from their surety defining the bond rate(s) in effect at the time of this solicitation. Successful offerors will be required to maintain current bond rates on file with the Contracting Officer throughout the life of the contract.

2.5.1.4 Home Office Overhead

Offerors shall submit their proposed home office overhead rate, including all data and calculations used in arriving at that rate. Home office overhead components shall comply with FAR Part 31.

2.5.1.5 Contract Management Fixed Costs

Offerors shall submit their proposed fixed cost elements (based on work days) relating to the management of the contract, i.e. **Program** Manager, CQCSM, Contract Safety Officer. These costs shall be complete, including labor, labor burden, fringe benefits, travel and transportation. Provide the daily (work day) rate and annual rate and a breakdown of all cost elements proposed for each of the key personnel proposed in Section 00010, Item No. 4.

2.5.1.6 Field Office Management Fixed Costs

Offerors shall submit their proposed fixed cost elements (based on work days) relating to the management of task orders, i.e. Project Engineer, Project Superintendent, QCR, Site Safety representative. These costs shall be complete, including labor, labor burden, fringe benefits, travel and transportation. Provide the daily (work day) rate and annual rate and a breakdown of all cost elements proposed for each of the field office management key personnel proposed in Section 00010, Item No. 5.

2.5.1.7 Determination of Relative Price

As a measure of relative price, the Government will apply the following formula to the cost factors submitted in Section 00010. (Offerors shall ensure the data in Section 00010 is complete and accurate. Failure to provide the requested data in Section 00010 in the requested format may be cause for a determination of non-responsiveness.) Offerors shall not compute Total Price. The Government will perform this calculation during its evaluation. The resultant number/total price will be used to compare the cost of doing business among all Offerors.

{Contract management cost*
+ (Field office management cost*}
x (1 + Home Office Overhead rate*)
= Total Price

* from Section 00010, Proposal Summary

2.6 Proposal Revisions

If discussions are held and the Contracting Officer requests proposal revisions, all revisions shall be submitted as page replacements with revised text readily identifiable, e.g. boldface print or underlining. Proposal replacement pages shall be clearly marked “REVISED”, shall show the date of revision, shall be submitted in the appropriate number of copies (e.g., if six copies of the original page was required, then six copies of the revised page will also be required), and shall be of a different color than the original pages they are to replace.

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SECTION 01200

PROJECT MEETINGS

PART 1 GENERAL

1.1 PRECONSTRUCTION CONFERENCE

After the award of the contract and prior to the start of any task orders, an authorized representative of the Contracting Officer will schedule and conduct a preconstruction conference. The Contractor's Project Manager, CQC System Manager (CQCSM), and Contract Safety Officer will attend this meeting. The Contractor is encouraged to have an officer of his company at this conference. This conference will be held at the location specified by the Contracting Officer's authorized representative.

The contractor shall bring the following submittals to this meeting:

Organization Plan
Accident Prevention Plan
Quality Control Plan
Submittal Register, ENG Form 4288

A completed submittal transmittal form, ENG Form 4025, shall accompany each submittal.

1.2 PREWORK CONFERENCE

A prework conference will be held for all task orders. This meeting will be scheduled after the Notice to Proceed for the task order, but prior to the start of construction. This meeting will be held at the location and time specified by the Contracting Officer's Representative. The contractor's CQC System Manager, Contract Safety Officer, and the individuals assigned to manage the task order, the Quality Control Representative, Site Safety and Health Officer and Superintendent are required to attend this meeting.

The contractor shall bring the following submittals to this meeting:

Site-Specific Safety and Health Plan
Task Order-Specific Quality Control Plan
Environmental Protection Plan
Construction Schedule
Submittal Register, ENG Form 4288

A completed submittal transmittal form, ENG Form 4025, shall accompany each submittal.

1.3 COORDINATION MEETINGS

1.3.1 Quality Control

Prior to the start of task order construction, a quality control coordination meeting must be held. In this meeting, the Government and contractor will discuss the contractor's task-specific quality control plan and come to a mutual understanding of the system details. This meeting may be held concurrently with the prework conference.

1.3.2 Safety

Prior to the start of task order construction, a safety coordination meeting must be held. In this meeting, the Government and contractor will discuss the contractor's site-specific safety and health plan and come to a mutual understanding of the system details. This meeting may be held concurrently with the prework conference.

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION (Not Applicable)

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SECTION 01312

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PART 3 EXECUTION (Not Applicable)

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SECTION 01312

QUALITY CONTROL SYSTEM (QCS)

PART 1 GENERAL

1.1 GENERAL

The Government will use the Resident Management System for Windows (RMS) to assist in its monitoring and administration of this contract. The Contractor shall use the Government-furnished Construction Contractor Module of RMS, referred to as QCS, to record, maintain, and submit various information throughout the contract period. This joint Government-Contractor use of RMS and QCS will facilitate electronic exchange of information and overall management of the contract. QCS provides the means for the Contractor to input, track, and electronically share information with the Government in the following areas:

Administration
Finances
Quality Control
Submittal Monitoring
Scheduling
Import/Export of Data

1.1.1 Applicability

QCS shall be used during both the design and construction phases of all task orders.

1.1.2 Correspondence and Electronic Communications

For ease and speed of communications, both Government and Contractor will, to the maximum extent feasible, exchange correspondence and other documents in electronic format. Correspondence, pay requests and other documents comprising the official contract record shall also be provided in paper format, with signatures and dates where necessary. Paper documents will govern, in the event of discrepancy with the electronic version.

1.1.3 Other Factors

Particular attention is directed to Contract Clause, "Schedules for Construction Contracts", Contract Clause, "Payments", Section 01320, PROJECT SCHEDULE, Section 01330, SUBMITTAL PROCEDURES, and Section 01451, CONTRACTOR QUALITY CONTROL, which have a direct relationship to the reporting to be accomplished through QCS. Also, there is no separate payment for establishing and maintaining the QCS database; all costs associated therewith shall be included in the task order pricing for the work.

1.2 QCS SOFTWARE

QCS is a Windows-based program that can be run on a stand-alone personal computer or on a network. The Government will make available the QCS

software to the Contractor after issuance of a task order. Prior to the Pre-Construction/Pre-Design Conference, as applicable the Contractor shall be responsible to download, install and use the latest version of the QCS software from the Government's RMS Internet Website:

(http://winrms.usace.army.mil/contractor's.htm).

Upon specific justification and request by the Contractor, the Government can provide QCS on 3-1/2 inch high-density diskettes or CD-ROM. Any program updates of QCS will be made available to the Contractor via the Government RMS Website as they become available.

1.3 SYSTEM REQUIREMENTS

The following listed hardware and software is the minimum system configuration that the Contractor shall have to run QCS:

HARDWARE

IBM-compatible PC with 500 MHz Pentium or higher processor

128+ MB RAM for workstation / 256+ MB RAM for server.

1 GB hard drive disk space for sole use by the QCS system.

3-1/2 inch high-density floppy drive.

Compact Disk (CD) Reader 8x speed or higher.

SVGA or higher resolution monitor (1024x768, 256 colors).

Mouse or other pointing device.

Windows compatible printer. (Laser printer must have 4 MB+ of RAM).

Connection to the Internet, minimum 56k BPS.

SOFTWARE

MS Windows 98, ME, NT, or 2000.

Word Processing software compatible with MS Word 97 or newer.

Latest version of: Netscape Navigator, Microsoft Internet Explorer, or other browser that supports HTML 4.0 or higher.

Electronic mail (E-mail) MAPI compatible.

Virus protection software that is regularly upgraded with all issued manufacturer's updates.

1.4 RELATED INFORMATION

1.4.1 QCS User Guide

After contract award, the Contractor shall download instructions for the installation and use of QCS from the Government RMS Internet Website. In case of justifiable difficulties, the Government will provide the Contractor with a CD-ROM containing these instructions.

1.4.2 Contractor Quality Control (CQC) Training

The use of QCS will be discussed with the Contractor's QC System Manager in the course entitled, "Construction Quality Management For Contractors" (Section 01451).

1.5 CONTRACT DATABASE

Prior to the pre-design conference, the Government will provide the Contractor with basic task order award data to use for QCS. The Government will provide data updates to the Contractor as needed, generally by files attached to E-mail. These updates will generally consist of submittal reviews, correspondence status, QA comments, and other administrative and QA data.

1.6 DATABASE MAINTENANCE

The Contractor shall establish, maintain, and update data for the contract in the QCS database throughout the duration of the contract. The Contractor shall establish and maintain the QCS database at the Contractor's site office. Data updates to the Government shall be submitted by E-mail with file attachments, e.g., daily reports, schedule updates, payment requests. If permitted by the Contracting Officer, a data diskette or CD-ROM may be used instead of E-mail (see Paragraph DATA SUBMISSION VIA COMPUTER DISKETTE OR CD-ROM). The QCS database typically shall include current data on the following items:

1.6.1 Administration

1.6.1.1 Contractor Information

The database shall contain the Contractor's name, address, telephone numbers, management staff, and other required items. Within 14 calendar days of receipt of QCS software from the Government, the Contractor shall deliver Contractor administrative data in electronic format via E-mail.

1.6.1.2 Subcontractor Information

The database shall contain the name, trade, address, phone numbers, and other required information for all subcontractors. A subcontractor must be listed separately for each trade to be performed. Each subcontractor/trade shall be assigned a unique Responsibility Code, provided in QCS. Within 14 calendar days of receipt of QCS software from the Government, the Contractor shall deliver subcontractor administrative data in electronic format via E-mail.

1.6.1.3 Correspondence

All Contractor correspondence to the Government shall be identified with a serial number. Correspondence initiated by the Contractor's site office shall be prefixed with "S". Letters initiated by the Contractor's home (main) office shall be prefixed with "H". Letters shall be numbered starting from 0001. (e.g., H-0001 or S-0001). The Government's letters to the Contractor will be prefixed with "C".

1.6.1.4 Equipment

The Contractor's QCS database shall contain a current list of equipment

planned for use or being used on the jobsite, including the most recent and planned equipment inspection dates.

1.6.1.5 Management Reporting

QCS includes a number of reports that Contractor management can use to track the status of the project. The value of these reports is reflective of the quality of the data input, and is maintained in the various sections of QCS. Among these reports are: Progress Payment Request worksheet, QA/QC comments, Submittal Register Status, Three-Phase Inspection checklists.

1.6.2 Finances

1.6.2.1 Pay Activity Data

The QCS database shall include a list of pay activities that the Contractor shall develop in conjunction with the construction schedule. The sum of all pay activities shall be equal to the total contract amount, including modifications. Pay activities shall be grouped by Item Number (IN), and the sum of the activities shall equal the amount of each IN. The total of all INs equals the task order total.

1.6.2.2 Payment Requests

All progress payment requests shall be prepared using QCS. The Contractor shall complete the payment request worksheet and include it with the payment request. The work completed under the task order, measured as percent or as specific quantities, shall be updated at least monthly. After the update, the Contractor shall generate a payment request report using QCS. The Contractor shall submit the payment requests with supporting data by E-mail with file attachment(s). If permitted by the Contracting Officer, a data diskette may be used instead of E-mail. A signed paper copy of the approved payment request is also required, which shall govern in the event of discrepancy with the electronic version.

1.6.3 Quality Control (QC)

QCS provides a means to track implementation of the 3-phase QC Control System, prepare daily reports, identify and track deficiencies, document progress of work, and support other contractor QC requirements. The Contractor shall maintain this data on a daily basis. Entered data will automatically output to the QCS generated daily report. The Contractor shall provide the Government a task-specific quality control plan within the time required in Section 01451, CONTRACTOR QUALITY CONTROL. Within seven calendar days of Government acceptance, the Contractor shall submit a data diskette or CD-ROM reflecting the information contained in the accepted task-specific quality control Plan: schedule, pay activities, features of work, submittal register, QC requirements, and equipment list.

1.6.3.1 Daily Contractor Quality Control (CQC) Reports

QCS includes the means to produce the Daily CQC Report. The Contractor may use other formats to record basic QC data. However, the Daily CQC Report generated by QCS shall be the Contractor's official report. Data from any supplemental reports by the Contractor shall be summarized and consolidated onto the QCS-generated Daily CQC Report. Daily CQC Reports shall be submitted as required by Section 01451, CONTRACTOR QUALITY CONTROL. Reports shall be submitted electronically to the Government using E-mail or

diskette within 24 hours after the date covered by the report. Use of either mode of submittal shall be coordinated with the Government representative. The Contractor shall also provide the Government a signed, printed copy of the daily CQC report.

1.6.3.2 Deficiency Tracking

The Contractor shall use QCS to track deficiencies. Deficiencies identified by the Contractor will be numerically tracked using QC punch list items. The Contractor shall maintain a current log of its QC punch list items in the QCS database. The Government will log the deficiencies it has identified using its QA punch list items. The Government's QA punch list items will be included in its export file to the Contractor. The Contractor shall regularly update the correction status of both QC and QA punch list items.

1.6.3.3 Three-Phase Control Meetings

The Contractor shall maintain scheduled and actual dates and times of preparatory and initial control meetings in QCS.

1.6.3.4 Accident/Safety Tracking

The Government will issue safety comments, directions, or guidance whenever safety deficiencies are observed. The Government's safety comments will be included in its export file to the Contractor. The Contractor shall regularly update the correction status of the safety comments. In addition, the Contractor shall utilize QCS to advise the Government of any accidents occurring on the jobsite. This brief supplemental entry is not to be considered as a substitute for completion of mandatory reports, e.g., ENG Form 3394 and OSHA Form 200.

1.6.3.5 Features of Work

The Contractor shall include a complete list of the features of work in the QCS database. A feature of work may be associated with multiple pay activities. However, each pay activity (see subparagraph "Pay Activity Data" of paragraph "Finances") will only be linked to a single feature of work.

1.6.3.6 QC Requirements

The Contractor shall develop and maintain a complete list of QC testing, transferred and installed property, and user training requirements in QCS. The Contractor shall update all data on these QC requirements as work progresses, and shall promptly provide this information to the Government via QCS.

1.6.4 Submittal Management

The Contractor shall develop the initial submittal register, ENG Form 4288, SUBMITTAL REGISTER, from the submittal list provided by its Designer of Record. Thereafter, the Contractor shall maintain a complete list of all submittals, including completion of all data columns. Dates on which submittals are received and returned by the Government will be included in its export file to the Contractor. The Contractor shall use QCS to track and transmit all submittals. ENG Form 4025, submittal transmittal form, and the submittal register update, ENG Form 4288, shall be produced using QCS. QCS and RMS will be used to update, store and exchange submittal

registers and transmittals, but will not be used for storage of actual submittals.

1.6.5 Schedule

The Contractor shall develop a construction schedule consisting of pay activities, in accordance with Section 01320, PROJECT SCHEDULE. This schedule shall be input and maintained in the QCS database either manually or by using the Standard Data Exchange Format (SDEF) (see Section 01320 PROJECT SCHEDULE). The updated schedule data shall be included with each pay request submitted by the Contractor.

1.6.6 Import/Export of Data

QCS includes the ability to export Contractor data to the Government and to import submittal register and other Government-provided data, and schedule data using SDEF.

1.7 IMPLEMENTATION

Contractor use of QCS as described in the preceding paragraphs is mandatory. The Contractor shall ensure that sufficient resources are available to maintain its QCS database, and to provide the Government with regular database updates. QCS shall be an integral part of the Contractor's management of quality control.

