



Army Reserve Design/Build RFP Instruction Manual



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CHAPTER 1 – INTRODUCTION

1.1 Purpose of this Manual

- 1.1.1 The Army Reserve (or Government) has opportunities to acquire real property and real property improvements through a variety of methods; the most common of these methods are design/bid/build (D/B/B), design/build (D/B) and real property exchange (RPX). The purpose of this Manual is to describe the standard process, requirements, and responsibilities for projects using the design/build method.
- 1.1.2 The Manual will also serve to standardize the acquisition of real property improvements under the D/B approach. It is intended to outline the Army Reserve's approved or preferred approach to these projects. Individual projects may be authorized to depart from the direction herein. The Manual is intended to represent the "80% solution" – it presents the preferred strategy that should apply 80% of the time; it does not resolve every issue for every project.
- 1.1.3 The Manual is intended to record for Government benefit and continuing use the process for preparing a D/B Request for Proposal (RFP), with some limited information about conducting the D/B selection process, and administering execution of the D/B contract. For new A/E teams preparing Army Reserve D/B RFPs, it is intended to provide a "road map" to the preparation of the D/B RFP.
- 1.1.4 The Manual does not supersede any contract for preparation of a D/B RFP or any D/B contract. If conflicts exist between this Manual and a contract, the contract governs.
- 1.1.5 The Army Reserve developed and maintains this Manual to support consistent format and content for Army Reserve D/B RFPs. While it is realized that there will inevitably be some variation between RFPs prepared by different teams, it is intended that the format of the templates and language be kept consistent. If a Project Delivery Team (PDT) has recommendations for improving the language, format or content of the Manual and templates, please direct your recommendations to the Louisville Reserve Support Team Criteria Manager.
 - 1.1.5.1 Information and requirements that are documented in the Applicable Criteria documents listed in Part 2 of Section 01 02 00.00 48 need not be inserted into the RFP. For example, it is not necessary to reformat or expand the Room-by-Room Schedule to reflect room finishes; that information is in the Design Guide.
 - 1.1.5.2 Direction on design and design submission requirements should be located in Section 01 03 00.00 48 Design Submission Requirements After Award, not in 01 02 00.00 48, Statement of Work. Design reviewers will look first at 01 03 00 for such requirements, and may not find them in 01 02 00. Similarly, direction on information to be provided in offeror submittals should be located in Sections 00114, 00115, or 00130, so those evaluating the offers will find them.
 - 1.1.5.3 Workable floor plans should be provided in the RFP, but building elevations are not required for Best Value solicitations.

1.2 Design/Build Project Overview

- 1.2.1 A design/build project is one in which the Government contracts with a D/B Contractor

for the design and construction of a structure or structures, with associated site improvements. This method of procuring facilities is a departure from the more traditional design/bid/build process, and is used when advantageous to the Government for schedule, cost, innovation, and/or other benefits.

1.2.1.1 The design/build procurement method is likely to include a “fast-track” approach, with Government acceptance. This will allow the design/builder to begin sitework or other portions of the construction and/or order some “long-lead” items prior to D/B completion and Government acceptance of all design and construction documents.

1.2.1.2 Such acceptance must be conditioned upon the design/builder being able to ensure that all RFP requirements will be met. It is typical to require the D/B Contractor to submit 100% drawings and specifications (“bid packages”) for all of the work to be fast-tracked, and then receive Government acceptance of each bid package, prior to the Government issuing a release for construction with that portion of the work.

1.2.1.3 It may be necessary to limit the number of bid packages the Contractor is allowed to provide, to accommodate Government review and acceptance. A large number of bid packages could require the Government to be performing review on an almost continuous basis.

1.2.2 The firm, fixed construction price, and the requirements on which it is based, are established before the design is complete. It is critical that the D/B RFP identify all project requirements for Contractor pricing as part of the proposal, in order to avoid change orders later in the performance of the D/B contract. While this is also important prior to the early design portions of the D/B/B process, changes during later D/B/B design phases have immediate effects only on design costs, and may not affect construction costs. Changes to a D/B project after Contractor selection are very likely to add to both design and construction costs.

1.2.3 The Government typically conducts a public solicitation for competitive offers from interested D/B teams, and selects a team based on its technical qualifications and cost proposal.

1.2.4 Once a D/B Contractor is selected and has been awarded a contract for the D/B work, the Government monitors and reviews the design, and subsequently the construction, to assure that Government requirements are met. The Government may contract the RFP preparer or others to perform compliance reviews or other oversight of the D/B design and construction.

1.2.5 The Army Reserve and the Corps of Engineers have developed a preferred process for D/B project execution over several previous projects, and will continue to pursue improvements to the process. Recommendations for improvements may be forwarded to DLL-CELRL-PM-R-Tech-Team@usace.army.mil.

1.3 Project Participants

1.3.1 The Army Reserve team for a design/build project will be made up of a number of groups and participants. These will include an Army Reserve Project Officer, members of the Army Reserve Regional Support Command (RSC), and representatives from the User

unit(s) and a representative from USARC G6. There will also be participation by the U.S. Army Corps of Engineers, serving as the Army Reserve's design and construction agent and technical consultant for design. The Army Reserve and all of these team members are sometimes referred to as the Government. This entire group, and any contract A/E supporting the development of the D/B RFP, is also referred to as the Project Delivery Team (PDT).

- 1.3.1.1 The Project Officer is the Army Reserve's specialist for design and construction oversight. The Project Officer is the individual on the Army Reserve team who has the authority to make project decisions and define Army Reserve requirements. All direction and approvals of requirements must come from the Project Officer. The Project Officer is the user community official representative and primary point of contact (POC) for D/B actions. The Project Officer provides direction to the Corps of Engineers (COE) for all contractual, real property, design and construction aspects of the D/B action.
- 1.3.1.2 The RSC is the Army Reserve Command with the responsibility of supporting all of the Army Reserve facilities in its region. Once a facility is in operation, the RSC will support the Users in operating and maintaining the facility. RSC representatives will be responsible for reviewing all design and construction documents for maintenance and operability concerns.
- 1.3.1.3 The Users are the Army Reserve units and individual soldiers that will occupy or use a completed facility. The User representatives will provide input on specific facility requirements to accommodate their missions and equipment. Users may include other service or Army components, such as Navy, Marines, Army National Guard or others.
- 1.3.1.4 The Corps of Engineers serves as the Army Reserve's technical agent for all project real estate, design, and construction requirements. The COE may also implement environmental actions on behalf of the Army Reserve. In a D/B action, COE will prepare the RFP, conduct the Contractor selection process, and award and administer the D/B contract. The COE will also advise the Army Reserve on all aspects of real property, project program development, design and construction. The COE may contract with an A/E consultant for the preparation of the D/B RFP, or for additional support connected with Government acquisition of the project.
- 1.3.1.5 An A/E team prepares the RFP. This team may be COE in-house staff, or a COE-contracted A/E. The RFP A/E team also typically conducts site investigations.
- 1.3.1.6 The selected D/B Contractor is likely to be a private-sector development or construction contracting corporation, or possibly a design firm. The Contractor may be performing all work with its own forces, but is more likely to have a team which includes sub-contractors for at least some of the design and construction work effort. In this Manual, all of these participants, collectively and individually, will be referred to as the Contractor.