1.8 DATA SUBMISSION VIA COMPUTER DISKETTE OR CD-ROM

The Government-preferred method for Contractor's submission of updates, payment requests, correspondence and other data is by E-mail with file attachment(s). For locations where this is not feasible, the Contracting Officer may permit use of computer diskettes or CD-ROM for data transfer. Data on the disks or CDs shall be exported using the QCS built-in export function. If used, diskettes and CD-ROMs will be submitted in accordance with the following:

1.8.1 File Medium

The Contractor shall submit required data on 3-1/2 inch double-sided high-density diskettes formatted to hold 1.44 MB of data, capable of running under Microsoft Windows 95 or newer. Alternatively, CD-ROMs may be used. They shall conform to industry standards used in the United States. All data shall be provided in English.

1.8.2 Disk or CD-ROM Labels

The Contractor shall affix a permanent exterior label to each diskette and/or CD-ROM submitted. The label shall indicate in English, the QCS file name, full contract and task order numbers, task order name, project location, data date, name and telephone number of person responsible for the data.

1.8.3 File Names

The Government will provide the file names to be used by the Contractor with the QCS software.

1.9 MONTHLY COORDINATION MEETING

The Contractor shall update the QCS database each workday. At least monthly, the Contractor shall generate and submit an export file to the Government with schedule update and progress payment request. As required in Contract Clause "Payments", at least one week prior to submittal, the Contractor shall meet with the Government representative to review the planned progress payment data submission for errors and omissions. The Contractor shall make all required corrections prior to Government acceptance of the export file and progress payment request. Payment requests accompanied by incomplete or incorrect data submittals will be returned. The Government will not process progress payments until an acceptable QCS export file is received.

1.10 NOTIFICATION OF NONCOMPLIANCE

The Contracting Officer will notify the Contractor of any detected noncompliance with the requirements of this specification. 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.

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION (Not Applicable)

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SECTION 01320

PROJECT SCHEDULE

PART 1 GENERAL

1.1 DEFINITIONS

The Project Schedule shall be contract comprehensive, and shall track the progress of all open task orders in a single network analysis system. The Project Schedule shall be prepared and maintained in accordance with the provisions of this section.

A Construction Schedule shall be prepared and maintained for each task order. Construction schedules shall be in the form of a network analysis system except as noted below. When allowed, construction schedules may be in the form of a progress chart using ENG Form 2454, Construction Progress Chart. Construction Progress Charts shall be in accordance with the provisions of FAR 52.246-15, Schedules for Construction Contracts.

1.2 APPLICABILITY

The requirements of this section apply to the contract Project Schedule and the construction schedules of all task orders valued at $100,000 or more, and with a duration greater than 120 calendar days, unless otherwise noted in the task order. Task orders that do not meet these minimums may use Progress Charts.

All references to Project Schedule in this section shall mean the same as task order construction schedule for those task orders that exceed the minimum criteria stated above.

1.3 LEVEL OF DETAIL

The contract Project Schedule shall minimally include an activity for each feature of work in each task order. The activities in each task order shall be banded.

1.4 TASK ORDER DEPENDENCIES

Where a task order activity(ies) is/are impacted by an activity(ies) from another task order, this interrelationship shall be indicated in the contract Project Schedule.

1.5 ELECTRONIC SCHEDULE REQUIREMENT

The Project Schedule to be prepared by the Contractor shall be electronically prepared using software capable of generating a data file in the Standard Data Exchange Format (SDEF). The Project Schedule shall consist of a network analysis system as described below. In preparing this system the scheduling of Construction is the sole responsibility of the contractor. The requirement for the system is included to assure adequate planning in the execution of the work and to assist the Contracting Officer in appraising the reasonableness of the proposed schedule and evaluating progress of the work for the purposes of payment.

1.6 SUBMITTALS

Government acceptance is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

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

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

Periodic schedule updates of both project and construction schedules shall be submitted monthly, including schedules prepared on ENG Form 2454.

SD-06 Test Reports

Narrative Report.
Schedule Reports.

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

SD-07 Certificates

Qualifications; G.

Documentation showing qualifications of personnel preparing schedule reports.

1.7 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 using the software selected by the Contractor. 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 Contractor shall be responsible for scheduling of all design, procurement and construction activities. Contractor management personnel shall actively participate in its development. Designers of record, consultants, subcontractors and suppliers working on the project shall also contribute in developing and maintaining an accurate Project Schedule. The accepted 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 accepted 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 ELECTRONIC 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. Manually generated schedules will not be accepted.

The system noted below is capable of generating a file in the Standard Data Exchange Format (SDEF). All electronic data submittals shall be in SDEF. SDEF information is available from the Contracting Officer.

Vendor/System with SDEF support:

Primavera Systems	PRIMAVERA PROJECT PLANNER (P3)

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 Design and Permit Activities

The Contractor shall integrate design and permitting activities, including necessary conferences and follow-up actions and design package submission dates into the schedule. The design schedule showing the sequence of events involved in carrying out the design tasks within the specific task order period shall be included in the project schedule. The design schedule should be at a detailed level of scheduling sufficient to identify all major tasks including those that control the flow of work. The design schedule shall include review and correction periods associated with each item. This should be a forward planning as well as a project-monitoring tool. The schedule shall reflect calendar days and not specific dates for each activity. If the design schedule is changed, the Contractor shall submit a revised schedule reflecting the change within seven calendar days of the change.

3.3.2.3 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.

3.3.2.4 Government Activities

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

3.3.2.5 Responsibility

All activities shall be identified in the project schedule by the party responsible to perform the work. Responsibility includes, but is not limited to, the subcontracting firm, contractor work force, or government agency performing a given task. The responsible party for each activity shall be identified by the Responsibility Code.

3.3.2.6 Work Areas

All activities shall be identified in the project schedule by the work area in which the activity occurs. Activities shall not be allowed to cover more than one work area. The work area of each activity shall be identified by the Work Area Code.

3.3.2.7 Modification or Claim Number

Any activity that is added or changed by contract modification or used to justify claimed time shall be identified by a mod or claim code that changed the activity. Activities shall not belong to more than one modification or claim item. The modification or claim number of each activity shall be identified by the Mod or Claim Number.

3.3.2.8 Bid Item

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

3.3.2.9 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/task order completion date.

3.3.3.1 Project Start Date

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: an "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

Completion of the last activity in the schedule shall be constrained by the task order completion date. Calculation on project updates shall be such that if the early finish of the last activity falls after the task order 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: an "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 task order 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 task order 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. The completion dates of each phase of the design-build task order shall be identified as interim completion dates on the Project Schedule.

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 acceptance 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

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 accepted 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 acceptance 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 to assess Contractor's progress. If the Contractor fails or refuses to furnish the information and project schedule data, which in the judgment 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.

3.4.4 Standard Activity Coding Dictionary

The Contractor shall submit, with the Initial Project Schedule, a coding scheme that shall be used throughout the project for all activity codes contained in the schedule. The coding scheme submitted shall list the values for each activity code category and translate those values into project specific designations. For example, a Responsibility Code Value, "ELE", may be identified as "Electrical Subcontractor." Activity code values shall represent the same information throughout the duration of the contract. Once accepted with the Initial Project Schedule submission, changes to the activity coding scheme must be accepted by the Contracting Officer. the activity coding scheme must be accepted by the Contracting Officer.

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

Two data disks or two sets of data disks containing the project schedule shall be provided. Data on the disks shall be in the Standard Data Exchange Format (SDEF), in accordance with ER-1-1-11, PROGRESS, SCHEDULES, AND NETWORK ANALYSIS SYSTEMS, Appendix A, 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 and task order numbers, 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

Each file submitted shall have a name related to either the schedule data date, project name, or contract and task order numbers. 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 Accepted Changes Verification

Only project schedule changes that have been previously accepted 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, accepted 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 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 that have the same amount of total float shall be listed in ascending order of Early Start Dates.

3.5.4.4 Earnings Report

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, 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, on monthly schedule update submissions, whenever any logic changes have occurred, to include addition or deletion of activities due to modifications to the task order scope, or issuance of new task orders. 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. The activity or event number, description, duration, and estimated earned value shall be shown on the diagram.

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 work area and/or responsibility.

3.5.5.5 S-Curves

A graph of anticipated earnings (S-Curves) showing cumulative for the duration of the project. The vertical scale shall show earnings/percent complete from 0%-100%. The horizontal scale shall be a time scale showing the calendar months of the project. Three curves shall be plotted on the same graph; the earnings/percent complete based on early finish dates; the earnings/percent complete based on late finish dates; the actual earnings/percent complete to date.

3.5.5.6 Bar Chart

A bar chart covering the previous month's activities and progress, and the planned activities over 3 months projected into the future. The chart shall also include actual and anticipated earnings.

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 accept 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 accepted 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 that 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.

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, issuance of task orders, 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 task order

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 acceptance.

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 time extension on a task order 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 task order completion date.

3.7.2 Submission Requirements

The Contractor shall submit a justification for each request for a change in the task order 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 accepted 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.

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SECTION 01330

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SECTION 01330

SUBMITTAL PROCEDURES

PART 1 GENERAL

1.1 SUBMITTAL IDENTIFICATION

Submittals required are identified by SD numbers and titles as follows:

SD-01 Preconstruction Submittals

SD-02 Shop Drawings

SD-03 Product Data

SD-04 Samples

SD-05 Design Data

SD-06 Test Reports

SD-07 Certificates

SD-08 Manufacturer's Instructions

SD-09 Manufacturer's Field Reports

SD-10 Operation and Maintenance Data

SD-11 Closeout Submittals

1.2 SUBMITTAL CLASSIFICATION

Submittals are classified as follows:

1.2.1 Government Approved/Accepted

Governmental approval/acceptance is required for any deviations from the Solicitation or Accepted Proposal 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". The Contractor shall provide the Government with six (6) copies of all Government Approved/Accepted construction submittals.

1.2.2 Information Only

All submittals not requiring Government acceptance/approval will be for information only. They are not considered to be "shop drawings" within the terms of the Contract Clause referred to above. The Contractor shall provide the Government with four (4) copies of all Information Only submittals.

1.3 GOVERNMENT RESPONSIBILITY

1.3.1 Extensions of Design

Government review is required for extensions of design construction submittals used to define task order conformity, and for deviation from the completed design. Review will be only for conformance with the task order requirements. Included are only those construction submittals for which the Designer of Record design documents do not include enough detail to ascertain contract compliance. Government review is not required for extensions of design such as structural steel or reinforcement shop drawings.

1.3.2 Government Accepted/Approved Submittals

The Contracting Officer's conformance review or approval of submittals shall not be construed as a complete check, but will indicate only that the design, general method of construction, materials, detailing and other information appear to meet the Solicitation and Accepted Proposal. Government review or approval will not relieve the Contractor of the responsibility for any errors that may exist. The Contractor, under the Design and CQC requirements of this contract, is responsible for the design, dimensions, all design extensions, such as the design of adequate connections and details, etc., and the satisfactory construction of all work. After submittals have been reviewed for conformance or accepted/approved, as applicable, 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 CONTRACTOR RESPONSIBILITY

1.4.1 Designer of Record

The Designer of Record shall approve all extensions of design, critical materials, any deviations from the solicitation, the accepted proposal, the completed design, 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", these are considered to be "shop drawings". The Government may review Designer of Record approved submittals for conformance to the Solicitation and Accepted Proposal. The Government will review all submittals designated as deviating from the Solicitation or Accepted Proposal, as described below.

1.4.2 Disapproved Submittals

The Contractor shall make all corrections required by the Contracting Officer, obtain the Designer of Record's approval, when applicable, and promptly furnish a corrected submittal in the form and number of copies specified for the initial submittal. Any "information only" submittal found to contain errors or unapproved deviations from the Solicitation or Accepted Proposal shall be resubmitted as one requiring "approval" action, requiring both Designer of Record and Government acceptance/approval. If the Contractor considers any correction indicated by the Government on the submittals to constitute a change to the task order, it shall promptly provide a notice in accordance with the Contract Clause "Changes" to the Contracting Officer.

1.5 WITHHOLDING OF PAYMENT

No payment for materials incorporated in the work will be made if all required Designer of Record or Government acceptances/approvals have not been obtained. No payment will be made for any materials incorporated into the work for any conformance review submittals or information only submittals found to contain errors or deviations from the RFP or Accepted Proposal.

1.6 SUBMITTALS

Government acceptance/approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. The following shall be submitted in accordance with this section:

SD-01 Preconstruction Submittals

Submittal Register (ENG Form 4288); G.
Monthly Updates (ENG Form 4288)

Four copies of the completed ENG Form 4288 for the contract for each task order.

One copy of the monthly updates for each task order shall be submitted together with the monthly progress payment requests. One copy of the update for the contract shall be submitted with each task order update.

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) System Manager and each item shall be stamped, signed, and dated by the CQC System Manager 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 acceptance/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.

3.1.1 Design Submittals

The Contractor shall provide design submittals in accordance with Section

01012 entitled "DESIGN AFTER AWARD".

3.2 SUBMITTAL REGISTER (ENG FORM 4288)

3.2.1 REQUIREMENT

The contractor shall be responsible for preparing and maintaining a submittal register for the overall contract and one for each task order, in accordance with the provisions of this specification. The overall contract submittal register shall include all Division 1 submittals that apply to the entire contract, i.e. Accident Prevention Plan and Quality Control Plan, etc. In addition, each task order shall have its own submittal register that includes all of the administrative and technical submittals required for that particular task order.

3.2.2 CONTRACT SUBMITTAL REGISTER

The submittal register (ENG Form 4288) for the overall contract shall be submitted within 14 calendar days of contract award or during the preconstruction conference, whichever comes first. The Contractor shall use the government-provided software, QCS (see Section 01312 QUALITY CONTROL SYSTEM), to create the ENG Form 4288. The contractor is responsible for completing the columns labeled: Activity Number, Transmittal Number, and Contract Schedule Dates on the submittal register form. A copy of the form with the required contract submittals is furnished to the Contractor at the end of this section.The Designers of Record shall develop a complete list of submittals required during the design and construction phases of the task order.

3.2.3 TASK ORDER SUBMITTAL REGISTER

The Designers of Record shall develop a complete list of submittals required during the design and construction phases of the task order. At the end of this section is a copy of the submittal register listing those administrative submittals required for each task order. The contractor shall complete the columns listed in paragraph CONTRACT SUBMITTAL REGISTER. In addition, each construction task order will include one set of 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 shall use the government-provided software, in accordance with (Section 01312 QUALITY CONTROL SYSTEM), to create the ENG Form 4288. The completed Submittal Register shall be submitted to the Contracting Officer for approval within 14 calendar days after task order Notice to Proceed. The submit dates and need dates in the submittal register shall be coordinated with the dates in the Contractor's progress schedule. Updates to the submittal register showing the Contractor action codes and actual submittal dates with Government action codes and action dates shall be submitted monthly together with the monthly payment request, or until all submittals have been satisfactorily completed. When the progress schedule is revised, the submittal register shall also be revised and both resubmitted for approval. The approved submittal register will serve as a scheduling document for submittals and will be used to control submittal actions throughout the contract period.

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 (for design submittals, see Section 01012; for construction submittals, a minimum of 30 calendar days exclusive of mailing time) shall be allowed and shown on the register for review and approval by the Government. No delay damages or time extensions will be allowed for time lost in incorrect, incomplete and/or 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)

A transmittal form (ENG Form 4025) shall be used for submitting both Government approved and information only submittals. The Contractor shall use the government-provided software, QCS (see Section 01312 QUALITY CONTROL SYSTEM), to create the ENG Form 4025. A separate transmittal form shall be used for each specification section. 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

Submittals to the Contracting Officer are required in the number of copies identified in paragraph 1.2 and shall be submitted as follows:

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

3.5.2 Deviations

a. For submittals that include proposed deviations requested by the Contractor, the column "variation" on 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 Contractor's Designer of Record approval is required for any proposed deviations. The Government reserves the right to rescind inadvertent approval of submittals containing unnoted deviations.

b. In cases where "trade names or equal" are used in the plans and/or Technical Specifications, any "equal" substitution by the Contractor is considered a variance and will require the Government's approval. Approval action by the Contracting Officer will not relieve the Contractor of his quality control responsibility and compliance with the contract, except for those specific portions of the submittal which clearly highlight the departures from the contract, and which are brought to the attention of the Government. The Contractor shall be responsible for all corrective actions, when submittals containing provisions of non-compliance with the contract are not specifically brought to the Government's attention. Any associated cost or time loss from such corrective actions shall not be made subject to a claim

against the Government.

c. Variations from the contract requirements may require an appropriate contract modification prior to acceptance by the Government; however, such pending action shall not be a basis of claim for time or additional cost against the Government, since the Contractor still has the option to comply with the original contract requirements. If the variation is of a minor nature and does not affect a change in cost or time of performance, a modification may not be issued. All variations shall meet the standards set by the contract documents.

3.6 COORDINATION OF LAYOUTS

The Contractor Quality Control (CQC) organization is responsible for insuring that the shop drawings and submittals of the different trades are coordinated in order that space conflicts during installation/construction of mechanical, electrical, architectural, civil, structural and other items of work are avoided. The Contractor shall be required to prepare/develop coordinated working layout drawings prior to commencement of any feature of work, at any contractor tier, unless otherwise directed by the Contracting Officer. These layout drawings shall be reviewed and certified by the CQC organization prior to the start of work in any area. The CQC shall insure that layout drawings indicate all necessary features of work, providing for a coordinated arrangement of the various installations, giving full consideration for access to installed equipment/systems and the future maintenance of these items. Interference between equipment and systems or construction materials which cannot be resolved between Contractor and subcontracting tiers shall be resolved by the Contracting Officer at no additional cost to the Government, if it is determined that adequate space was available and installations could have been accommodated within the designated construction area through properly coordinated layout drawings. One (1) CQC certified copy of all layout drawings shall be available for Government's review five (5) working days prior to scheduled commencement of the work. Submission shall be made upon Government's request.

3.7 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."

3.8 GOVERNMENT ACCEPTED/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. The Contracting Officer will retain four (4) copies of the submittal and two (2) copies of the submittal will be returned to the Contractor. If the Government performs a conformance review of other Designer of Record approved submittals, the submittals will be so identified and returned, as described above.

3.9 INFORMATION ONLY SUBMITTALS

Submittals provided For Information Only (FIO) to the Government shall be submitted in four (4) 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.

3.10 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: (DESIGNER OF RECORD)
DATE: _____

-- End of Section --

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
Matoc IDIQ

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH	GOVT CLASSIFICATION	GOVT A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION		DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION		DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01320	SD-01 Preconstruction Submittals															
			Preliminary Project Schedule	3.4.1	G													
			Initial Project Schedule	3.4.2	G													
			Periodic Schedule Updates	3.4.3	G													
			SD-06 Test Reports															
			Narrative Report	3.5.2														
			Schedule Reports	3.5.4														
			SD-07 Certificates															
			Qualifications	1.7	G													
		01330	SD-01 Preconstruction Submittals															
			Submittal Register (ENG Form 4288)	3.2	G													
			Monthly Updates (ENG Form 4288)															
		01430	SD-06 Test Reports															
			Environmental Protection Plan		G													
		01451	SD-01 Preconstruction Submittals															
			Quality Control Plan	3.2	G													
			Task Order-Specific Quality Control Plan		G													
		01525	SD-01 Preconstruction Submittals															
			Accident Prevention Plan (APP)	1.8	G													
			Site Specific Safety and Health Plan (SSHP)	1.9	G													
			Activity Hazard Analysis (AHA)	1.9.1	G	G												
			Crane Work Plan		G													

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION: Matoc IDIQ

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ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH	GOVT CLASSIFICATION	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION		DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
					OR A/E REVW	SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION		DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01525	Proof of qualification	3.5.2	G												
			SD-06 Test Reports														
			Reports	1.13													
			Accident Reports	1.13.1													
			Monthly Exposure Reports	1.13.3													
			Regulatory Citations and Violations	1.13.4													
			Crane Reports	1.13.5													
		01780	SD-11 Closeout Submittals														
			As-Built Drawings	1.2.1													
			As-Built Record of Equipment and Materials	1.2.2													
			Warranty Management Plan	1.3.1													
			Warranty Tags	1.3.5													
			Final Cleaning	1.6													
		01900	SD-01 Preconstruction Submittals														
			Progress Chart		G												
			Organization Plan		G												
			Accident Prevention Plan														
			Activity Hazard Analyses		G												
			SD-03 Product Data														
			Recovered Material Report														
			SD-06 Test Reports														
			Inspection of Existing Conditions.														
			Dust Control	1.4	G												
			Excavation/Trenching Clearance														

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION: Matoc IDIQ

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH	CLASSIFICATION	GOVT A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION		DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
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(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)	
		01900	Condition of Contractor's Operation or Storage Area															
			SD-07 Certificates															
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SECTION 01451

CONTRACTOR QUALITY CONTROL

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.

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 DEFINITIONS

The Contractor's **Quality Control Program** shall apply to the entire contract, including individual task orders. The Contractor is responsible for quality control and shall establish and maintain an effective quality control program in compliance with the Contract Clause titled "Inspection of Construction." The quality control program shall consist of plans, procedures, and organization necessary to produce an end product that complies with the contract requirements. The program shall cover all construction operations, both onsite and offsite, and shall be keyed to the proposed construction sequence.

The Contractor shall develop and implement a Quality Control Plan that documents the methods and procedures to be used to ensure quality construction throughout the contract.

Quality control on each task order shall be governed by a **Task Order-Specific Quality Control Plan**.

1.3 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Quality Control Plan; G.

Task Order-Specific Quality Control Plan; G.

1.4 PAYMENT

Separate payment will not be made for providing and maintaining an effective Quality Control system, 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 Project Manager 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 Manager in this context shall mean the individual with the responsibility for the overall management of the contract and task orders, including design, construction, quality, and production.

3.2 QUALITY CONTROL PLAN

3.2.1 Contract Quality Control

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. Design and construction will be permitted to begin only after acceptance of the CQC Plan or acceptance of an interim plan task order-specific plan applicable to the particular feature of work to be started. Work outside task order-specific plan 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 Task Order-Specific Quality Control

The task order-specific quality control (QC) plan shall be submitted to the Contracting Officer for acceptance not later than 14 days, or an agreed to shorter period, after receipt of the task order notice to proceed. The task order-specific quality control plan shall be developed such that it applies to the specific conditions of the individual task order. Work on task orders shall not commence prior to receiving the Contracting Officer's written acceptance of both the contract Quality Control Plan and the task order-specific quality control plan.

3.2.3 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 Manager or someone higher in the Contractor's organization.

b. 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.

c. Procedures for scheduling, reviewing, certifying, and managing submittals, including those of subcontractors, designers of record, consultants, A/E's, offsite fabricators, suppliers, and purchasing agents. These procedures shall be in accordance with Section 01330 SUBMITTAL PROCEDURES or Section 01012, DESIGN AFTER AWARD, as applicable.

d. For all proposed QC materials testing laboratories the contractor must submit a current HED or MTC letter of validation.

e. Procedures for tracking preparatory, initial, and follow-up control phases and control, verification, and acceptance tests including documentation.

f. Procedures for tracking design and construction deficiencies from identification through acceptable corrective action. These procedures shall establish verification that identified deficiencies have been corrected.

g. Reporting procedures, including proposed reporting formats.

3.2.4 Content of the Task Order-Specific Quality Control Plan

The Task Order-Specific Quality Control Plan shall include, as a minimum, the following to cover all task order construction operations, both onsite and offsite, including work by subcontractors, fabricators, suppliers, and purchasing agents:

a. 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 task specific-quality control 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.

b. A copy of the letter to the Quality Control Representative (QCR) signed by the CQCSM which describes the responsibilities and delegates sufficient authorities to adequately perform the functions of the QCR, including authority to stop work which is not in compliance with the contract. A copy of this letter shall also be furnished to the Government.

c. 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.

d. A list of the definable features of work. A definable feature of work is a task that 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, but may also be developed as design progresses. Definable features must be identified prior to construction of that feature.

3.2.5 Additional Requirements for the Design Quality Control (DQC) Plan

A Design Quality Control Plan (DQC) is required on all design-build task orders. The DQC Plan shall supplement the CQC Plan. The Contractor's DQC Plan shall provide and maintain an effective design quality control program which will assure that all services required by the design-build task orders are performed and provided in a manner that meets professional architectural and engineering quality standards. As a minimum, competent, independent reviewers identified in the DQC Plan shall technically review all documents. The same element that produced the product shall not perform the independent technical review (ITR). The Contractor shall correct errors and deficiencies in the design documents prior to submitting them to the Government.

The Contractor shall include the design schedule in the task order Construction Schedule, showing the sequence of events involved in carrying out the project tasks within the specific task order period. This should be at a detailed level of scheduling sufficient to identify all major design tasks, including those that control the flow of work. The schedule shall include review and correction periods associated with each item. This should be a forward planning as well as a project-monitoring tool. The schedule reflects calendar days and not dates for each activity. If the schedule is changed, the Contractor shall submit a revised schedule reflecting the change within seven (7) calendar days. The Contractor shall include in the DQC Plan the discipline-specific checklists to be used during the design and quality control of each submittal. These completed checklists shall be submitted at each design phase as part of the project documentation. Example checklists can be found in ER 1110-1-12.

A Design Quality Control Manager who has the responsibility of being cognizant of, and assuring that all documents on the project have been coordinated, shall implement the DQC Plan. This individual shall be a person who has verifiable engineering or architectural design experience and is a registered professional engineer or architect. The Contractor shall notify the Contracting Officer, in writing, of the name of the individual, and the name of an alternate person assigned to the position.

The Contracting Officer will notify the Contractor, in writing, of the acceptance of the DQC Plan. After acceptance, any changes proposed by the Contractor are subject to the acceptance of the Contracting Officer.

3.2.6 Acceptance of Plan

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

3.2.7 Notification of Changes

After acceptance of the CQC and task order-specific QC Plan, the Contractor shall notify the Contracting Officer in writing a minimum of seven (7) calendar days prior to any of any proposed change. Proposed changes shall not be implemented prior to its acceptance by the Contracting Officer.

3.3 COORDINATION MEETINGS

After the Pre-design Conference and before the start of design and/or construction, and prior to acceptance by the Government of the Quality Control Plan, a Quality Control Coordination Meeting shall be held. The Contractor shall meet with the Contracting Officer or Authorized Representative to 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 this meeting, a mutual understanding of the CQC system details shall be developed, including the forms for recording the CQC operations, design activities, 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 will be prepared by the Government and signed by both the Contractor and the Contracting Officer's Representative. The minutes shall become a part of the task ordert 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 that may require corrective action by the Contractor.

During the pre-work conference for each task order, the contractor and the Government will discuss the details and implementation of the task order-specific QC plan. The contractor's task order-specific QC plan shall be submitted at this meeting.

3.4 QUALITY CONTROL ORGANIZATION

3.4.1 Personnel Requirements

The requirements for the CQC organization are a CQC System Manager (CQCSM), Quality Control Representative (QCR) a Design Quality Manager (See Section 01012), and a sufficient number of additional qualified personnel to ensure contract compliance. The Safety and Health Manager shall receive direction and authority from the CQC System Manager and shall serve as a member of the CQC staff. Personnel identified in the technical provisions as requiring specialized skills to assure the required work is being performed properly will also be included as par of the CQC organization. The Contractor shall provide a QCR on each task order who shall be at the site at all times during progress of the work and with complete authority and responsibility to take any action necessary to ensure contract compliance with the contract. All CQC staff members shall be subject to acceptance by

the Contracting Officer.

The Contractor shall provide adequate office space, filing systems and other resources as necessary to maintain an effective and fully functional CQC organization. Complete records of all letters, material submittals, shop drawing submittals, schedules and all other project documentation shall be promptly furnished to the CQC organization by the Contractor. The CQC organization shall be responsible to maintain these documents and records at the site at all times, except as otherwise acceptable to the Contracting Officer.

3.4.2 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 on the contract and have the authority to act in all CQC matters for the Contractor. The CQC System Manager shall be a graduate engineer, graduate architect, or a graduate of construction management with a minimum of 5 years construction experience on construction similar to this contract. The CQC System Manager, or an acceptable, qualified representative, shall be on site at all times during design and construction activities and shall be employed by the prime Contractor. The CQC System Manager 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.

3.4.3 Quality Control Representative

The Contractor shall identify as Quality Control Representative (QCR) an individual within the onsite work organization who shall be responsible for management of CQC on the task order and have the authority to act in all CQC matters on the task order for the Contractor. The QCR shall be a construction person with a minimum of three (3) years experience in quality control on Department of Defense construction projects similar in size and scope to the task order. The QCR shall be on the site at all times during construction and shall be employed by the prime Contractor. The QCR shall be assigned as quality control representative, but may have duties as project superintendent in addition to quality control, unless otherwise stated in the task order. An alternate for the QCR shall be identified in the plan to serve in the event of the QCR's absence. The requirement for the alternate shall be the same as for the designated QCR.

3.4.4 CQC Personnel (Construction)

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 in the areas listed below. Unless otherwise stated in the task order, these individuals, when required, may be employees of the prime or subcontractor; shall be responsible to the CQC System Manager and QCR; be physically present at the construction site during work on their areas of responsibility; have the necessary education and/or experience in accordance with the experience matrix listed herein. These individuals may perform other duties but must be allowed sufficient time to perform their assigned quality control duties as described in the Quality Control Plan.

EXPERIENCE MATRIX

	Area	Qualifications
a.	Civil	Graduate Civil Engineer with 2 years experience in the type of work being performed on this project or technician with 5 years related experience
b.	Mechanical	Graduate Mechanical Engineer with 2 years experience or technician with 5 years related experience
c.	Electrical	Graduate Electrical Engineer with 2 years related experience or technician with 5 years related experience
d.	Structural	Graduate Structural Engineer with 2 years experience or person with 5 years related experience
e.	Architectural	Graduate Architect with 2 years experience or person with 5 years related experience
f.	Environmental	Graduate Environmental Engineer with 3 years experience
g.	Submittals	Submittal Clerk with 1 year experience
h.	Occupied family housing	Person, customer relations type, coordinator experience
i.	Concrete, Pavements and Soils	Materials Technician with 2 years experience for the appropriate area

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.

3.4.5 Additional Requirement

In addition to the above experience and/or education requirements, the CQC System Manager all Quality Control Representatives, and any alternates shall have completed the course entitled "Construction Quality Management For Contractors" within the past 5 years. This course is periodically offered at the General Contractors Association of Hawaii.