1.4 Organization, Contents and Intent of the Manual

- 1.4.1 This Manual is divided into three Chapters for ease of reference. Chapter 1 provides a

brief overview of the purpose of this Manual, and brief descriptions of D/B actions. Chapter 2 outlines the D/B process and general requirements. Chapter 3 provides general design guidance and criteria applicable to D/B projects.

- 1.4.2 There are several Appendices which provide additional information for RFP preparers.
- 1.4.3 This Manual references a number of “templates” which are partial or complete pieces of a typical Army Reserve D/B RFP that have been developed for use on future projects. These templates are available on a web-site – see Section 1.5 below.
- 1.4.4 During the initial development of the Manual and templates, and during subsequent updates, strategies for Manual content and maintenance have been identified:
 - 1.4.4.1 Maintain AR quality standards, but allow some opportunity for D/B creativity and innovation in meeting the standards.
 - 1.4.4.2 Move toward design and construction based more on commercial and industry standards, and less on Government criteria and standards – as the MILCON Transformation model has.
 - 1.4.4.3 Minimize the amount of design by the RFP preparers.
 - 1.4.4.4 Reduce conservatism in design and construction, without reducing quality, so that Army Reserve can get the most bricks and mortar possible.
 - 1.4.4.5 Strive for “faster execution, less expensive facilities, thinner RFPs.”
 - 1.4.4.6 Reference Army Reserve and other criteria documents where practical; don’t incorporate information from such documents into the D/B RFP Manual and templates.
 - 1.4.4.7 Make sure that information is incorporated into the correct AR document – if an issue should be addressed in the Design Guide, don’t address it in the D/B RFP Manual.
 - 1.4.4.8 The RFP Manual’s purpose is primarily to describe requirements for an AR D/B RFP project, and not to direct D/B Contractors on design.
 - 1.4.4.9 The AR D/B RFP templates must contain enforceable requirements, and not justifications for direction.
 - 1.4.4.10 Items to be considered for inclusion should be reviewed to assure that they address Army Reserve program concerns, not problems that have arisen on an individual project by exception.
 - 1.4.4.11 The organization of the AR Statement of Work Section 01 02 00.00 48 was derived from an earlier Corps D/B template. It’s important that additions to the AR D/B RFP template be inserted in the appropriate locations so they’re easily found by all – ACSIM-AR, COE, RFP preparers and RFP responders.
 - 1.4.4.12 Provide information and requirements once, and in the appropriate.

1.4.4.13 The Manual and templates will not address and resolve all issues that are addressed by a design/bid/build set of construction documents. Assure that critical issues are addressed.

1.5 Locations for Referenced Material

1.5.1 A number of the resources referenced in this Manual can be accessed on the Corps of Engineers, Louisville District, Army Reserve Customer web-site – <http://www.lrl.usace.army.mil/ed2/default.asp?mycategory=212>. Some of these items will be found under “Army Reserve FTP download site.” A partial listing includes the following items:

1.5.1.1 Current edition of, and list of approved changes to, UFC 4-171-05, Design Guide: Army Reserve Facilities (commonly referred to as either the Design Guide or DG on Army Reserve projects).

1.5.1.2 Current version of this Instruction Manual.

1.5.1.3 Army Reserve editing recommendations and templates for Divisions 00 (Procurement and Contracting Requirements) and 01 (General Requirements including 01 02 00.00 48 Statement of Work, 01 03 00.00 48 Design Submission Requirements After Award, and 01 04 00.00 48 The Design Build Process) and Outline Technical Specifications.

1.5.1.4 Sample(s) of previous Army Reserve D/B RFP packages and building elevations – available on the Army Reserve Customer website noted above.

1.5.1.5 Files for some Attachments to Specifications Section 01 02 00.00 48 Statement of Work – see 2.3.2.1 of this Manual for listing of such Attachments.

1.5.1.6 The current version of the Army Reserve Design Process and Submittal Requirements.

1.5.1.7 The current version of the Army Reserve IT Manual.

1.5.1.8 Superseded Army Reserve and other criteria documents.

1.5.2 For locations for other Government criteria, see Part 2 of Section 01 02 00.00 48 Statement of Work.

Chapter 2 – A/R Design/Build Project Process

2.1 Government Project Initiation

- 2.1.1 The Government project authorization process is not described here. The Army Reserve has a process for identifying desired projects, developing scoping and cost information, and obtaining authorization for their execution.
- 2.1.2 When a project has been authorized, the Government conducts an Acquisition Strategy Meeting (ASM) to determine the acquisition strategy and address other issues for execution of the project. When the D/B acquisition strategy is selected, the following items should also be resolved or in process:
 - 2.1.2.1 The entity who will prepare the D/B RFP.
 - 2.1.2.2 The evaluation method that will be used to select the D/B contractor; typically “best value” (BV), “lowest price, technically acceptable” (LPTA), or other method.
 - 2.1.2.3 Whether the selection will be full and open for all offerors, or whether it will be limited to small business or other limited business types.
 - 2.1.2.4 Whether the RFP will allow for some Contractor fast-tracking of the project. The Army Reserve’s preference is to allow for at least some site and utility work to begin once that portion of the design is complete, while the remainder of the facility design is being completed.
 - 2.1.2.5 Any recommendations for departure from the typical Army Reserve D/B process or project requirements.
 - 2.1.2.6 Finalization of project program, and development of Form DD-1391 and supporting Space Allocation Worksheet (SAW, previously 5034-R). For projects that include other military services or components, a joint-use spreadsheet is developed.
 - 2.1.2.7 Development of a Government “strawman” adjacency diagram for the project building(s).
 - 2.1.2.8 Identification of site and initiation of any necessary real estate actions, including environmental investigations.
 - 2.1.2.9 Development of a threat assessment and threat assessment summary for the project.
 - 2.1.2.10 Initiation of D/B RFP preparation.

2.2 Preliminary Site Investigations

- 2.2.1 The RFP A/E will conduct an Engineering Feasibility Study (EFS) or preliminary site investigations in order to obtain sufficient information for reasonably accurate Government construction cost estimating, and to provide a base level of site information on which the D/B offerors can base their cost proposals. The EFS or preliminary site

investigations will typically consist of surveys, preliminary geotechnical investigation, environmental investigations, utility investigation, preliminary regulatory investigations, and transportation investigation. Environmental investigations are typically performed by the Government.