3.4.6 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. Requests shall include the names, qualifications, duties, and responsibilities of each proposed replacement. Upon acceptance of any changes, the Contractor shall revise the CQC plan to accurately reflect the changes. The CQC plan shall be kept current at all times during the life of the contract.

3.5 SUBMITTALS AND DELIVERABLES

Design submittals shall be made as required in Section 01012, DESIGN AFTER AWARD. Construction submittals shall be made as specified in Section 01330, SUBMITTAL PROCEDURES. The CQC organization shall be responsible for certifying that all submittals and deliverables are in compliance with the contract requirements. When Section 15950A, Heating, Ventilating and Air Conditioning (HVAC) Control Systems; Section 15951A, Direct Digital Control for HVAC; Section 15990A, Testing, Adjusting, and Balancing of HVAC Systems; or Section 15995A, Commissioning of HVAC Systems, are included in the contract, the submittals required by those sections shall be coordinated with Section 01330, Submittal Procedures, to ensure adequate time is allowed for each type of submittal required.

3.6 CONTROL

Contractor Quality Control is the means by which the Contractor ensures that the design and construction, to include that of designers of record, consultants, subcontractors and suppliers, comply with the requirements of the contract. The CQC System Manager or QCR shall conduct at least three phases of control for each definable feature of construction 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, reference codes and standards. The Contractor shall make available and maintain a copy, in the field, of the referenced codes and standards applicable to the work to be accomplished, until final acceptance of the work.

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 Contracting Officer has accepted the portion of the plan for the work to be performed.

j. Discussion of the initial control phase.

k. The Government shall be notified at least 2 workdays in advance of beginning the preparatory control phase. This phase shall include a meeting conducted by the CQC System Manager or QCR 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 or QCR 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.

f. The Government shall be notified at least 1 workday in advance of beginning the initial phase. Separate minutes of this phase shall be prepared by the CQC System Manager or QCR 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 that 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 that 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 procure the services of a Corps of Engineers approved testing laboratory or establish an approved testing laboratory at the project site. The Contractor shall perform the following activities and record and provide the following data:

The Contractor's testing procedures shall include the following activities and shall 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 Validation Requirements

Any laboratory used by the Contractor for testing aggregate, concrete, bituminous materials, soils, rock, and other construction materials must possess a current validation letter prior to performance of testing by that laboratory. Validation shall be obtained through the Corps of Engineers Materials Testing Center (MTC) in Vicksburg, MS. Validation may be initiated by completing an Inspection Request Form and questionnaire that are available directly from the MTC or from the MTC website,

http://www.wes.army.mil/SL/MTC/inspection.htm.

The MTC also maintains a website listing validated laboratories at: http://www.wes.army.mil/SL/MTC/ValStatesTbl.htm.

3.7.2.2 Exception

The validation letters already obtained from HED in 2001 and 2002 will be considered acceptable proof of validation through its expiration date. Upon expiration, laboratories must be revalidated by the MTC, as required above. The validation status of laboratories in Hawaii may be found at: http://www.poh.usace.army.mil/Construction/LabValidation/labvalidation.html.

3.7.3 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.

3.7.4 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.

3.7.5 Onsite Laboratory

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

3.7.6 Furnishing or Transportation of Samples for Testing

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 or QCR 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 QCR, 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 CQC System Manager or QCR shall develop a punch list of items that do not conform to the contract documents. The Government will review the punch list and add to or correct the items listed. The CQC System Manager or QCR shall incorporate Government comments and provide a Pre-Final Punch List. The Contractor's CQC System Manager or QCR shall ensure that all items on this list have been corrected before notifying the Government to schedule a Final inspection with the customer. 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 (contract performance period) 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 Contractor shall notify the Contracting Officer at least 14 days prior to the proposed 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 to be performed under the contract, will be complete and acceptable by the date scheduled for the final acceptance inspection. The final acceptance inspection will be formally scheduled by the Contracting Officer based upon results of the Pre-Final 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".

3.8.4 Post Completion Feedback Meeting and Preparation of Written Minutes

At the completion of this project, the CQC Systems Manager will host a meeting to review the project and to discuss lessons learned during the design and construction of the project. This meeting should be scheduled for 4 hours on?site and should be attended by the Project Manager and representatives of the designers of record, consultants, and major subcontractors, including mechanical and electrical. The Contracting Officer will invite members of the design team to participate in this meeting. Minutes of the meeting shall be prepared by the CQC System Manager and submitted to the Government.

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 prepared using government-provided software, QCS (see Section 01312 01312), 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. Unless otherwise directed by the Contracting Officer 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, beginning with the construction NTP, 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 or QCR. The report from the CQC System Manager or QCR 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.

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SECTION 01525

SAFETY AND OCCUPATIONAL HEALTH REQUIREMENTS

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 within the text by the basic designation only.

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)

ANSI Z359.1	(1992; R 1999) Safety Requirements for Personal Fall Arrest Systems, Subsystems and Components

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 241	(2000) Safeguarding Construction,Alteration, and Demolition Operations
NFPA 51B	(2003) Fire Prevention During Welding, Cutting, and Other Hot Work
NFPA 70	(2002) National Electrical Code

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1	(1996) Safety and Health Requirements Manual

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)

29 CFR 1910	Occupational Safety and Health Standards
29 CFR 1910.146	Permit-required Confined Spaces
29 CFR 1910.94	Ventilation
29 CFR 1915	Confined and Enclosed Spaces and Other Dangerous Atmospheres in Shipyard Employment
29 CFR 1926	Safety and Health Regulations for Construction
29 CFR 1926.500	Fall Protection

1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only or as otherwise designated. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Accident Prevention Plan (APP); G

Site Specific Safety and Health Plan (SSHP); G

Activity Hazard Analysis (AHA); G

Crane Critical Lift Plan; G

Crane Work Plan; G

Proof of qualification for Crane Operators; G

SD-06 Test Reports

Reports

Submit reports as their incidence occurs, in accordance with the requirements of the paragraph entitled, "Reports."

Accident Reports

Monthly Exposure Reports

Regulatory Citations and Violations

Crane Reports

SD-07 Certificates

Confined Space Entry Permit

1.3 DEFINITIONS

a. Associate Safety Professional (ASP). An individual who is currently certified as an ASP by the Board of Certified Safety Professionals.

b. Certified Construction Health & Safety Technician (CHST). An individual who is currently certified as a CHST by the Board of Certified Safety Professionals.

c. Certified Industrial Hygienist (CIH). An individual who is currently certified as a CIH by the American Board of Industrial Hygiene.

d. Certified Safety Professional (CSP). An individual who is currently certified as a CSP by the Board of Certified Safety Professionals.

e. Certified Safety Trained Supervisor (CSTS). An individual who is currently certified as an STS by the Board of Certified Safety Professionals.

f. Competent Person for Fall Protection. A person who is capable of identifying hazardous or dangerous conditions in the personal fall arrest system or any component thereof, as well as their application and use with related equipment, and has the authority to take prompt corrective measures to eliminate the hazards of falling.

g. High Visibility Accident. Any mishap which may generate publicity and/or high visibility.

h. Low-slope roof. A roof having a slope less than or equal to 4 in 12 (vertical to horizontal).

i. Medical Treatment. Treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even through provided by a physician or registered personnel.

j. Multi-Employer Work Site (MEWS). A multi-employer work site, as defined by OSHA, is one in which many employers occupy the same site. The Government considers the Prime Contractor to be the "controlling authority" for all work site safety and health of the subcontractors.

k. Operating Envelope. The area surrounding any crane. Inside this "envelope" is the crane, the operator, riggers, rigging gear between the hook and the load, the load and the crane's supporting structure (ground, rail, etc.).

l. Qualified Person for Fall Protection. A person with a recognized degree or professional certificate, extensive knowledge, training and experience in the field of fall protection who is capable of performing design, analysis, and evaluation of fall protection systems and equipment.

m. Recordable Injuries or Illnesses. Any work-related injury or illness that results in:

(1) Death, regardless of the time between the injury and death, or the length of the illness;

(2) Days away from work;

(3) Restricted work;

(4) Transfer to another job;

(5) Medical treatment beyond first aid;

(6) Loss of consciousness; or

(7) A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it did not result in (1) through (6) above.

n. Site Safety and Health Officer (SSHO). The superintendent or other qualified or competent person who is responsible for the on-site safety and health required for the project. The CQC System Manager (CQCSM)cannot be the SSHO, even though the CQCSM has safety inspection responsibilities as part of the QC duties.

o. Steep roof. A roof having a slope greater than 4 in 12 (vertical to horizontal).

p. "USACE" property and equipment specified in USACE EM 385-1-1 should be interpreted as Government property and equipment.

1.4 REGULATORY REQUIREMENTS

In addition to the detailed requirements included in the provisions of this contract, work performed shall comply with USACE EM 385-1-1, and the following federal, state, and local, laws, ordinances, criteria, rules and regulations. Submit matters of interpretation of standards to the appropriate administrative agency for resolution before starting work. Where the requirements of this specification, applicable laws, criteria, ordinances, regulations, and referenced documents vary, the most stringent requirements shall apply.

1.5 DRUG PREVENTION PROGRAM

Conduct a proactive drug and alcohol use prevention program for all workers, prime and subcontractor, on the site. Ensure that no employee uses illegal drugs or consumes alcohol during work hours. Ensure there are no employees under the influence of drugs or alcohol during work hours. After accidents, collect blood, urine, or saliva specimens and test the injured and involved employees for the influence of drugs and alcohol. A copy of the test shall be made available to the Contracting Officer upon request.

1.6 SITE QUALIFICATIONS, DUTIES AND MEETINGS

1.6.1 Personnel Qualifications

1.6.1.1 Contract Safety Officer

The Contract Safety Officer shall have direct responsibility for the overall management of the Contractor's safety program for the entire contract, as required by the US Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, and other applicable safety standards. The Contract Safety Officer shall meet the following requirements:

Level 3:

A minimum of 5 years safety work on similar projects.
30-hour OSHA construction safety class or equivalent within the last 5 years.
An average of at least 24 hours of formal safety training each year for the past 5 years.
Competent person training as needed.

1.6.1.2 Site Safety and Health Officer

The Site and Safety and Health Officer will be identified in the task order. A staff of Site Safety and Health Officers shall support the Contract Safety Officer. All members of the safety staff are subject to review and acceptance by the Contracting Officer. A Site Safety and Health Officer shall be assigned to each task order and shall be onsite at all times during construction to perform safety and occupational health management, surveillance, inspections, and safety enforcement for the Contractor. These individuals shall have responsibility for site safety on the task order and shall report directly to the Contract Safety Officer on all safety matters. The Site Safety and Health Officer may be assigned other duties in the task order. The Site Safety and Health Officer shall meet the following requirements

[Level 1:
Worked on similar projects.
10-hour OSHA construction safety class or equivalent within last 3 years.
Competent person training as needed.]

[Level 2:
A minimum of 3 years safety work on similar project.
30-hour OSHA construction safety class or equivalent within last 3 years.
Competent person training as needed.]

[Level 3:
A minimum of 5 years safety work on similar projects.
30-hour OSHA construction safety class or equivalent within the last 5 years.
An average of at least 24 hours of formal safety training each year for the past 5 years.
Competent person training as needed.]

[Level 4:
A minimum of 10 years safety work of a progressive nature with at least 5 years of experience on similar projects.
30-hour OSHA construction safety class or equivalent within the last 5 years.
An average of at least 24 hours of formal safety training each year for the past 5 years with training for competent person status for at least the following [4] areas of competency: [Excavation]; [Scaffolding]; [Fall protection]; [Hazardous energy]; [Confined space]; [Health hazard recognition, evaluation and control of chemical, physical and biological agents]; [Personal protective equipment and clothing to include selection,

use and maintenance]; [_____].]

[Level 5:
An Associate Safety Professional (ASP), Certified Safety Trained Supervisor (STS) and/or Construction Health & Safety Technician (CHST).
A minimum of 10 years safety work of a progressive nature with at least 5 years of experience on similar projects.
30-hour OSHA construction safety class or equivalent within the last 5 years.
An average of at least 24 hours of formal safety training each year for the past 5 years with training for competent person status for at least the following [4] areas of competency: [Excavation]; [Scaffolding]; [Fall protection]; [Hazardous energy]; [Confined space]; [Health hazard recognition, evaluation and control of chemical, physical and biological agents]; [Personal protective equipment and clothing to include selection, use and maintenance]; [_____].]

[Level 6: A
Certified Safety Professional (CSP) and/or Certified Industrial Hygienist (CIH).
A minimum of 10 years safety work of a progressive nature with at least 5 years of experience on similar projects.
30-hour OSHA construction safety class or equivalent within the last 5 years.
An average of at least 24 hours of formal safety training each year for the past 5 years with training for competent person status for at least the following [4] areas of competency: [Excavation]; [Scaffolding]; [Fall protection]; [Hazardous energy]; [Confined space]; [Health hazard recognition, evaluation and control of chemical, physical and biological agents]; [Personal protective equipment and clothing to include selection, use and maintenance]; [_____].]

1.6.2 Personnel Duties

1.6.2.1 Site Safety and Health Officer (SSHO)

a. Conduct daily safety and health inspections and maintain a written log which includes area/operation inspected, date of inspection, identified hazards, recommended corrective actions, estimated and actual dates of corrections. Safety inspection logs shall be attached to the Contractors' daily quality control report.

b. Conduct mishap investigations and complete required reports. Maintain the OSHA Form 300 and Daily Production reports for prime and sub-contractors.

c. Maintain applicable safety reference material on the job site.

d. Attend the pre-construction conference, pre-work meetings including preparatory inspection meeting, and periodic in-progress meetings.

e. Implement and enforce accepted APPS and AHAs.

f. Maintain a safety and health deficiency tracking system that monitors outstanding deficiencies until resolution. A list of unresolved safety and health deficiencies shall be posted on the safety bulletin board.

g. Ensure sub-contractor compliance with safety and health requirements.

Failure to perform the above duties may result in dismissal of the SSHO, and/or a project work stoppage. The project work stoppage will remain in effect pending approval of a suitable replacement.

1.6.3 Meetings

1.6.3.1 Safety Coordination Meeting

a. The Contractor will be informed, in writing, of the date of the safety coordination meeting. The purpose of the safety coordination meeting is for the Contractor and the Contracting Officer's representatives to become acquainted and explain the functions and operating procedures of their respective organizations and to reach mutual understanding relative to the administration of the specific Safety and Health Plan (SSHP) before the initiation of work.

b. Contractor representatives who have a responsibility or significant role in accident prevention on the project shall attend the safety coordination meeting. This includes the project superintendent, contract safety officer, site safety and health officer, CQCSM, quality control representative, or any other assigned safety and health professionals who participated in the development of the SSHP (including the Activity Hazard Analyses (AHAs) and Special plans, program and procedures associated with it).

c. The Contractor shall discuss the details of the submitted SSHP to include incorporated plans, programs, procedures and a listing of anticipated AHAs that will be developed and implemented during the performance of the contract. This list of proposed AHAs will be reviewed at the meeting and an agreement will be reached between the Contractor and the Contracting Officer's representative as to which phases will require an analysis. In addition, a schedule for the preparation, submittal, review, and acceptance of AHAs shall be established to preclude project delays.

d. Deficiencies in the submitted SSHP will be brought to the attention of the Contractor at the safety coordination meeting, and the Contractor shall revise the plan to correct deficiencies and re-submit it for acceptance. Work shall not begin until there is an accepted SSHP.

e. The functions of a safety coordination meeting may take place at the Prework Conference.

1.6.3.2 Weekly Safety Meetings

Conduct weekly safety meetings at the project site for all employees. The Contracting Officer will be informed of the meeting in advance and be allowed attendance. Minutes showing contract title, signatures of attendees and a list of topics discussed shall be attached to the Contractors' daily quality control report.

1.6.3.3 3-Phase Control Meetings

The appropriate AHA shall be reviewed and attendance documented by the Contractor at the preparatory, initial, and follow-up phases of quality control inspection. The analysis should be used during daily inspections to ensure the implementation and effectiveness of safety and health controls.

1.7 TRAINING

1.7.1 New Employee Indoctrination

New employees (prime and sub-contractor) will be informed of specific site hazards before they begin work. Documentation of this orientation shall be kept on file at the project site.

1.7.2 Periodic Training

Provide Safety and Health Training in accordance with USACE EM 385-1-1 and the accepted and SSHP. Ensure all required training has been accomplished for all onsite employees.

1.7.3 Training on Activity Hazard Analysis (AHA)

Prior to beginning a new feature of work, training will be provided to all affected employees to include a review of the AHA to be implemented.

1.8 ACCIDENT PREVENTION PLAN (APP)

The Contractor shall use a qualified person to prepare the written APP. Prepare the APP in accordance with the format and requirements of USACE EM 385-1-1 and as supplemented herein. Cover all paragraph and subparagraph elements in USACE EM 385-1-1, Appendix A, "Minimum Basic Outline for Preparation of Accident Prevention Plan". Where a paragraph or subparagraph element is not applicable to the work to be performed indicate "Not Applicable" next to the heading. Specific requirements for some of the APP elements are described below in paragraph EM 385-1-1 contents. The APP shall address the Contractor's overall safety program for the entire contract. The APP shall interface with the Contractor's overall safety and health program. The APP shall include an executed POD Form 248-R rev (1 Jun 98), Accident Prevention Program, Administrative Plan.

Any portions of the Contractor's overall safety and health program referenced in the APP shall be included in the applicable APP element and made contract-specific. The Government considers the Prime Contractor to be the "controlling authority" for all work site safety and health of the subcontractors. Contractors are responsible for informing their

subcontractors of the safety provisions under the terms of the contract and the penalties for noncompliance, coordinating the work to prevent one craft from interfering with or creating hazardous working conditions for other crafts, and inspecting subcontractor operations to ensure that accident prevention responsibilities are being carried out. The APP shall be signed by the person and firm (senior person) preparing the APP, the Contractor, Project Manager, the Contract Safety Officer, and any designated CSP and/or CIH.

Submit the APP to the Contracting Officer at the Preconstruction Conference. Work cannot proceed without an accepted APP. The Contracting Officer reviews and comments on the Contractor's submitted APP and accepts it when it meets the requirements of the contract provisions.

Once accepted by the Contracting Officer, the APP and attachments will be enforced as part of the contract. Disregarding the provisions of this contract or the accepted APP will be cause for stopping of work, at the discretion of the Contracting Officer, until the matter has been rectified.

Once work begins, changes to the accepted APP shall be made with the knowledge and concurrence of the Contracting Officer, Project Manager, Contract Safety Officer, and CQCSM. Should any unforeseen hazard become evident during the performance of work, the Project Manager shall inform the Contracting Officer, both verbally and in writing, for resolution as soon as possible. In the interim, all necessary action shall be taken by the Contractor to restore and maintain safe working conditions in order to safeguard onsite personnel, visitors, the public, and the environment.

Copies of the accepted plan will be maintained at the resident engineer's office and at the job site. The APP shall be continuously reviewed and amended, as necessary, throughout the life of the contract. Unusual or high-hazard activities not identified in the original APP shall be incorporated in the plan as they are discovered.

1.8.1 EM 385-1-1 Contents

In addition to the requirements outlined in Appendix A of USACE EM 385-1-1, the following is required:

a. Names and qualifications (resumes including education, training, experience and certifications) of all site safety and health personnel designated to perform work on this conract to include designated site safety and health officers and other competent and qualified personnel to be used such as CSPs, CIHs, STSs, CHSTs. The duties of each position shall be specified.

b. Qualifications of competent and of qualified persons. As a minimum, competent persons shall be designated and qualifications submitted for each of the following major areas: excavation; scaffolding; fall protection; hazardous energy; confined space; health hazard recognition, evaluation and control of chemical, physical and biological agents; personal protective equipment and clothing to include selection, use and maintenance.

c. Confined Space Entry Plan. Develop a confined space entry plan in accordance with USACE EM 385-1-1, applicable OSHA standards 29 CFR 1910, 29 CFR 1915, and 29 CFR 1926, and any other federal, state and local regulatory requirements identified in this contract. Identify the qualified person's name and qualifications, training, and experience. Delineate the qualified person's authority to direct work stoppage in the event of hazardous conditions. Include procedure for rescue by contractor personnel and the coordination with emergency responders. (If there is no confined space work, include a statement that no confined space work exists and none will be created.)

d. Health Hazard Control Program. The Contractor shall designate a competent and qualified person to establish and oversee a Health Hazard Control Program in accordance with USACE EM 385-1-1, Section 6. The program shall ensure that employees, on-site Government representatives, and others, are not adversely exposed to chemical, physical and biological agents and that necessary controls and protective actions are instituted to ensure health.

e. Alcohol and Drug Abuse Plan

(1) Describe plan for random checks and testing with pre-employment screening in accordance with the DFAR Clause subpart 252.223-7004, "Drug Free Work Force."

(2) Description of the on-site prevention program

f. Training Records and Requirements. List of mandatory training and certifications which are applicable to this contract (e.g. explosive actuated tools, confined space entry, fall protection, crane operation, vehicle operator, forklift operators, personal protective equipment); list of requirements for periodic retraining/certification; outline requirements for supervisory and employee safety meetings.

1.8.2 Plan Acceptance

The Contractor shall not commence physical work at the site until the plan has been accepted by the Contracting officer, or his authorized representative. In developing and implementing its Accident Prevention Plan, the Contractor is also responsible for reviewing Section 1 of the most current edition of U.S. Army Corps of Engineers Safety and Health Requirement Manual EM 385-1-1.

1.9 Site Specific Safety and Health Plan (SSHP)

Upon issuance of each task order, the contractor shall prepare a site-specific safety and health plan addressing the safety aspects specific to the work ordered. Work on task orders shall not commence prior to receiving the Contracting Officer's written acceptance of both the contract Accident Prevention Plan and the site-specific safety and health plan.

The SSHP shall be prepared in accordance with the requirements specified in this section and shall comply with all federal, state, and local health and safety requirements, e.g., the Occupational Safety and Health

Administration (OSHA) requirements (29 CFR 1910 and 1926) and the U.S. Army Corps of Engineers Safety and Health Requirements Manual (EM 385-1-1). The SSHP shall address those elements that are specific to the task order site that have potential for negative effects on the safety and health of workers, the public, and other personnel on site.

An Activity Hazard Analysis (AHA), POD Form 184-R, rev 16 Oct 98, shall be submitted for all phases of construction specific to the task order and worksite. Work on a construction phase cannot begin until the AHA is submitted and accepted.

The SSHP shall identify the individual responsible for jobsite safety. This individual shall be present at the jobsite at all times during construction. Copies of the accepted SSHP and Accident Prevention Plan shall be available at the jobsite at all times. The location of these plans shall be known to all workers. All workers shall receive a safety briefing covering applicable sections of these plans prior to the start of construction.

Daily safety and health inspections shall be conducted to determine if site operations are conducted in accordance with the accepted SSHP and contract requirements. Results and observations made during these inspections shall be noted in the Contractor's daily report.

1.9.1 Activity Hazard Analysis (AHA)

The Activity Hazard Analysis (AHA) format shall be prepared using POD Form 184-R, rev 16 Oct 98. Submit the AHA for review at least 15 calendar days prior to the start of each feature of work. Format subsequent AHA as amendments to the SSHP. An AHA will be developed by the Contractor for every operation involving a type of work presenting hazards not experienced in previous task order operations or where a new work crew or subcontractor is to perform work. The analysis must identify and evaluate hazards and outline the proposed methods and techniques for the safe completion of each feature of work. At a minimum, define activity being performed, sequence of work, specific safety and health hazards anticipated, control measures (to include personal protective equipment) to eliminate or reduce each hazard to acceptable levels, equipment to be used, inspection requirements, training requirements for all involved, and the competent person in charge of that feature of work. For work with fall hazards, including fall hazards associated with scaffold erection and removal, identify the appropriate fall protection methods used. For work with materials handling equipment, address safeguarding measures related to materials handling equipment. For work requiring excavations, include requirements for safeguarding excavations. An activity requiring an AHA shall not proceed until the AHA has been accepted by the Contracting Officer's representative and a meeting has been conducted by the Contractor to discuss its contents with everyone engaged in the activity, including on-site Government representatives. The Contractor shall document meeting attendance at the preparatory, initial, and follow-up phases of quality control inspection. The AHA shall be continuously reviewed and, when appropriate, modified to address changing site conditions or operations. The analysis should be used during daily inspections to ensure the implementation and effectiveness of the activity's safety and health controls.

The AHA list will be reviewed periodically (at least monthly) at the Contractor supervisory safety meeting and updated as necessary when procedures, scheduling, or hazards change.

Activity hazard analyses shall be updated as necessary to provide an effective response to changing work conditions and activities. The on-site superintendent, site safety and health officer and competent persons used to develop the AHAs, including updates, shall sign and date the AHAs before they are implemented.

1.9.2 Fall Protection and Prevention (FP&P) Plan

When applicable, a Fall Protection and Prevention Plan shall be included in the SSHP. The plan shall be site specific and address all fall hazards in the work place and during different phases of construction. It shall address how to protect and prevent workers from falling to lower levels when they are exposed to fall hazards above 1.8 m (6 feet). A qualified person for fall protection shall prepare and sign the plan. The plan shall include fall protection and prevention systems, equipment and methods employed for every phase of work, responsibilities, assisted rescue, self-rescue and evacuation procedures, training requirements, and monitoring methods. Fall Protection and Prevention Plan shall be revised every six months for lengthy projects, reflecting any changes during the course of construction due to changes in personnel, equipment, systems or work habits. The accepted Fall Protection and Prevention Plan shall be kept and maintained at the job site for the duration of the project. The Fall Protection and Prevention Plan shall be included in the Site Specific Safety and Health Plan (SSHP).

1.9.3 Crane Critical Lift Plan

When applicable, a Crane Critical Lift Plan shall be included in the SSHP. Prepare and sign weight handling critical lift plans for lifts over 75 percent of the capacity of the crane or hoist (or lifts over 50 percent of the capacity of a barge mounted mobile crane's hoists) at any radius of lift; lifts involving more than one crane or hoist; lifts of personnel; and lifts involving non-routine rigging or operation, sensitive equipment, or unusual safety risks. The plan shall be submitted 15 calendar days prior to on-site work and include the requirements of USACE EM 385-1-1, paragraph 16.c.18. and the following:

(1) For lifts of personnel, the plan shall demonstrate compliance with the requirements of 29 CFR 1926.550(g).

(2) For barge mounted mobile cranes, barge stability calculations identifying barge list and trim based on anticipated loading; and load charts based on calculated list and trim. The amount of list and trim shall be within the crane manufacturer's requirements.

1.10 DISPLAY OF SAFETY INFORMATION

For each tack order, within 1 calendar days after commencement of work,

erect a safety bulletin board at the job site. The following information shall be displayed on the safety bulletin board in clear view of the on-site construction personnel, maintained current, and protected against the elements and unauthorized removal:

a. Map denoting the route to the nearest emergency care facility.

b. Emergency phone numbers.

c. Copy of the most up-to-date APP.

d. Current AHA(s).

e. OSHA 300A Form.

f. OSHA Safety and Health Protection-On-The-Job Poster.

g. Confined space entry permit.

h. Hot work permit.

i. A sign indicating the number of hours worked since last lost workday accident.

j. Safety and Health Warning Posters.

1.11 SITE SAFETY REFERENCE MATERIALS

Maintain safety-related references applicable to the project, including those listed in the article "References." Maintain applicable equipment manufacturer's manuals.

1.12 EMERGENCY MEDICAL TREATMENT

Contractors will arrange for their own emergency medical treatment. Government has no responsibility to provide emergency medical treatment.

1.13 REPORTS

1.13.1 Accident Reports

a. All injuries, illness, and properly damage, regardless of severity or magnitude are reportable. Reports shall be prepared on POD Form 265R and shall be submitted to the Contracting Officer no later than the end of the business day on which the incident occurred.

b. For recordable injuries and illnesses, and property damage accidents resulting in at least $2,000 in damages, the Prime Contractor shall conduct an accident investigation to establish the root cause(s) of the accident, complete the USACE Accident Report Form 3394 and provide the report to the Contracting Officer within 5 calendar day(s) of the accident. The Contracting Officer will provide copies of any required or special forms.

1.13.2 Accident Notification

Notify the Contracting Officer as soon as practical, but not later than four hours, after any accident meeting the definition of Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than $2,000. Information shall include contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of construction equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted.

1.13.3 Monthly Exposure Reports

Monthly exposure reporting to the Contracting Officer is required to be attached to the monthly billing request for each task order. This report is a compilation of employee-hours worked each month for all site workers, both prime and subcontractor. The Contracting Officer will provide copies of any special forms.

1.13.4 Regulatory Citations and Violations

Contact the Contracting Officer immediately of any OSHA or other regulatory agency inspection or visit, and provide the Contracting Officer with a copy of each citation, report, and contractor response. Correct violations and citations promptly and provide written corrective actions to the Contracting Officer.

1.13.5 Crane Reports

Submit crane inspection reports required in accordance with USACE EM 385-1-1, Appendix H and as specified herein with Daily Reports of Inspections.

1.14 HOT WORK

Prior to performing "Hot Work" (welding, cutting, etc.) or operating other flame-producing/spark producing devices, a written permit shall be requested from the Fire Division. CONTRACTORS ARE REQUIRED TO MEET ALL CRITERIA BEFORE A PERMIT IS ISSUED. The Contractor will provide at least two (2) twenty (20) pound 4A:20 BC rated extinguishers for normal "Hot Work". All extinguishers shall be current inspection tagged, approved safety pin and tamper resistant seal. It is also mandatory to have a designated FIRE WATCH for any "Hot Work" done at this activity. The Fire Watch shall be trained in accordance with NFPA 51B and remain on-site for a minimum of 30 minutes after completion of the task or as specified on the hot work permit.

a. Oil painting materials (paint, brushes, empty paint cans, etc.), and all flammable liquids shall be removed from the facility at quitting time. All painting materials and flammable liquids shall be stored outside in a suitable metal locker or box and will require re-submittal with non-hazardous materials.

b. Accumulation of trays, paper, shavings, sawdust, boxes and other packing materials shall be removed from the facility at the close of each workday and such material disposed of in the proper containers located away from the facility.

c. The storage of combustible supplies shall be a safe distance from structures.

d. Area outside the facility undergoing work shall be cleaned of trash, paper, or other discarded combustibles at the close of each workday.

e. All portable electric devices (saws, sanders, compressors, extension chord, lights, etc.) shall be disconnected at the close of each workday. When possible, the main electric switch in the facility shall be deactivated.

f. When starting work in the facility, Contractors shall require their personnel to familiarize themselves with the location of the nearest fire alarm boxes and place in memory the emergency Fire Division. ANY FIRE, NO MATTER HOW SMALL, SHALL BE REPORTED TO THE RESPONSIBLE FIRE DIVISION IMMEDIATELY.