- 2.2.2 A survey of topography, utilities, and existing site structures will typically be conducted as a part of the EFS or preliminary site investigations, unless a recent, reasonably accurate survey is available. Boundary and/or easement surveys may also be required. If on an Installation with reasonably accurate aerial survey and utility as-built information, it may be possible to use that information in lieu of obtaining a new survey, and require the successful D/B Contractor to perform its own survey, on which to base the project design, following D/B contract award.
- 2.2.3 The preliminary geotechnical investigation typically will consist of a few borings in likely building, pavement, and utility routing areas. The preliminary geotechnical report will generally include appropriate background information, boring logs and laboratory testing results. The report provides a general overview of the soil and geologic conditions with detailed descriptions at discrete boring locations. It may generally identify specific or unique conditions that will need to be addressed by the D/B Contractor. Conditions that often result in design difficulties are shrink/swell soils, high groundwater, deep soft soil formations and chemically active soils. Any further geotechnical recommendations requested by the PDT are not to be included in the RFP. This is so the D/B Contractor's Designer of Record (DOR) is responsible for the extraction of design parameters from the data given, and thus is responsible for the design. This also requires the D/B Contractor to have a geotechnical team member involved early. If geotechnical investigation information is available from a nearby site, and the PDT is confident that conditions at the site are reasonably similar, it may be possible to provide that report in lieu of obtaining a preliminary geotechnical report. The RFP will require the D/B Contractor to obtain a final geotechnical report, on which to base the project design, in either event.
- 2.2.3.1 The RFP preparer must also contact the nearest Corps of Engineers Military District office, facility engineering authority or local geotechnical engineering firms to inquire about standard practices, techniques, and materials used for foundations, pavements and earthwork that may need to be incorporated into the project.
- 2.2.3.2 The RFP preparer is advised that a reference document outlining geotechnical process can be obtained from the Louisville Army Reserve Customers website. This document is written to address generally all of the military D/B projects for the Louisville District. The requirements for the D/B have been incorporated into the Manual and templates. However, the document on the website will give the D/B preparer insight into the background of some requirements and design approach. Refer to RFP template Section 01 02 00.00 48 Part 3, 01 03 00.00 48, and the Outline Technical Specifications for geotechnical issues to be addressed for Army Reserve D/B projects.
- 2.2.4 Environmental investigations typically consist of an Environmental Baseline Survey (EBS), Environmental Assessment (EA), or similar documentation prepared by the Government. If development of the project will require environmental protection measures, the requirements must be written into the RFP. (It is not necessary or desirable to include environmental documentation in the RFP; the RFP preparers should review the documentation, identify the requirements for the D/B contractor, and include those

requirements in the RFP. A list of any environmental documentation should be included in the RFP preparer's DA.) Environmental documentation should be completed prior to issue of the RFP to allow the inclusion of any requirements.

- 2.2.5 Utility investigations will identify the locations, sizes and capacities of necessary utilities, and any requirements for extending and connecting the utilities to the project. Utility requirements for design, construction, inspection, easements, permits, fees, etc., should also be obtained, and this information should be included in the RFP. A flow test for the water service system should be obtained to determine whether or not a fire pump is likely to be required. The RFP will require the D/B Contractor to obtain its own flow tests on which to base the project design. If easements are required, determine whether Government or RFP preparer will obtain them, or whether obtaining them will become part of RFP (to be avoided if possible). If acquiring them is to be part of RFP, provide as much information as possible, to reduce risk for offerors.
- 2.2.6 Preliminary contacts should be made with local and State regulatory agencies, including building and zoning authorities, to verify their requirements. The purpose of these verifications is to ensure that any issues which will affect the project's scope, schedule or cost are identified, and addressed or included in the RFP. Some local agencies and authorities may not have jurisdiction over a Federal project.
- 2.2.7 If on a Government Installation, the Installation review process must be identified and incorporated into both RFP preparation and the final RFP. Any Installation design/construction requirements must be identified for inclusion in the RFP, including utility and other infrastructure guidance or requirements. If there is an Installation Design Guide (IDG), it may be out of date, or so extensive that it contains much information and guidance not applicable to the project. It is preferable to write specific IDG requirements into the RFP, rather than make the IDG an Attachment to the RFP. In some cases, project funding or Army Reserve practices may conflict with the IDG; in such cases, it may be necessary for the RFP preparer and Army Reserve to negotiate requirements that the project can support.
- 2.2.8 Local street authorities should be contacted to determine any requirements for project connections to the streets, including requirements for deceleration lanes, turn lanes and similar traffic measures. Verify whether street widening or improvements are anticipated, and incorporate in site planning. Verify whether additional rights-of-way or easements are required, and determine whether Government or RFP preparer will obtain them, or whether obtaining them will become part of RFP (to be avoided if possible). If acquiring them is to be part of RFP, provide as much information as possible, to reduce risk for offerors.
- 2.2.9 A summarized threat assessment must be obtained from the RSC, or from the local Provost Marshall or security officer. The summary should state whether the minimum antiterrorism provisions of UFC 4-010-01 are sufficient, or if additional measures are required. If additional measures are required, confirm measures to be incorporated into the RFP.
- 2.2.10 Anticipated traffic and loading criteria for the design of proposed roads and parking lots should be developed by the RFP preparer so that the RFP can include appropriate design parameters. Traffic loading criteria shall include vehicle types and number of passes for each vehicle type over the design life of the pavement. The basis for this information must be obtained by a designer who can make sound judgments to interpret the customer

information and translate it into a reasonable traffic loading criteria. In addition, the desired design life of the pavement (if different than 20 years) must be obtained from the customer and specified in the D/B RFP. It is also important that data be obtained and presented in the RFP solicitation package relative to the subgrade stiffness (typically given in terms of CBR). If it is not practical to do CBR analysis for whatever reason, a sound judgment must be made based on the other geotechnical data obtained as to an appropriate CBR value to give the D/B contractor to base his design.

- 2.2.11 If on an Installation, the RFP preparer must review Installation requirements and/or provisions for recycling or reuse of demolition and construction waste, and verify whether the Installation has provisions for either. Installation requirements or restrictions on use of recycled and recovered materials should also be confirmed. Any provisions, requirements or restrictions which affect the Contractor should be incorporated into either the Statement of Work, or other appropriate Division One Specifications.
 - 2.2.12 The Installation or RSC should be asked if there are energy-saving or other measures that need to be incorporated into the RFP to support their missions and mandates.
 - 2.2.13 If demolition of existing structures is required, hazardous material tests should be requested; if none are available, testing should be performed.
- 2.3 Development of the D/B RFP
- 2.3.1 The D/B RFP defines the scope of work for the project to be constructed, and the scope of work for the Contractor's design and construction efforts. It also defines the quality of the construction and the schedule for design and construction. Finally, it defines the Government's design and construction review requirements and authority.
 - 2.3.2 Development of the D/B RFP consists of refining information from the site investigations, and input from all of the PDT members, and incorporating the resulting project requirements into specifications and drawings – these two elements constitute the D/B RFP. A cost estimate and a Design Analysis (DA) will also be required to support the D/B RFP preparation effort.
 - 2.3.2.1 This Manual and the associated specification templates have been developed specifically for Army Reserve projects, and reflect Army Reserve requirements, criteria and preferences. For joint-use projects which will include other Services or Components, the RFP A/E must identify any criteria or requirements which vary from Army Reserve standards, and incorporate them into the RFP.
 - 2.3.2.1.1 In most instances, the Army Reserve, as facility real property holder, will direct that basic materials, finishes, furnishings, equipment, etc., will be designed and built to Army Reserve standards, but the other Users will have some standards that must be maintained. For instance, the configuration of Army National Guard vehicle maintenance bays currently vary from the Army Reserve bays, and the National Guard standard Kitchens currently vary from the Army Reserve standard. Verify with PDT which spaces or buildings are to be designed to other than Army Reserve standards.
 - 2.3.2.1.2 Other Services or components, notably the National Guard, are beginning to move some of their criteria onto password-controlled

websites. The RFP preparer should ask PDT members from the other Services or components for a list of their current applicable criteria, and where or how it can be obtained.