PART 2 PRODUCTS

2.1 CONFINED SPACE SIGNAGE

The Contractor shall provide permanent signs integral to or securely attached to access covers for new permit-required confined spaces. Signs wording: "DANGER--PERMIT-REQUIRED CONFINED SPACE - DO NOT ENTER -" in bold letters a minimum of 25 mm (one inch) in height and constructed to be clearly legible with all paint removed. The signal word "DANGER" shall be red and readable from 1.52 m (5 feet).

PART 3 EXECUTION

3.1 CONSTRUCTION AND/OR OTHER WORK

The Contractor shall comply with USACE EM 385-1-1, NFPA 241, the APP, the SSHP, the AHA, Federal and/or State OSHA regulations, and other related submittals and activity fire and safety regulations. The most stringent standard shall prevail.

3.1.1 Hazardous Material Use

Each hazardous material must receive approval prior to being brought onto the job site or prior to any other use in connection with this contract. Allow a minimum of 10 working days for processing of the request for use of a hazardous material. Any work or storage involving hazardous chemicals or materials must be done in a manner that will not expose Government or Contractor employees to any unsafe or unhealthful conditions. Adequate protective measures must be taken to prevent Government or Contractor employees from being exposed to any hazardous condition that could result

from the work or storage. The Prime Contractor shall keep a complete inventory of hazardous materials brought onto the work-site. Approval by the Contracting Officer of protective measures and storage area is required prior to the start of the work.

3.1.2 Hazardous Material Exclusions

Notwithstanding any other hazardous material used in this contract, radioactive materials or instruments capable of producing ionizing/non-ionizing radiation (with the exception of radioactive material and devices used in accordance with USACE EM 385-1-1 such as nuclear density meters for compaction testing and laboratory equipment with radioactive sources) as well as materials which contain asbestos, mercury or polychlorinated biphenyls, di-isocynates, lead-based paint are prohibited. The Contracting Officer, upon written request by the Contractor, may consider exceptions to the use of any of the above excluded materials.

3.1.3 Unforeseen Hazardous Material

The design should have identified materials such as PCB, lead paint, and friable and non-friable asbestos. If additional material, not indicated, that may be hazardous to human health upon disturbance during construction operations is encountered, stop that portion of work and notify the Contracting Officer immediately. Within 14 calendar days the Government will determine if the material is hazardous. If material is not hazardous or poses no danger, the Government will direct the Contractor to proceed without change. If material is hazardous and handling of the material is necessary to accomplish the work, the Government will issue a modification pursuant to "FAR 52.243-4, Changes" and "FAR 52.236-2, Differing Site Conditions."

3.2 PRE-OUTAGE COORDINATION MEETING

Contractors are required to apply for utility outages at least 15 days in advance. As a minimum, the request should include the location of the outage, utilities being affected, duration of outage and any necessary sketches. Special requirements for electrical outage requests are contained elsewhere in this specification section. Once approved, and prior to beginning work on the utility system requiring shut down, the Contractor shall attend a pre-outage coordination meeting with the Contracting Officer and the Station Utilities Department to review the scope of work and the lock-out/tag-out procedures for worker protection. No work will be performed on energized electrical circuits unless proof is provided that no other means exist.

3.3 FALL HAZARD PROTECTION AND PREVENTION PROGRAM

The Contractor shall establish a fall protection and prevention program, for the protection of all employees exposed to fall hazards. The program shall include company policy, identify responsibilities, education and training requirements, fall hazard identification, prevention and control measures, inspection, storage, care and maintenance of fall protection equipment and rescue and escape procedures.

3.3.1 Training

The Contractor shall institute a fall protection training program. As part of the Fall Hazard Protection and Prevention Program, the Contractor shall provide training for each employee who might be exposed to fall hazards. A competent person for fall protection shall provide the training. Training requirements shall be in accordance with USACE EM 385-1-1, section 21.A.16.

3.3.2 Fall Protection Equipment

The Contractor shall enforce use of the fall protection equipment designated for each specific work activity in the Fall Protection and Prevention Plan and/or AHA at all times when an employee is on a surface 1.8 m(6 feet) or more above lower levels. Fall protection systems such as guardrails, personnel fall arrest system, safety nets, etc., are required when working within 1.8m (6 feet) of any leading edge. In addition to the required fall protection systems, safety skiff, personal floatation devices, life rings etc., are required when working above or next to water in accordance with USACE EM 385-1-1, paragraphs 05.I. and 05.J. Personal fall arrest systems are required when working from an articulating or extendible boom, swing stages, or suspended platform. In addition, personal fall arrest systems are required when operating other equipment such as scissor lifts if the work platform is capable of being positioned outside the wheelbase. The need for tying-off in such equipment is to prevent ejection of the employee from the equipment during raising, lowering, or travel. Fall protection must comply with 29 CFR 1926.500, Subpart M and USACE EM 385-1-1.

3.3.2.1 Personal Fall Arrest Equipment

Personal fall arrest equipment, systems, subsystems, and components shall meet ANSI Z359.1. Only a full-body harness with a shock-absorbing lanyard or self-retracting lanyard is an acceptable personal fall arrest device. Body belts may only be used as a positioning device system (for uses such as steel reinforcing assembly and in addition to an approved fall arrest system). Harnesses shall have a fall arrest attachment affixed to the body support (usually a Dorsal D-ring) and specifically designated for attachment to the rest of the system. Only locking snap hooks and carabiners shall be used. Webbing, straps, and ropes shall be made of synthetic fiber. The maximum free fall distance when using fall arrest equipment shall not exceed 1.8 m (6 feet). The total fall distance and any swinging of the worker (pendulum-like motion) that can occur during a fall shall always be taken into consideration when attaching a person to a fall arrest system.

3.3.3 Fall Protection for Roofing Work

Fall protection controls shall be implemented based on the type of roof being constructed and work being performed. The roof area to be accessed shall be evaluated for its structural integrity including weight-bearing capabilities for the projected loading.

a. Low Sloped Roofs:

(1) For work within 1.8 m (6 feet) of an edge, on low-slope roofs, personnel shall be protected from falling by use of personal fall arrest systems, guardrails, or safety nets. A safety monitoring system is not adequate fall protection and is not authorized.

(2) For work greater than 1.8 m (6 feet) from an edge, warning lines shall be erected and installed in accordance with 29 CFR 1926.500 and USACE EM 385-1-1.

b. Steep Roofs: Work on steep roofs requires a personal fall arrest system, guardrails with toe-boards, or safety nets. This requirement also includes residential or housing type construction.

3.3.4 Safety Nets

If safety nets are used as the selected fall protection system on the project, they shall be provided at unguarded work places, leading edge work or when working over water, machinery, dangerous operations or other surfaces where the use of ladders, scaffolds, catch platforms, temporary floors, fall arrest systems or restraint/positioning systems are impractical. Safety nets shall be tested immediately after installation with a drop test of 181.4 kg (400 pounds) dropped from the same elevation a person might fall, and every six months thereafter.

3.3.5 Existing Anchorage

Existing anchorages, to be used for attachment of personal fall arrest equipment, shall be certified (or re-certified) by a qualified person for fall protection in accordance with ANSI Z359.1. Exiting horizontal lifeline anchorages shall be certified (or re-certified) by a registered professional engineer with experience in designing horizontal lifeline systems.

3.3.6 Horizontal Lifelines

Horizontal lifelines shall be designed, installed, certified and used under the supervision of a qualified person for fall protection as part of a complete fall arrest system which maintains a safety factor of 2 (29 CFR 1926.500).

3.3.7 Guardrail Systems

Guardrails shall consist of top and mid-rails, post and toe boards. The top edge height of standard railing must be 42 inches plus or minus 3 inches above the walking/working level. When mid-rails are used, they must be installed at a height midway between the top edge of the guardrail system and the walking/working level. Posts shall be placed no more than 8 feet apart (29 CFR 1926.500 and USACE EM 385-1-1).

3.3.8 Rescue and Evacuation Procedures

When personal fall arrest systems are used, the contractor must ensure that

the mishap victim can self-rescue or can be rescued promptly should a fall occur. A Rescue and Evacuation Plan shall be prepared by the contractor and include a detailed discussion of the following: methods of rescue; methods of self-rescue; equipment used; training requirement; specialized training for the rescuers; procedures for requesting rescue and medical assistance; and transportation routes to a medical facility. The Rescue and Evacuation Plan shall be included in the Activity Hazard Analysis (AHA) for the phase of work, in the Fall Protection and Prevention (FP&P) Plan, and the Accident Prevention Plan (APP).

3.4 SCAFFOLDING

Employees shall be provided with a safe means of access to the work area on the scaffold. Climbing of any scaffold braces or supports not specifically designed for access is prohibited. Access to scaffold platforms greater than 6 m (20 feet) in height shall be accessed by use of a scaffold stair system. Vertical ladders commonly provided by scaffold system manufacturers shall not be used for accessing scaffold platforms greater than 6 m (20 feet) in height. The use of an adequate gate is required. Contractor shall ensure that employees are qualified to perform scaffold erection and dismantling. Do not use scaffold without the capability of supporting at least four times the maximum intended load or without appropriate fall protection as delineated in the accepted fall protection and prevention plan. Stationary scaffolds must be attached to structural building components to safeguard against tipping forward or backward. Special care shall be given to ensure scaffold systems are not overloaded. Side brackets used to extend scaffold platforms on self-supported scaffold systems for the storage of material is prohibited. The first tie-in shall be at the height equal to 4 times the width of the smallest dimension of the scaffold base. Work platforms shall be placed on mud sills. Scaffold or work platform erectors shall have fall protection during the erection and dismantling of scaffolding or work platforms that are more than six feet. Delineate fall protection requirements when working above six feet or above dangerous operations in the Fall Protection and Prevention (FP&P) Plan and Activity Hazard Analysis (AHA) for the phase of work.

3.4.1 Stilts

The use of stilts for gaining additional height in construction, renovation, repair or maintenance work is prohibited.

3.5 EQUIPMENT

3.5.1 Material Handling Equipment

a. Material handling equipment such as forklifts shall not be modified with work platform attachments for supporting employees unless specifically delineated in the manufacturer's printed operating instructions.

b. The use of hooks on equipment for lifting of material must be in accordance with manufacturer's printed instructions.

c. Operators of forklifts or power industrial trucks shall be

licensed in accordance with OSHA.

3.5.2 Equipment and Mechanized Equipment

a. Equipment shall be operated by designated qualified operators. Proof of qualifications shall be kept on the project site for review.

b. Manufacture specifications or owner's manual for the equipment shall be on-site and reviewed for additional safety precautions or requirements that are sometimes not identified by OSHA or USACE EM 385-1-1. Such additional safety precautions or requirements shall be incorporated into the AHAs.

c. Equipment and mechanized equipment shall be inspected in accordance with manufacturer's recommendations for safe operation by a competent person prior to being placed into use.

d. Daily checks or tests shall be conducted and documented on equipment and mechanized equipment by designated competent persons.

3.6 EXCAVATIONS

The competent person for excavations performed as a result of contract work shall be on-site when excavation work is being performed, and shall inspect, and document the excavations daily prior to entry by workers. The competent person must evaluate all hazards, including atmospheric, that may be associated with the work, and shall have the resources necessary to correct hazards promptly. The competent person shall perform soil classification in accordance with 29 CFR 1926.

3.6.1 Utility Locations

Prior to digging, the appropriate digging permit must be obtained. All underground utilities in the work area must be positively identified by a private utility locating service in addition to any station locating service and coordinated with the station utility department. Any markings made during the utility investigation must be maintained throughout the contract.

3.6.2 Utility Location Verification

The Contractor must physically verify underground utility locations by hand digging using wood or fiberglass handled tools when any adjacent construction work is expected to come within three feet of the underground system. Digging within 0.061 m (2 feet) of a known utility must not be performed by means of mechanical equipment; hand digging shall be used. If construction is parallel to an existing utility the utility shall be exposed by hand digging every 30.5 m (100 feet) if parallel within 1.5 m (5 feet) of the excavation.

3.6.3 Utilities with Concrete Slabs

Utilities located within concrete slabs or pier decks, bridges, and the like are extremely difficult to identify. The location must be coordinated

with station utility departments in addition to a private locating service. Outages on system utilities shall be used in circumstances where concrete chipping, saw cutting, or core drilling is required and utilities are unable to be completely identified.

3.6.4 Shoring Systems

Trench and shoring systems must be identified in the accepted safety plan and AHA. Manufacture tabulated data and specifications or registered engineer tabulated data for shoring or benching systems shall be readily available on-site for review. Job-made shoring or shielding shall have the registered professional engineer stamp, specifications, and tabulated data. Extreme care must be used when excavating near direct burial electric underground cables.

3.6.5 Trenching Machinery

Trenching machines with digging chain drives shall be operated only when the spotters/laborers are in plain view of the operator. Operator and spotters/laborers shall be provided training on the hazards of the digging chain drives with emphasis on the distance that needs to be maintained when the digging chain is operating. Documentation of the training shall be kept on file at the project site.

3.7 ELECTRICAL

3.7.1 Conduct of Electrical Work

Underground electrical spaces must be certified safe for entry before entering to conduct work. Cables that will be cut must be positively identified and de-energized prior to performing each cut. Positive cable identification must be made prior to submitting any outage request for electrical systems. Arrangements are to be coordinated with the Contracting Officer and Station Utilities for identification. The Contracting Officer will not accept an outage request until the Contractor satisfactorily documents that the circuits have been clearly identified. Perform all high voltage cable cutting remotely using hydraulic cutting tool. When racking in or live switching of circuit breakers, no additional person other than the switch operator will be allowed in the space during the actual operation. Plan so that work near energized parts is minimized to the fullest extent possible. Use of electrical outages clear of any energized electrical sources is the preferred method. When working in energized substations, only qualified electrical workers shall be permitted to enter. When work requires Contractor to work near energized circuits as defined by the NFPA 70, high voltage personnel must use personal protective equipment that includes, as a minimum, electrical hard hat, safety shoes, insulating gloves with leather protective sleeves, fire retarding shirts, coveralls, face shields, and safety glasses. In addition, provide electrical arc flash protection for personnel as required. Insulating blankets, hearing protection, and switching suits may also be required, depending on the specific job and as delineated in the Contractor's AHA.

3.7.2 Portable Extension Cords

Portable extension cords shall be sized in accordance with manufacturer ratings for the tool to be powered and protected from damage. All damaged extension cords shall be immediately removed from service. Portable extension cords shall meet the requirements of NFPA 70.