- 2.3.2.1.3 Unless other Service or component criteria documents are very concise, it is recommended that their specific requirements be identified and written into the RFP, rather than being addressed by attaching the criteria documents to the RFP. If such documents are attached, the RFP must make clear which of the requirements are applicable, and to which spaces they apply.
- 2.3.2.1.4 If one or more buildings of a project are dedicated solely to a Service or component other than Army Reserve, it may be appropriate to design and construct those buildings in full compliance with the entity's criteria; verify with Project Officer. If this occurs, the appropriate requirements will need to be incorporated into the RFP.
- 2.3.2.1.5 The current National Guard kitchen documents must be requested from the National Guard. There is equipment noted in the NG documents as being funded from a separate source; this note must be deleted. For projects where design and construction is under Army Reserve management, all such equipment is funded with project or OMAR funds.
- 2.3.2.1.6 Particulars of National Guard field lockers and weapons rack anchorage must be obtained and incorporated into RFPs.

2.3.2.2 The RFP A/E will prepare a conceptual design for the project, with all components to be included in the project design and construction. Meetings with the RSC and Users are critical to identifying functional, equipment and other criteria to be incorporated into the design and construction. The RFP A/E must also prepare a list of requirements for systems that must match existing systems in other Government facilities, such as keying systems, energy management systems, etc.

2.3.2.3 It is intended that the conceptual design provides a workable site and building layout, and a minimum level for building image, which will be acceptable to the Users and the RSC if the D/B Contractor's design team makes little effort to improve the RFP conceptual design. It also provides additional project definition to the DD-1391 and SAW information to allow RFP A/E development of a less parametric construction cost estimate. A rough estimate of the level of design completion for the RFP drawings is 5% or less. It is not intended that the RFP A/E provide a complete design with most issues resolved. See additional description of the design drawings at Paragraph 2.3.3 below.

2.3.3 The specifications consist of Division 00 and 01 Sections, which address bidding conditions, contract forms, contract conditions and project requirements; and Outline Technical Specification Sections. There are either Army Reserve templates or editing recommendations for most of the Division 00 and 01 Sections, as indicated in the list below. The templates, especially Section 01 02 00.00 48, Statement of Work, are not intended to be simply "fill in the blanks" documents; the RFP preparer must review them carefully, and adapt them as is appropriate for the individual facility to be acquired.

There will be information in the templates that is not applicable to every facility, and every facility is likely to have conditions which are not addressed in the templates.

- 2.3.3.1 The typical Division 00 and 01 Sections for an Army Reserve D/B RFP are listed below. Primary editing responsibility for each Section is indicated; when primary responsibility is assigned to A/E, the PE/A is responsible for providing input requested by A/E.
- 2.3.3.1.1 00010 Price Breakout Schedule – prepared by RFP A/E (sample at Appendix C of this Manual) – identifies specific items of work for Contractor cost proposal breakdown and provides general guidance about cost proposal – see sample at Appendix C
 - 2.3.3.1.2 00100 – Instructions to Bidders – prepared by COE Contracting – includes RFI form and instructions
 - 2.3.3.1.3 00114 – Procedures For Submittal of Offers and Proposal Evaluation Criteria – prepared by COE Contracting (Used only for one step acquisition in lieu of Sections 00115 and 00130) - outlines proposal requirements and format, and describes evaluation process and ratings
 - 2.3.3.1.4 00115 – Procedures For Submittal And Evaluation Of Offers For Phase I – prepared by COE Contracting – outlines Phase I proposal requirements and format, and describes evaluation process and ratings
 - 2.3.3.1.5 00130 – Procedures For Submittal And Evaluation Of Offers For Phase II – prepared by COE Contracting – outlines Phase II proposal requirements and format, and describes evaluation process and ratings
 - 2.3.3.1.6 00600 – Representations and Certifications – prepared by COE Contracting
 - 2.3.3.1.7 00700 – Contract Clauses – prepared by COE Contracting
 - 2.3.3.1.8 00 80 00.00 06 – Special Clauses and its attachments– prepared by RFP A/E, with input from other PDT members (editing recommendations) – includes a variety of contract conditions and requirements. The RFP A/E will need to tailor this Section to reflect project-specific conditions and requirements.
 - 2.3.3.1.9 01 02 00.00 48 - Statement of Work – prepared by RFP A/E (template) – detailed requirements for the design and construction of the project. Retain version description in footer; do not change for individual projects. Reviewers verify correct version by footer.
 - 2.3.3.1.10 01 02 00.00 48 Attachments – prepared or assembled by RFP A/E, and included as a part of the RFP package – Almost all Army Reserve projects will include the following Attachments. Those

attachments maintained by the Government and available for inclusion in any RFP are noted in bold.

- Attachment A Preliminary Subsurface Characterization Report
- Attachment B Fire Flow Data
- Attachment C Installation Design Guide (excerpts, such as plant list or sign format, are preferred – most preferable is to write specific requirements into the RFP and show this Attachment as Not Used)
- Attachment D Site Photographs
- Attachment E unassigned
- Attachment F **Sample Form 1354**
- Attachment G **Fire Protection/Life Safety Code Submittal Format** [RFP preparer can delete last three pages, which are for use by USACOE]
- Attachment H Other site, demolition, or hazmat information
- Attachment J **Kitchen equipment information**
- Attachment K **Mail Room Information**
- Attachment L **Weapons Simulator Space Design Information**
- Attachment M **Arms Vault Information**
- Attachment N **Caging and Duffle Cage Information**
- Attachment O **Army Reserve Center Elevation Examples**

- 2.3.3.1.11 01 02 00.00 48 Additional Attachments – prepared or assembled by A/E, and included as a part of the RFP package – previous Army Reserve D/B RFPs have included additional project-specific attachments such as excavation or other permit forms, site photos, recommended plant lists, environmental reports, letters or requirements from local jurisdictions or utilities, etc. – anything the D/B design/construction offerors might need to be aware of in order to prepare their offer, but may not be able to easily obtain. Criteria documents that are readily available to offerors should not be included as attachments to keep the RFP as compact as possible. Local codes, zoning ordinances, utility design/construction manuals and similar information would fall in this category. Superseded Army Reserve guidance documents are now available on the Army Reserve Customer website; it isn't necessary to attach documents such as the Design Guide or IT Manual, in case another version is issued after award. It is recommended that lengthy environmental documentation not be included in the RFP; the requirements from such documentation that affect the project should be incorporated into Section 01 02 00.00 48, or elsewhere in the RFP.
- 2.3.3.1.12 01 03 00.00 48 - Design Submission Requirements After Award – prepared by RFP A/E (template) – details design submissions to be made, and requirements for their preparation and content
- 2.3.3.1.13 01 04 00.00 48 - The Design Build Process – prepared by RFP A/E (editing recommendations) – describes default project phasing, and provides Government's desired schedule for design

- 2.3.3.1.14 01 32 01.00 06 – Project Schedule – prepared by RFP A/E with input from construction personnel (editing recommendations) – provides requirements for Contractor development of project schedule
- 2.3.3.1.15 01 33 00 – Submittal Procedures – prepared by RFP A/E with input from construction personnel (editing recommendations) – provides requirements for Contractor submittals and their coordination with the Government. The RFP preparer must include the completed Submittal Register for Divisions 00 and 01 as an Attachment to this Section – see Appendix D for sample.
- 2.3.3.1.16 01 33 29.10 06 and its attachments– LEED Documentation for Government Validation- prepared by RFP A/E with input from construction personnel (editing recommendations) – provides requirements for Contractor compliance with LEED, and documentation of LEED measures for project
- 2.3.3.1.17 01 35 29.00 06 and its attachments – Safety and Occupational Health Requirements – prepared by COE PE/A with input from construction personnel (editing recommendations) – provides safety and working requirements
- 2.3.3.1.18 01 42 00 – Sources for Reference Publications – prepared by RFP A/E – generally requires no editing
- 2.3.3.1.19 01 45 01.10 – USACE Quality Control System (QCS) – prepared by RFP A/E with input from construction personnel (editing recommendations) – provides requirements for Contractor quality control system and reporting to the Government
- 2.3.3.1.20 01 45 04.10 06 – Contractor Quality Control– prepared by RFP A/E with input from construction personnel (editing recommendations) – provides requirements for Contractor QC and QC staff
- 2.3.3.1.21 01 46 00.00 06 – Commissioning of Building Energy Systems - prepared by RFP A/E with input from construction personnel (editing recommendations) – provides requirements for Contractor commissioning of building systems
- 2.3.3.1.22 01 50 00 – Temporary Construction Facilities and Controls – prepared by RFP A/E with input from construction personnel (editing recommendations) –provides requirements for temporary facilities
- 2.3.3.1.23 01 57 20.00 10 – Environmental Protection – prepared by RFP A/E with input from construction personnel (editing recommendations) – provides requirements for site protection measures
- 2.3.3.1.24 01 57 23 – Temporary Storm Water Pollution Control – prepared by RFP A/E (editing recommendations). This spec supplements 01 57 20.00 10.

- 2.3.3.1.25 01 62 35 – Recycled/Recovered Materials – prepared by RFP A/E – generally requires no editing
 - 2.3.3.1.26 01 74 19 – Construction and Demolition Waste Management – prepared by RFP A/E with input from construction personnel (editing recommendations) – defines Contractor waste management requirements
 - 2.3.3.1.27 01 78 23.00 06 – Equipment Operating, Maintenance and Repair Manuals – prepared by RFP A/E (editing recommendations) – provides requirements for development of O&M manuals and training
- 2.3.3.2 The Outline Technical Specification Sections were developed specifically for use on Army Reserve D/B project, and are available as a template for inclusion in the RFP. They are largely prepared in outline format to establish technical design criteria and minimum quality standards for the corresponding construction work. They provide guidance to be incorporated into the design of the project.
- 2.3.3.2.1 It is not intended that the A/E preparing the RFP further edit the Outline Technical Specifications on a project-specific basis, add Sections which may not be present, or delete Sections or portions of Sections which may not apply to the project. Project-specific requirements or exceptions are intended to be incorporated into Section 01 02 00.00 48, which takes precedence over the Outline specifications. There is no need to provide a list of exceptions to the Outline Technical Specifications in Section 01 02 00.00 48.
 - 2.3.3.2.2 If a Section is not currently part of the outline specifications and will be regularly used in future Army Reserve projects, it may be appropriate to create and add that new Section.
 - 2.3.3.2.3 Where the Outline Technical Specification Sections are more complete, these represent the Army Reserve’s preferred specification approach to this project.
- 2.3.4 The drawings will consist of conceptual site and building drawings, and standard details of common Army Reserve project features that can be adapted for the project. It is not necessary to label any drawing “conceptual” – this is noted in Part 1 of Specification Section 01 02 00.00 48 A typical D/B RFP drawing set will include:
- 2.3.4.1 Survey drawing(s)
 - 2.3.4.2 Conceptual site demo sheet, if required, showing major structures and improvements to be demolished, and so noted. The Government’s intent is that offerors be able to bid on the project without visiting the site; if demolition is required, major buildings and structures to be demolished must be described in drawings, photographs or narrative with adequate detail.
 - 2.3.4.3 Conceptual site layout plan showing major site elements, with AT/FP setbacks indicated – may include suggested exterior mechanical equipment location. Grading and/or elevations are not required. When on an Installation, for this and

all site drawings, avoid showing extraneous site information beyond the limits of the work – many Installations have restrictions on what information can be released publicly. Necessary information, including utility connection points that may be off-site, will need to be provided in the RFP and cleared with the Installation.

- 2.3.4.4 Conceptual site drainage plan showing general flow of drainage and possible major drainage feature locations (ponding areas, etc.). Grading and/or elevations are not required.
- 2.3.4.5 Existing utility location plan, with required or suggested connection points identified; routing of new service connections is not required.
- 2.3.4.6 Conceptual paving plan showing rigid or flexible paving, or aggregate areas.
- 2.3.4.7 Conceptual landscape plan, to establish a minimum level of landscaping for the project.
- 2.3.4.8 Conceptual floor plans for each building and floor level, double line walls, with doors, but no exterior windows. Toilet and locker room layouts need not be resolved or shown. Minimal architectural features should be included, but items such as caging and shelving are easily described here. Number of shelving units for spaces such as Unit Storage, UHS, Tools and Parts, etc., must either be clearly shown on plans or identified by count in the Room-By-Room Supplemental Requirements. Whiteboards, projection screens and similar fixtures are described in the Design Guide and need not be shown on the plans. Plan should demonstrate compliance with major life safety code requirements.
- 2.3.4.9 Furniture plans should include default space furniture and representations of unit common or other workstation layouts. Default furniture layouts need not be tailored to room configuration or User requirements. The intent is to provide a general description of the furnishings for each space, and to indicate furniture fit within the rooms.
- 2.3.4.10 Furniture typical layouts
- 2.3.4.11 For LPTA acquisitions, conceptual or representational building elevations to establish a minimum level for building image and detail. For simple buildings, not all elevations may be required. For BV acquisitions, to the Army Reserve has directed that the RFP provide photographs of previous, acceptable Army Reserve facilities, rather than develop elevations for the project buildings, since the offerors will be required to provide building elevations as a part of their offer. A file of such photographs is available on the Army Reserve Customer website.
- 2.3.4.12 For LPTA acquisitions, conceptual roof plan to illustrate one workable roof layout. Describe minimum image, overhang, roof type and similar features in Section 01 02 00.00 48 Statement of Work. For BV acquisitions, no roof plan need be provided.
- 2.3.4.13 Typical Army Reserve standard details appropriate to the project, such as loading ramp, caging/shelving, arms vault, kitchen, etc. The Army Reserve Customer website has plans or diagrams for many of these components.