3.8 WORK IN CONFINED SPACES

The Contractor shall comply with the requirements in Section 06.I of USACE EM 385-1-1 and OSHA 29 CFR 1910.146. Any potential for a hazard in the confined space requires a permit system to be used.

a. Entry Procedures. Prohibit entry into a confined space by personnel for any purpose, including hot work, until the qualified person has conducted appropriate tests to ensure the confined or enclosed space is safe for the work intended and that all potential hazards are controlled or eliminated and documented. (See Section 06.I.05 of USACE EM 385-1-1 for entry procedures.) All hazards pertaining to the space shall be reviewed with each employee during review of the AHA.

b. Forced air ventilation is required for all confined space entry operations and the minimum air exchange requirements must be maintained to ensure exposure to any hazardous atmosphere is kept below its' action level.

c. Ensure the use of rescue and retrieval devices in confined spaces greater than 1.5 m (5 feet) in depth. Conform to Sections 06.I.09, 06.I.10 and 06.I.11 of USACE EM 385-1-1.

d. Sewer wet wells require continuous atmosphere monitoring with audible alarm for toxic gas detection.

e. Include training information for employees who will be involved as entrants and attendants for the work. Conform to Section 06.I.06 of USACE EM 385-1-1.

f. Daily Entry Permit. Post the permit in a conspicuous place close to the confined space entrance.

3.9 CRYSTALLINE SILICA

Grinding, abrasive blasting, and foundry operations of construction materials containing crystalline silica, shall comply with OSHA regulations, such as 29 CFR 1910.94, and USACE EM 385-1-1, Appendix C. The Contractor shall develop and implement effective exposure control and elimination procedures to include dust control systems, engineering controls, and establishment of work area boundaries, as well as medical surveillance, training, air monitoring, and personal protective equipment.

3.10 HOUSEKEEPING

3.10.1 Clean-Up

All debris in work areas shall be cleaned up daily or more frequently if necessary. Construction debris may be temporarily located in an approved location, however garbage accumulation must be removed each day.

3.10.2 Falling Object Protection

All areas must be barricaded to safeguard employees. When working overhead, Barricade the area below to prevent entry by unauthorized employees. Construction warning tape and signs shall be posted so they are clearly visible from all possible access points. When employees are working overhead all tools and equipment shall be secured so that they will not fall. When using guardrail as falling object protection, all openings shall be small enough to prevent passage of potential falling objects.

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SECTION 01780

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SECTION 01780

CLOSEOUT SUBMITTALS

PART 1 GENERAL

1.1 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-11 Closeout Submittals

As-Built Drawings.

Drawings showing final as-built conditions of the project. The final CADD as-built drawings shall consist of one set of electronic CADD drawing files in the specified format, one set of original drawings, 2 sets of prints of the originals, and one set of the Government accepted working as-built drawings.

As-Built Record of Equipment and Materials.

Two copies of the record listing the as-built materials and equipment incorporated into the construction of the project.

Warranty Management Plan.

One set of the warranty management plan containing information relevant to the warranty of materials and equipment incorporated into the construction project, including the starting date of warranty of construction. The Contractor shall furnish with each warranty the name, address, and telephone number of each of the guarantor's representatives nearest to the project location.

Warranty Tags.

Two record copies of the warranty tags showing the layout and design.

Final Cleaning.

Two copies of the listing of completed final clean-up items.

1.2 PROJECT RECORD DOCUMENTS

1.2.1 As-Built Drawings

This paragraph covers as-built drawings complete, as a requirement of the contract. The terms "drawings," "contract drawings," "drawing files," "working as-built drawings" and "final as-built drawings" refer to contract drawings which are revised to be used for final as-built drawings.

1.2.1.1 Government Furnished Materials

One set of electronic CADD files in the specified software and format revised to reflect all proposal amendments will be provided by the Government at the pre-work conference for task orders requiring CADD file as-built drawings.

1.2.1.2 Working As-Built and Final As-Built Drawings

The Contractor shall maintain 2 sets of paper drawings by red-line process to show the as-built conditions during the prosecution of the project. These working as-built marked drawings shall be kept current on a daily basis and at least one set shall be available on the jobsite at all times. Changes from the task order plans which are made in the work or additional information which might be uncovered in the course of construction shall be accurately and neatly recorded as they occur by means of details and notes. At the final inspection or upon beneficial occupancy of the facility by the user, whichever comes first, the Contractor shall provide one of the two sets of working as-built drawings to the COR for turnover with the facility. This set will serve as an advance/interim working set for the occupant of the completed facility; until such time that the final as-built drawings are furnished to them. Final as-built drawings shall be prepared after the completion of each definable feature of work as listed in the Contractor Quality Control Plan (Foundations, Utilities, Structural Steel, etc., as appropriate for the project). The working as-built marked drawings and final as-built drawings will be jointly reviewed for accuracy and completeness by the Contracting Officer and the Contractor prior to submission of each monthly pay estimate. If the Contractor fails to maintain the working and final as-built drawings as specified herein, the Contracting Officer will deduct from the monthly progress payment an amount representing the estimated cost of maintaining the as-built drawings. This monthly deduction will continue until an agreement is reached between the Contracting Officer and the Contractor regarding the accuracy and completeness of updated drawings. The working and final as-built drawings shall show, but shall not be limited to, the following information:

a. The actual location, kinds and sizes of all sub-surface utility lines. In order that the location of these lines and appurtenances may be determined in the event the surface openings or indicators become covered over or obscured, the as-built drawings shall show, by offset dimensions to two permanently fixed surface features, the end of each run including each change in direction. Valves, splice boxes and similar appurtenances shall be located by dimensioning along the utility run from a reference point. The average depth below the surface of each run shall also be recorded.

b. The location and dimensions of any changes within the building structure.

c. Correct grade, elevations, cross section, or alignment of roads, earthwork, structures or utilities if any changes were made from contract plans.

d. Changes in details of design or additional information obtained from working drawings specified to be prepared and/or furnished by the Contractor; including but not limited to fabrication, erection, installation plans and placing details, pipe sizes,

insulation material, dimensions of equipment foundations, etc.

e. The topography, invert elevations and grades of drainage installed or affected as part of the project construction.

f. Changes or modifications which result from the final inspection.

g. Where contract drawings or specifications present options, only the option selected for construction shall be shown on the final as-built drawings.

h. If borrow material for this project is from sources on Government property, or if Government property is used as a spoil area, the Contractor shall furnish a contour map of the final borrow pit/spoil area elevations.

i. Systems designed or enhanced by the Contractor, such as HVAC controls, fire alarm, fire sprinkler, and irrigation systems.

j. Modifications (change order price shall include the Contractor's cost to change working and final as-built drawings to reflect modifications) and compliance with the following procedures.

(1) Directions in the modification for posting descriptive changes shall be followed.

(2) A Modification Circle shall be placed at the location of each deletion.

(3) For new details or sections which are added to a drawing, a Modification Circle shall be placed by the detail or section title.

(4) For minor changes, a Modification Circle shall be placed by the area changed on the drawing (each location).

(5) For major changes to a drawing, a Modification Circle shall be placed by the title of the affected plan, section, or detail at each location.

(6) For changes to schedules or drawings, a Modification Circle shall be placed either by the schedule heading or by the change in the schedule.

(7) The Modification Circle size shall be 1/2 inch diameter unless the area where the circle is to be placed is crowded. Smaller size circle shall be used for crowded areas.

1.2.1.3 Drawing Preparation

The as-built drawings shall be modified as may be necessary to correctly show the features of the project as it has been constructed by bringing the task order set into agreement with Government accepted working as-built drawings, and adding such additional drawings as may be necessary. These working as-built marked drawings shall be neat, legible and accurate. These drawings are part of the permanent records of this project and shall be returned by the Contractor to the Contracting Officer after final acceptance by the Government. Any drawings damaged or lost by the Contractor shall be satisfactorily replaced by the Contractor at no expense to the Government.

1.2.1.4 Computer Aided Design and Drafting (CADD) Drawings

Only personnel proficient in the preparation of microstation CADD drawings shall be employed to modify the task order drawings or prepare additional new drawings. Additions and corrections to the task order drawings shall be equal in quality and detail to that of the originals. Line colors, line weights, lettering, layering conventions, and symbols shall be the same as the original line colors, line weights, lettering, layering conventions, and symbols. If additional drawings are required, they shall be prepared using the specified electronic file format applying the same graphic standards specified for original drawings. The title block and drawing border to be used for any new final as-built drawings shall be identical to that used on the task order drawings. Additions and corrections to the task order drawings shall be accomplished using CADD files. The Contractor will be furnished Microstation CADD files and pentable. The electronic files will be supplied on compact disc, read-only memory (CD-ROM). The Contractor shall be responsible for providing all program files and hardware necessary to prepare final as-built drawings. The Contracting Officer will review final as-built drawings for accuracy and the Contractor shall make required corrections, changes, additions, and deletions.

a. CADD colors shall be the "base" colors of red, green, and blue. Color code for changes shall be as follows:

   (1) Deletions (red) - Deleted graphic items (lines) shall be colored red with red lettering in notes and leaders.

   (2) Additions (Green) - Added items shall be drawn in green with green lettering in notes and leaders.

   (3) Special (Blue) - Items requiring special information, coordination, or special detailing or detailing notes shall be in blue.

b. All changes to the task order drawing files shall be made on the level as the original item. There shall be no deletions of existing lines; existing lines shall be over struck in red. Additions shall be in green with line weights the same as the drawing.

c. When final revisions have been completed, the cover sheet drawing shall show the wording "RECORD DRAWING AS-BUILT" followed by the name of the Contractor in letters at least 3/16 inch high. All other task order drawings shall be marked either "as-built" drawing denoting no revisions on the sheet or "Revised As-Built" denoting one or more revisions. Original task order drawings shall be dated in the revision block.

d. Within 10 days after Government acceptance of all of the working as-built drawings for a phase of work, the Contractor shall prepare the final CADD as-built drawings for that phase of work and submit two sets of blue/black-line prints of these drawings for Government review. The Government will promptly return one set of prints annotated with any necessary corrections. Within 10 days the Contractor shall revise the CADD files accordingly at no additional cost and submit one set of final prints for the completed phase of work to the Government. Within 10 days of substantial completion of all phases of work, the Contractor shall

submit the final as-built drawing package for the entire project. The submittal shall consist of one set of electronic files on compact disc, read-only memory (CD-ROM), one set of originals, two sets of prints and one set of the Government annotated and accepted working as-built drawings. They shall be complete in all details and identical in form and function to the task order drawing files supplied by the Government. Any transactions or adjustments necessary to accomplish this is the responsibility of the Contractor. The Government reserves the right to reject any drawing files it deems incompatible with the customer's CADD system. Paper prints, drawing files and storage media submitted will become the property of the Government upon final acceptance. Failure to submit final as-built drawing files or working as-built marked drawings as specified shall be cause for withholding any payment due the Contractor under this contract. Acceptance of final as-built drawings shall be accomplished before final payment is made to the Contractor.

1.2.1.5 Payment

No separate payment will be made for as-built drawings required under any task order, and all costs accrued in connection with such drawings shall be considered a subsidiary obligation of the Contractor.

1.2.2 As-Built Record of Equipment and Materials

The Contractor shall furnish one copy of preliminary record of equipment and materials used on the project 15 days prior to final inspection. This preliminary submittal will be reviewed and returned 2 days after final inspection with Government comments. Two sets of final record of equipment and materials shall be submitted 10 days after final inspection. The designations shall be keyed to the related area depicted on the task order drawings. The record shall list the following data:

RECORD OF DESIGNATED EQUIPMENT AND MATERIALS DATA

Description	Specification Section	Manufacturer and Catalog, Model, and Serial Number	Composition and Size	Where Used

1.2.3 Final Approved Shop Drawings

The Contractor shall furnish final approved project shop drawings 30 days after transfer of the completed facility.

1.2.4 Real Property Equipment

The Contractor shall furnish a list of installed equipment furnished under this task order. The list shall include all information usually listed on manufacturer's name plate. The "EQUIPMENT-IN-PLACE LIST" shall include, as applicable, the following for each piece of equipment installed: description of item, location (by room number), model number, serial number, capacity, name and address of manufacturer, name and address of equipment supplier, condition, spare parts list, manufacturer's catalog, and warranty. A draft list shall be furnished at time of transfer. The final list shall be furnished 30 days after transfer of the completed facility.

1.3 WARRANTY MANAGEMENT

1.3.1 Warranty Management Plan

The Contractor shall develop a warranty management plan. At least 30 days before the planned pre-warranty conference, the Contractor shall submit the warranty management plan for Government approval. The warranty management plan shall include all required actions and documents to assure that the Government receives all warranties to which it is entitled, in accordance with the Contract Clause, WARRANTY OF CONSTRUCTION. The plan shall be in narrative form and contain sufficient detail to render it suitable for use by future maintenance and repair personnel, whether tradesmen, or of engineering background, not necessarily familiar with this contract. The term "status" as indicated below shall include due date and whether item has been submitted or was accomplished. Warranty information made available during the construction phase shall be submitted to the Contracting Officer for approval prior to each monthly pay estimate. Approved information shall be assembled in a binder and shall be turned over to the Government upon acceptance of the work. The construction warranty period shall begin on the date of project acceptance and shall continue for the full product warranty period. A joint 4 month and 9 month warranty inspection shall be conducted, measured from time of acceptance, by the Contractor, Contracting Officer and the Customer Representative. Information contained in the warranty management plan shall include, but shall not be limited to, the following:

a. Roles and responsibilities of all personnel associated with the warranty process, including points of contact and telephone numbers within the organizations of the Contractors, subcontractors, manufacturers or suppliers involved.

b. Listing and status of delivery of all Certificates of Warranty for extended warranty items, to include roofs, HVAC balancing, pumps, motors, transformers, and for all commissioned systems such as fire protection and alarm systems, sprinkler systems, lightning protection systems, etc.

c. A list for each warranted equipment, item, feature of construction or system indicating:

   (1) Name of item.
   (2) Model and serial numbers.
   (3) Location where installed.
   (4) Name and phone numbers of manufacturers or suppliers.
   (5) Names, addresses and telephone numbers of sources of spare parts.
   (6) Warranties and terms of warranty. This shall include one-year overall warranty of construction. Items which have extended warranties shall be indicated with separate warranty expiration dates.
   (7) Cross-reference to warranty certificates as applicable.
   (8) Starting point and duration of warranty period.
   (9) Summary of maintenance procedures required to continue the warranty in force.
   (10) Cross-reference to specific pertinent Operation and Maintenance manuals.
   (11) Organization, names and phone numbers of persons to call for warranty service.

(12) Typical response time and repair time expected for various warranted equipment.

d. The Contractor's plans for attendance at the 4 and 9 month post-construction warranty inspections conducted by the Government.

e. Procedure and status of tagging of all equipment covered by extended warranties.

f. Copies of instructions to be posted near selected pieces of equipment where operation is critical for warranty and/or safety reasons.

1.3.2 Performance Bond

The Contractor's Performance Bond shall remain in effect throughout the construction period, and during the life of any guaranty required under the Contract Performance Bond, Standard Form 25.

a. In the event the Contractor fails to commence and diligently pursue any construction warranty work required, the Contracting Officer will have the work performed by others. After completion of the construction warranty work, charges will be made to the remaining construction warranty funds of expenses which the Government incurred while performing the work, including, but not limited to administrative expenses.

b. In the event sufficient funds are not available to cover the construction warranty work performed by the Government, at the Contractor's expense, the Contracting Officer will have the right to recoup expenses from the bonding company.

c. Following oral or written notification of required construction warranty repair work, the Contractor shall respond in a timely manner. Written verification will follow oral instructions. Failure of the Contractor to respond will be cause for the Contracting Officer to proceed against the Contractor.