- 2.3.5 The cost estimate will be prepared in the software and format required by the RFP preparer's Scope of Work (SOW). It will be largely parametric due to the state of design development, with detail to the extent the level of design permits. Options to the Base Bid may be required to assure that the project can be awarded within funds available. See SOW and Army Reserve Design Process and Submittal Requirements for further direction for cost estimate.
- 2.3.6. The Army Reserve supports DoD sustainability policy and initiatives; compliance with LEED guidelines will be a requirement of all projects. An Army Reserve LEED 2.2 Credit Summary spreadsheet and an Owner's Project Requirements (OPR) form are available on the Louisville Army Reserve Customer website.
- 2.3.6.1 The Summary has been developed to record Army Reserve standard requirements and preferences. The RFP preparer should consult with the PDT to determine whether additional tailoring is necessary to reflect project-specific conditions, and Installation, RSC, or user requirements or desires. Some tailoring is required for specific credits, and is indicated in the spreadsheet.
- 2.3.6.2 The OPR form also reflects general Army Reserve standards, and may be tailored to reflect Installation, RSC, or user requirements or desires.
- 2.3.6.3 Part 14 of Section 01 02 00.00 48, and Section 01 33 29.10 06 also address LEED and sustainability.
- 2.3.6.4 All current Army Reserve guidance reflects compliance with LEED NC 2.2.
- 2.3.6.5 D/B projects will be registered with USGBC and documented using LEED templates. Most projects will not pursue LEED certification, but will be validated by the Government. Verify whether each project has been registered with USGBC by Government, and if not, obtain the registration.
- 2.3.7 For direction on preparation of the DA see Army Reserve Design Process and Submittal Requirements.
- 2.4 Solicitation and Selection of D/B Contractor
- 2.4.1 Once the D/B RFP is complete, the Government will advertise and then issue the D/B RFP solicitation package.
- 2.4.1.1 Solicitations may be one-phase or two-phase. In two-phase solicitations, the first phase evaluates D/B team qualifications, and selects a limited number of qualified teams to proceed to the second phase. The first solicitation package for a two-phase solicitation contains only the information needed for offerors to prepare their submittals for that phase. See Appendices B1 and B2 for sample RFP Table of Contents for one- and two-phase solicitations.
- 2.4.1.2 The solicitation packages are typically issued electronically, utilizing FedBizOpps. The electronic package will include files for all Attachments to Section 01 02 00.00 48 Statement of Work.

- 2.4.1.3 The one-phase solicitation package, and the package for the second phase of a two-phase solicitation, should include drawings in both pdf and native file formats, and specifications in pdf format. The offerors will want the native CADD drawings to simplify their proposal preparation.
- 2.4.1.4 The Army Reserve would prefer that the project schedule allow at least 45 to 60 days from solicitation availability to proposal due date, depending on the size of the project; the minimum time allowed should be 30 days.
- 2.4.2 Interested parties obtain the solicitation, assemble their teams, and prepare and submit their proposals, with contents and format according to the requirements in the RFP. The proposals are received and evaluated by the Government, which convenes a Source Selection Evaluation Board (SSEB) to conduct the evaluation.
 - 2.4.2.1 For LPTA acquisitions, the contract is awarded to the offeror who provides the lowest price proposal that is technically acceptable (meets RFP requirements) to the Government. LPTA RFPs will typically be more prescriptive than BV RFPs.
 - 2.4.2.2 For BV acquisitions, the contract is awarded to the offeror whose proposal meets all RFP requirements, and provides the best value to the Government. BV acquisitions may encourage the offerors to propose innovative approaches, materials or systems in providing the Army Reserve's facilities, which could be advantageous to the Government. The SSEB compares alternative methods proposed by the responsive offerors and determines which proposal constitutes the best value within available funds.
- 2.4.3 Once a Contractor has been selected, an As-Awarded version of the RFP is prepared, incorporating any amendments to the RFP package. Again, drawings will be provided in both native and pdf formats.
- 2.5 Contractor Completion of the Design Following Contract Award
 - 2.5.1 The Government will administer both the design and construction phases of the project in a manner similar to its administration of these phases for a D/B/B project. The RFP must fully describe the project scope and level of quality for construction materials and procedures, the Contractor's Submittal and quality control requirements for design and construction, and the Government's review requirements, including timeframes needed for the review process.
 - 2.5.2 The Contractor's required design submittals after contract award are outlined in Section 01 03 00.00 48 Design Submission Requirements After Award.
 - 2.5.3 For each submittal, the Contractor may be required to provide items listed below. The RFP must define what comprises each of these items in sufficient detail to ensure that Government expectations are met. The current strategy is to reference some of the requirements in the USAR Design Process and Submittal Requirements.
 - 2.5.3.1 Drawings - addressed in Section 01 03 00.00 48.
 - 2.5.3.2 Specifications and submittal register - addressed in Sections 01 03 00.00 48 and 01 33 00.

- 2.5.3.3 Design analysis and supporting calculations - addressed in Section 01 03 00.00 48.
 - 2.5.3.4 Interior design packages - addressed in Section 01 03 00.00 48.
 - 2.5.3.5 Permit applications or information - addressed in Section 01 03 00.00 48.
 - 2.5.3.6 Draft DD Form 1354 – addressed in Section 01 33 00.
 - 2.5.3.7 Sustainability analysis and recommendations – addressed in Section 01 33 29.10 06.
 - 2.5.3.8 Life safety certifications – addressed in Part 2 of Section 01 02 00.00 48.
 - 2.5.4 Section 01 03 00.00 48 also requires review meetings for each submittal, scheduled after a period to allow the Government reviewers time to perform their reviews and submit comments. Any required design-phase meetings should be addressed in the RFP; standard project design meetings are addressed in Section 01 03 00.00 48.
 - 2.5.5 The Government should identify the reviewers for each submittal shortly after contract award, and provide them with the project schedule. Government reviewers should be those who are the most familiar with the requirements of the Army Reserve RFP and will need to receive a copy of the Contractor’s proposal.
 - 2.5.6 Any submittal that is not sufficiently complete to justify Government acceptance might require a full or partial re-submittal prior to its acceptance by the Government.
 - 2.5.7 The final construction documents may not be less extensive than Government is accustomed to receiving for design/bid/build projects, but must demonstrate design compliance with contract requirements.
- 2.6 Construction Process
- 2.6.1 The Government’s role in the D/B construction process is outlined in the Louisville District Project Management Business Practices manual, not accessible to non-Government personnel. Go to the PMBP on the Louisville District Intranet webpage, and select “Louisville District PMBP Manual”, then “Project Execution”, then “Contract Management”, then “Design Build Contract Management”, then “Design Build and other Source Selection RFP Acquisitions.”

Chapter 3 – General Design and Performance Criteria

Note 1: The Army Reserve applies a “more commercial-construction-industry” approach to Design/Build projects than is typically applicable to D/B/B projects. Section 01 02 00.00 48 Statement of Work, Chapter 2, lists a limited number of standard Federal and military criteria that will be applicable to Army Reserve D/B projects.

The Army Reserve’s approach to D/B projects is also more prescriptive than some other Federal agencies, and most private-sector clients. The Army Reserve has developed required or preferred design and construction solutions over its history, and much of this is incorporated into the Design Guide, the standard Section 01 02 00.00 48 Statement of Work template, and this Manual. It may be desirable due to project circumstances, or necessary for budget reasons, to consider reduction of preferred standards or solutions on an individual project. In such cases, the RFP A/E should make recommendations for the Project Officer’s consideration and approval.

Note 2: This version of the Manual is issued while the program for maintenance shops is in flux – the Army Reserve is working to develop “new generation Army Reserve maintenance shops” using the Active Component Draft TEMF criteria. This Manual, and other Army Reserve criteria, will continue to refer to Army Reserve OMS, AMSA, and ECS maintenance shops until the new standards are approved. RFP preparers should confirm with the Project Officer, Project Manager, and PE/A what guidance is to be used for individual projects.

3.1 General Design and Construction Guidance

- 3.1.1 The Army Reserve has specific programmatic, design and construction criteria for its facilities. The Design Guide is the primary source for Army Reserve criteria. Army Reserve D/B project design and construction must comply with only the Government criteria documents listed in Section 01 02 00.00 48 Statement of Work, Chapter 2; other criteria documents listed in the Design Guide need not be incorporated.
- 3.1.2 The Army Reserve’s standard template for D/B specification Section 01 02 00.00 48 Statement of Work also contains extensive guidance and requirements for Army Reserve D/B projects. The RFP A/E team should make themselves familiar with all Parts of Section 01 02 00.00 48 Statement of Work to better understand all that it addresses, and where specific issues are addressed. This Manual does not repeat information that is addressed in Section 01 02 00.00 48 Statement of Work, UFC 4-171-05, and the Army Reserve IT Manual; the RFP A/E will need to become familiar with all four.
- 3.1.3 Section 01 02 00.00 48 Statement of Work is the heart of the D/B RFP specifications, with extensive project specific requirements. The RFP A/E must edit the Army Reserve standard 01 02 00.00 48 Statement of Work template as appropriate for the project. Editing is likely to include appreciable additions to address and accommodate User and RSC needs, and to address the specific conditions of the construction site and infrastructure. This Section is likely to include an appreciable number of attachments.
 - 3.1.3.1 Section 01 02 00.00 48 Statement of Work may not address some project design, construction, regulatory, or other issues that do not arise on a regular basis. The RFP A/E needs to ensure that any and all project requirements are addressed in the RFP, and 01 02 00.00 48 Statement of Work is typically the appropriate place to do so.

- 3.1.3.2 The Army Reserve wishes to continuously improve Section 01 02 00.00 48 Statement of Work; suggestions for improvements to the standard 01 02 00.00 48 Statement of Work template may be forwarded to DLL-CELRL-PM-R-Tech-Team@usace.army.mil
- 3.1.4 The Army Reserve facility for the 21st century is intended to be one in which the soldiers can take pride, and which provides a pleasing and comfortable atmosphere for the soldiers' training. The facility should have the flexibility to accommodate future changes in force structure and training needs. The Government has determined that "bare-bones," utilitarian facilities detract from individual soldier self-esteem, unit pride, quality of training, and soldier recruitment and retention. Designs for new Government construction should reflect this philosophy.
- 3.1.5 Designs for Army Reserve training center buildings should be equivalent in quality to "B+/A-" office space in the private sector. The exterior image should reflect military culture, embodying concepts such as dignity, tradition, discipline and order, but should also reflect the local architectural vernacular to strengthen the Army Reserve relationship with the community.
- 3.1.6 Designs for Army Reserve vehicle maintenance, storage, and other more utilitarian buildings should be appropriate for supporting buildings in a good-quality office park development, and should be architecturally compatible with the exterior image of an associated training center.
- 3.1.7 Interior space and finish designs should provide a functional and comfortable workplace, and an atmosphere that fosters pride and a sense of ownership in the soldiers.
- 3.1.8 Interior finishes and detailing, and mechanical, plumbing, electrical, and telecommunications cabling systems will be of a quality appropriate for an office building of good quality. Design of the facility and finishes should provide for higher durability than a typical office building, suitable for rougher usage than high school or college buildings might experience.
- 3.1.9 Durability and ease of maintenance are important considerations for Army Reserve facilities. Time and money spent for maintenance and repair decreases funding and soldier availability for the Army Reserve's primary mission of training soldiers.
- 3.1.10 The Government supports sustainability in the design and construction of its facilities. Design and construction will meet the Government's current sustainability goals.
- 3.1.11 The Government constructs permanent buildings which are likely to be used for many years, with occasional remodeling or refurbishing, and this is its expectation for facilities obtained through a D/B action. Materials, systems, details and finishes will be of a quality and durability that is consistent with this expectation.
- 3.1.12 Full-time personnel in Army Reserve facilities are typically provided an office, whether individual or shared. The Army Reserve sometimes elects to accommodate some full-time personnel in open-office workstations, in order to minimize the construction of hard-wall offices, for both construction cost economy and flexibility to address future mission and personnel changes. If full-time personnel are assigned to such workstations, confirm whether the workstations are to be larger than the typical Unit Commons workstation intended for use by weekend Reservists. Contact Barbara Pfister (502-315-6899) or other

Louisville Corps Interior Design personnel for coordination of appropriate layout and furnishing of full-time workstations.

- 3.1.13 Individual project circumstances may dictate that programmed buildings be combined or split, such as the UHS being combined with another building, or Reserve Center Unit Storage space being located in its own building. In such instances, the requirements for specific spaces still apply.
 - 3.1.14 Installation or User requests for proprietary materials or systems require both Project Officer acceptance and Corps preparation of a formal waiver. The waiver requires a justification of the need for the sole-source specification.
- 3.2 Project Design, Materials and Systems
- This section describes Army Reserve general standards and guidance for project design, and building materials and systems. Unless written approval is obtained for deviations, designs for new Army Reserve construction must comply with these standards. For additional guidance and room-by-room design requirements, refer to the Design Guide.
- 3.2.1 Civil/Site Materials and Systems
 - 3.2.1.1 To the extent practical, civil/site design will avoid the necessity for granting easements on Government real property for security purposes. If it appears an easement is required, coordinate with Government.
 - 3.2.1.2 Earthwork - foundation and sub-base soils materials are dependent on site-specific geotechnical characteristics. The use of on-site soils materials will comply with the results of a site investigation and corresponding recommendations made by a licensed professional geotechnical engineer experienced in analyzing conditions of designing foundations and pavements for soils in the area of the project site.
 - 3.2.1.2.1 Address the Government requirements for documentation to verify that offsite soils imported to the site are clean by incorporating the provisions and editing recommendations for Paragraph 2.1 REQUIREMENTS FOR OFFSITE SOILS of Specification Section 31 00 00.00 06 as needed for the specific project location.
 - 3.2.1.2.2 When on a Government Installation, consult the public works, environmental and engineering authorities regarding requirements for use and testing of soils used on the Installation and the project site and the disposal of excess soils and incorporate the authorities' requirements into the specification in Paragraph 3.11 of Part 3 of 01 01 00.00 48.
 - 3.2.1.2.3 Restrict use of on site borrow activities in areas of the site that contain satisfactory soils and which could potentially be used by the D/B Contractor when such activity will adversely impact the development of the area for construction of future facilities.
 - 3.2.1.3 Storm Sewer and Drainage - Limit developed site peak outflow to pre-developed peak outflow, or more restrictive local requirements. Control structures will be of

reinforced concrete. If needed, control gates will be fabricated steel or iron gates with manual operators.

3.2.1.4 Water Supply

3.2.1.4.1 System pipe sizing will be determined by conducting a flow test according to NFPA 291 and calculating available pressure and flow based upon the domestic and fire demands of the project.

3.2.1.4.2 Refer to Advanced Meter Specifications on the Army Reserve Customer website for meter requirements. Incorporate into RFP if not yet addressed in Design Guide.

3.2.1.5 Sanitary Sewer - Sanitary sewer will be designed for the sewer building flows based on the fixture units with an appropriate peaking factor.

3.2.1.6 Natural Gas - Meters will usually be supplied by or purchased from the gas utility. If not, furnish a meter that meets the utility's standards. Refer to Advanced Meter Specifications on the Army Reserve Customer website for meter requirements. Incorporate into RFP if not yet addressed in Design Guide.

3.2.1.7 Surfacing and Paving

3.2.1.7.1 Internal roadways, privately-owned vehicle (POV) parking lots and military equipment parking (MEP) and will be of asphalt concrete paving. Provide MEP and internal roadway paving with a mix design of sufficient hardness to prevent raveling, rutting and scarring by wheel movements of equipment to be parked on site.