1.3.3 Pre-Warranty Conference

Prior to task order completion, and at a time designated by the Contracting Officer, the Contractor shall meet with the Contracting Officer to develop a mutual understanding with respect to the requirements of this section. Communication procedures for Contractor notification of construction warranty defects, priorities with respect to the type of defect, reasonable time required for Contractor response, and other details deemed necessary by the Contracting Officer for the execution of the construction warranty shall be established/reviewed at this meeting. In connection with these requirements and at the time of the Contractor's quality control completion inspection, the Contractor shall furnish the name, telephone number and address of a licensed and bonded company which is authorized to initiate and pursue construction warranty work action on behalf of the Contractor. This point of contact will be located within the local service area of the warranted construction, shall be continuously available, and shall be responsive to Government inquiry on warranty work action and status. This requirement does not relieve the Contractor of any of its responsibilities in connection with other portions of this provision.

1.3.4 Contractor's Response to Construction Warranty Service Requirements

Following oral or written notification by the Contracting Officer, the Contractor shall respond to construction warranty service requirements in accordance with the "Construction Warranty Service Priority List" and the three categories of priorities listed below. The Contractor shall submit a report on any warranty item that has been repaired during the warranty period. The report shall include the cause of the problem, date reported, corrective action taken, and when the repair was completed. If the Contractor does not perform the construction warranty within the timeframes specified, the Government will perform the work and backcharge the construction warranty payment item established.

a. First Priority Code 1. Perform onsite inspection to evaluate situation, and determine course of action within 4 hours, initiate work within 6 hours and work continuously to completion or relief.

b. Second Priority Code 2. Perform onsite inspection to evaluate situation, and determine course of action within 8 hours, initiate work within 24 hours and work continuously to completion or relief.

c. Third Priority Code 3. All other work to be initiated within 3 work days and work continuously to completion or relief.

d. The "Construction Warranty Service Priority List" is as follows:

Code 1-Air Conditioning Systems
(1) Recreational support.
(2) Air conditioning leak in part of building, if causing damage.
(3) Air conditioning system not cooling properly.

Code 1-Doors
(1) Overhead doors not operational, causing a security, fire, or safety problem.
(2) Interior, exterior personnel doors or hardware, not functioning properly, causing a security, fire, or safety problem.

Code 3-Doors
(1) Overhead doors not operational.
(2) Interior/exterior personnel doors or hardware not functioning properly.

Code 1-Electrical
(1) Power failure (entire area or any building operational after 1600 hours).
(2) Security lights
(3) Smoke detectors

Code 2-Electrical
(1) Power failure (no power to a room or part of building).
(2) Receptacle and lights (in a room or part of building).

Code 3-Electrical
Street lights.

Code 1-Gas
(1) Leaks and breaks.
(2) No gas to family housing unit or cantonment area.

Code 1-Heat
(1) Area power failure affecting heat.
(2) Heater in unit not working.

Code 2-Kitchen Equipment
(1) Dishwasher not operating properly.
(2) All other equipment hampering preparation of a meal.

Code 1-Plumbing
(1) Hot water heater failure.
(2) Leaking water supply pipes.

Code 2-Plumbing
(1) Flush valves not operating properly.
(2) Fixture drain, supply line to commode, or any water pipe leaking.
(3) Commode leaking at base.

Code 3 -Plumbing
Leaky faucets.

Code 3-Interior
(1) Floors damaged.
(2) Paint chipping or peeling.
(3) Casework.

Code 1-Roof Leaks
Temporary repairs will be made where major damage to property is occurring.

Code 2-Roof Leaks
Where major damage to property is not occurring, check for location of leak during rain and complete repairs on a Code 2 basis.

Code 2-Water (Exterior)
No water to facility.

Code 2-Water (Hot)
No hot water in portion of building listed.

Code 3-All other work not listed above.

1.3.5 Warranty Tags

At the time of installation, each warranted item shall be tagged with a durable, oil and water resistant tag approved by the Contracting Officer. Each tag shall be attached with a copper wire and shall be sprayed with a silicone waterproof coating. The date of acceptance and the QC signature shall remain blank until project is accepted for beneficial occupancy. The tag shall show the following information.

a. Type of product/material_____.

b. Model number_____.

c. Serial number_____.

d. Contract and Task Order number_____.

e. Warranty period_____from_____to_____.

f. Inspector's signature_____.

g. Construction Contractor_____.

Address_____.

Telephone number_____.

h. Warranty contact_____.

Address_____.

Telephone number_____.

i. Warranty response time priority code_____.

j. WARNING - PROJECT PERSONNEL TO PERFORM ONLY OPERATIONAL MAINTENANCE DURING THE WARRANTY PERIOD.

1.4 MECHANICAL TESTING, ADJUSTING, BALANCING, AND COMMISSIONING

Prior to final inspection and transfer of the completed facility; all reports, statements, certificates, and completed checklists for testing, adjusting, balancing, and commissioning of mechanical systems shall be submitted to and approved by the Contracting Officer as specified in applicable technical specification sections.

1.5 OPERATION AND MAINTENANCE MANUALS

Operation manuals and maintenance manuals shall be submitted as specified. Operation manuals and maintenance manuals provided in a common volume shall be clearly differentiated and shall be separately indexed.

1.6 FINAL CLEANING

The premises shall be left broom clean. Stains, foreign substances, and temporary labels shall be removed from surfaces. Carpet and soft surfaces shall be vacuumed. Equipment and fixtures shall be cleaned to a sanitary condition. Filters of operating equipment shall be cleaned. Debris shall be removed from roofs, drainage systems, gutters, and downspouts. Paved areas shall be swept and landscaped areas shall be raked clean. The site shall have waste, surplus materials, and rubbish removed. The project area shall have temporary structures, barricades, project signs, and construction facilities removed. A list of completed clean-up items shall be submitted on the day of final inspection.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

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SECTION 01900

MISCELLANEOUS PROVISIONS

PART 1 GENERAL

1.1 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Progress Chart; G.

Progress Charts may be used on task orders valued at less than $100,000 and with durations less than 4 months. Construction schedules for Task Orders that exceed these criteria shall be prepared using a network analysis system as described in Section 01320 PROJECT SCHEDULE.

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.

Organization Plan; G.

Provide a diagram depicting the proposed management organization. The chart shall clearly identify lines of authority and areas of responsibility. Include a narrative description of how the management team will operate, and the specific duties and responsibilities of the key individuals.

The narrative shall describe the Offeror's proposed on-site organization and structure, and shall describe how the Offeror intends to monitor and control timeliness, quality, and safety of the work at the job site, including the work of any subcontractors on all phases of the contract.

Identify the individuals proposed to fill the key management positions: Project Manager, Project Superintendent, Contractor Quality Control System Manager, Design Quality Control Manager, Safety and Health Manager. Provide resumes for each individual. Resumes must support the individual's qualifications to perform in the selected position.

Provide copies of letters of direction to each key personnel from an appropriate officer of the company.

Accident Prevention Plan

Activity Hazard Analyses; G.

SD-03 Product Data

Recovered Material Report

The Contractor shall provide a report listing all products meeting EPA guidelines for products containing recovered materials and quantity used for this project.

SD-06 Test Reports

Inspection of Existing Conditions..

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 Contracting Officer, prior to construction.

Dust Control; G

Method(s) of dust control.

Excavation/Trenching Clearance

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

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

SD-07 Certificate

Products Containing Recovered Materials

The Contractor shall submit manufacturer's certification attesting that product meets or exceeds EPA's recovered material guidelines.

1.2 PROJECT MANAGEMENT ORGANIZATION

1.2.1 General

The Contractor is responsible for ensuring that the contract is adequately staffed to manage all of the work in full accordance and compliance with the contract requirements.

1.2.2 Organization Plan

The contractor shall submit an organization plan describing the organization it intends to structure for managing this contract. The plan shall include lines of authority, position responsibilities, and qualifications of the proposed staff. The project staff shall minimally consist of the following key personnel: Project Manager, Project Superintendent, Contractor Quality Control System Manager, Design Quality Control Manager, Safety and Health Manager. Each of the individuals selected to fill these positions is subject to acceptance by the Contracting Officer.

1.2.3 Organizational Changes

The Contractor shall maintain the project management staff at full strength at all times. When it is necessary to make changes to the staff, the Contractor shall revise the Organization Plan to reflect the changes and submit the changes to the Contracting Officer for acceptance at least fourteen (14) calendar days prior to implementation of the changes.

Substitutions for any accepted key personnel must be submitted for review and acceptance by the Contracting Officer prior to the start of work by that individual. The Contractor is informed that the Government will be allowed at least 30 days to respond. Any delays resulting from this process shall be the responsibility of the contractor and shall not be a basis for any equitable contract adjustment.

1.2.4 Project Manager

The Project Manager shall be responsible for the contractor's 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. The Project Manager shall oversee construction accomplishment, administer all instructions, and answer all questions from the Contracting Officer pertaining to the work during the life of the contract, including the warranty period. The Project Manager shall be responsible for the complete coordination of all work in this contract. The 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. 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 requested to the Contracting Officer, and no change shall be made without prior acceptance by the Contracting Officer.

The Project Manager shall have a recognized four-year college degree in engineering, architecture, or related technical field, and at least five (5) years experience in managing and supervising Department of Defense construction projects of similar size and scope.

1.2.5 Project Superintendent

A Project Superintendent shall be assigned to each task order. This individual shall have a minimum of five years experience as a superintendent on Department of Defense construction projects similar in size and scope to this contract. The project superintendent shall have overall responsibility for all operations on the task order, including coordination of multiple subcontractors, outages, and using agencies. The

superintendent may have duties as task order QCR in addition to project supervision only if specifically allowed in the task order. Otherwise, the superintendent shall have no other duties, buy may work on more than one task order at a time.

1.2.6 Contractor Quality Control

To assure compliance with contract requirements, the Contractor shall establish and maintain quality control for materials and work, including design, 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.

1.2.7 Safety

1.2.7.1 General

Site activities performed in conjunction with this contract may pose safety hazards that require specialized expertise to effectively address and eliminate. The Contractor shall be responsible for preparing and implementing an effective safety and health program throughout the entire duration of the contract.

1.2.7.2 Accident Prevention Plan (APP)

The contractor shall prepare an Accident Prevention Plan in accordance with the provisions of FAR 52.236-13 (Section 00700) and Section 00800, paragraph S-36.18. The Accident Prevention Plan shall address the contractor's overall safety program for the entire contract. The APP shall consist of the forms and documents listed in Section 00800, S36.18, ACCIDENT PREVENTION PLAN, covering the overall safety considerations for the contract as a whole.

1.2.7.3 Site-Specific Safety and Health Plan (SSHP)

The contractor shall prepare a site-specific safety and health plan addressing the safety aspects specific to the work ordered. Work on a feature of work shall not commence prior to receiving the Contracting Officer's written acceptance of both the contract Accident Prevention Plan and the site-specific safety and health plan.

The SSHP shall be prepared in accordance with the requirements specified in this section and shall comply with all federal, state, and local health and safety requirements, e.g., the Occupational Safety and Health Administration (OSHA) requirements (29 CFR 1910 and 1926) and the U.S. Army Corps of Engineers Safety and Health Requirements Manual (EM 385-1-1). The SSHP shall address those elements that are specific to the feature of work that have potential for negative effects on the safety and health of workers, the public, and other personnel on site.

An Activity Hazard Analysis (AHA), POD Form 184-R, rev 16 Oct 98, shall be submitted for all phases of construction specific to the feature of work and worksite. Work on a construction phase cannot begin until the AHA is submitted and accepted.

The SSHP shall identify the individual responsible for jobsite safety. This individual shall be present at the jobsite at all times during construction. Copies of the accepted SSHP and Accident Prevention Plan shall be available at the jobsite at all times. All workers shall know the

location of these plans. All workers shall receive a safety briefing covering applicable sections of these plans prior to the start of construction.

Daily safety and health inspections shall be conducted to determine if site operations are conducted in accordance with the accepted SSHP and contract requirements. Results and observations made during these inspections shall be noted in the contractor's daily report.

1.2.7.4 Safety and Health Manager

The Safety and Health Manager shall have direct responsibility for the overall management of the contractor's Safety Program for the entire contract, as required by the US Army Corps of Engineers Safety and Health Requirements Manual, EM385-1-1, and other applicable safety standards. This individual shall have a minimum of five (5) years experience in safety on Department of Defense construction projects similar in size an scope to this contract. A staff of Site Safety Officers shall support the Safety and Health Manager. All members of the safety staff are subject to review and acceptance by the Contracting Officer. The Safety and Health Manager shall have no other duties.

1.2.7.5 Site Safety Representative

A site safety representative shall be assigned to each task order and shall be onsite at all times during construction. These individuals shall have responsibility for site safety on the task order and shall report directly to the Safety and Health Manager on all safety matters. The Site Safety Representative shall have a minimum of three years experience in safety on Government construction projects similar in size and scope to the task order. The site safety representative may be assigned other duties in the task order, unless otherwise noted in the task order.

1.3 AS-BUILT DRAWINGS

As-built drawings shall be in accordance with Section 01780 CLOSEOUT SUBMITTALS.

1.4 DUST CONTROL

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, the Contracting Officer may prune them, subject to written approval.

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

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 outside the limits of Government-controlled property at the Contractor's responsibility and expense before the completion and final acceptance of the work 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 that 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 Utilities and Facilities

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

1.8.3 Staking and Flagging Existing Utilities

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 the task order, 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.

1.9 CONTRACTOR'S OPERATIONS OR STORAGE AREA

At the request of the Contractor, an open operations or storage area will be made available within the installation, 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 an 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 task order work, the Contractor shall restore the area to its original condition.

1.10 CONTRACTOR PARKING

For work on Schofield Barracks, Parking for the Contractor's, his employee's, and subcontractors' personal vehicles is limited to areas within the limits of construction. Personal vehicle parking is prohibited anywhere else within the boundaries of Schofield Barracks Military Base.

1.11 WORKING DIRECTIVES

1.11.1 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 jobsite at all times during construction.

1.12 COMMERCIAL TELEPHONE SERVICE LINES

For work on Schofield Barracks availability of existing commercial telephone service lines are extremely limited and/or non-existent. Contractor shall coordinate with Verizon Hawaii to verify the extent of commercial telephone service lines available and what actions may be necessary to obtain said service in the magnitude required to satisfy its operational requirements. Notwithstanding the actual level of commercial telephone service lines available, the Contractor shall be responsible for all costs and necessary actions.

1.13 INSPECTION

1.13.1 Final Inspection and Acceptance

The Contractor shall give the Contracting Officer, a minimum of fourteen (14) calendar days advance notice prior to final inspection for acceptance by the Contracting Officer. The Contractor upon notification by the Contracting Officer shall promptly and satisfactorily correct all deficiencies found on final inspection.

1.14 USE OF PRODUCTS CONTAINING RECOVERED MATERIALS

Recovered materials are materials manufactured from waste material and byproducts that have been recycled or diverted from solid waste. The Contractor shall give preference to products containing recovered material when price, performance, and availability meet project requirements. A listing of products, including the recommended recovered material content, is provided by the Environmental Protection Agency at http://www.epa.gov/cpg/products.htm. Only those products having recovered material content equal to or greater than EPA guidelines shall be used to meet this requirement.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)