3.2.1.7.2 MEP areas subject to tracked vehicle traffic will be gravel or Portland cement concrete (PCC) designed to withstand applied loads.

3.2.1.7.3 Maintenance bay door aprons, loading platform aprons, driveway aprons, loading dock aprons, trash enclosure slabs and aprons will be PCC.

3.2.1.7.4 Sidewalk and curb and gutter will be PCC.

3.2.1.7.5 The D/B RFP preparer must determine site specific CBR (laboratory CBR is not always used as the design CBR, an experienced designer in the area should determine the CBR, don't only depend on laboratory results), as well as minimum paving Sections, and provide to PM or PE/A for insertion into Sections 00114, 00115, or 00130 of the RFP, as appropriate. The D/B RFP preparer shall consult the geotechnical and pavement designers in the Corps District within which military boundaries the project is located for minimum pavement section requirements. Supplemental information in this regard may also be obtained from Installation engineers when on a Government Installation or from facility support engineering agencies. For example, pavement section minimums for project within the Louisville District traditional military boundaries are stated as follows: "Regardless of the pavement design, a minimum

flexible pavement section shall consist of 3.5 inches of asphalt (1.5 inches of surface course and 2 inches of base course) and 8 inches of aggregate subbase and/or base. Regardless of the pavement design, a minimum rigid pavement section shall consist of 6 inches of concrete and 8 inches aggregate subbase/or base. The minimum subbase/base can be neglected if the subgrade has a CBR greater than 30.”

Overall, the "basis" for this information must be obtained from the customer with input from an experienced pavement designer who can make sound judgments to interpret the customer information and translate it into a reasonable factor on which the D/B contractor can base his bid.

3.2.1.7.6 The traffic loading criteria in Part 3 of Section 01 02 00.00 48 shall include the vehicle types and the number of passes for each vehicle over the design life of the pavement.

3.2.1.8 Miscellaneous Site/Civil Design - All building corners and other site improvements located within paved areas must be protected with bollards.

3.2.2 Architectural and Interior Design Materials and Systems

3.2.2.1 Exterior wall design and construction

3.2.2.1.1 The Army Reserve has selected a number of preferred exterior wall assemblies that are acceptable for its projects, listed below. The wall type choices and order of preference may be edited project-specifically based on Installation or User preferences, with Project Officer approval.

3.2.2.1.1.1 For individual D/B projects being acquired in an LPTA acquisition, the RFP should limit the wall types that will be allowed, in order to obtain the highest quality and most desirable wall within the project budget. The PDT should discuss desired exterior wall type in relation to project budget, location, site context, Installation/local zoning requirements, maintenance, and similar issues (see below), to determine whether and how the RFP will limit exterior wall type. All else being equal, and subject to project funding, the Army Reserve’s preferred structure and exterior wall for most regularly occupied buildings is steel frame, brick veneer with either CMU, tilt-up concrete panel, or pre-cast concrete panel backup.

3.2.2.1.1.2 For D/B projects being acquired by BV acquisition, the entire menu of acceptable wall types may be listed, if Installation or local zoning guidance allows, with the more desirable systems noted as “preferred” or “highly preferred.” The RFP should also note that alternative wall systems of equivalent quality and performance will be considered.

3.2.2.1.1.3 The Army Reserve bases its preferences for wall systems

on the following quality factors, which may be of assistance in evaluating alternative wall system proposals in a BV acquisition:

- a. Image – the preferred brick veneer provides an attractive image with a sense of permanency and stability
- b. Maintainability and useful life
- c. Continuity of insulation
- d. Ability to vent any moisture that penetrates the veneer
- e. Fire resistance
- f. Blast resistance

3.2.2.1.2 An individual project may include variation in allowable exterior wall systems among the various buildings. A Training Center might be limited to a single system, or to systems that include brick veneer. A vehicle maintenance building might allow masonry or tilt-up systems with brick or CMU veneer. A storage facility might allow a tilt-up or pre-engineered structure, but require a brick or CMU veneer.

3.2.2.1.3 For LPTA projects with budget restrictions, it may be appropriate to specify the least desirable wall system in the Base Bid, with Options for more desirable wall systems. As an example, the Base Bid might be a CMU veneer wall with steel stud back-up. One option might be to replace the CMU veneer with brick veneer, a second might be to replace the steel stud back-up with CMU back-up. If the solicitation proposals allow award of one or more Options within project funding, the Army Reserve has the opportunity to receive a more preferable wall system.

3.2.2.1.4 Acceptable exterior wall systems for typical Army Reserve buildings, in order of Army Reserve preference, are listed in Part 6 of Section 01 02 00.00 48.

3.2.2.1.5 AT/FP requirements (UFC 4-010-01) include significant provisions for exterior walls, especially for buildings three stories or more in height. The unit cost for buildings of three or more stories is likely to be significantly higher than for buildings of two stories or less.

3.2.2.1.6 There may be situations in which it seems clear during RFP preparation that the budget will not allow the preferred wall systems. The PDT should determine whether to delete the more expensive systems from Part 6, and list them instead as Options or Betterments.

3.2.2.2 Roof design and construction

3.2.2.2.1 Based on its experience, the Army Reserve has selected a limited number of roofing systems that are acceptable for its projects, listed below. The roof type choices and order of preference may be edited

project-specifically based on Installation or User preferences, with Project Officer approval.

- 3.2.2.2.1.1 For individual D/B projects being acquired in an LPTA acquisition, it is likely that the RFP should limit the roof systems that will be allowed, in order to obtain the highest quality and most desirable roof within the project budget. The PDT should discuss desired roof systems in relation to project budget, location, site context, local/Installation requirements, maintenance, and similar issues, to determine whether and how the RFP will limit exterior wall type. All else being equal, and subject to project funding, the Army Reserve's preferred roof system for most regularly occupied buildings is sloped, standing seam metal roofing.
- 3.2.2.2.1.2 For D/B projects being acquired by BV acquisition, the entire menu of acceptable roofing systems may be listed, if Installation or local zoning guidance allows, with more desirable systems noted as "preferred" or "highly preferred."
- 3.2.2.2.1.3 The Army Reserve bases its preferences for roofing systems on the following quality factors, which may be of assistance in evaluating alternative wall system proposals in a BV acquisition:
 - a. Image – the preferred sloped, standing seam metal roofing provides an attractive image with a sense of permanency.
 - b. Maintainability and useful life.
 - c. Fire resistance.
 - d. The Army Reserve's particular history of roof problems.
- 3.2.2.2.2 An individual project may include variation in allowable roofing systems among the various buildings. A Training Center might be limited to a sloped system, with a low-slope roof only at the kitchen area. A vehicle maintenance building might allow either sloped or low-slope systems. A storage facility might allow a standard pre-engineered metal roof system.
- 3.2.2.2.3 The Army Reserve has developed detailed specifications for their acceptable roofing systems, and these are included in the Outline Technical Specifications.
- 3.2.2.2.4 Acceptable roofing systems – Training Center and similar buildings, in order of preference, see Part 6 of Section 01 02 00.00 48.
- 3.2.2.2.5 Acceptable roofing systems – OMS, AMSA, UHS, and similar more utilitarian buildings for equipment maintenance or storage, in order of preference, see Part 6 of Section 01 02 00.00 48.

3.2.2.2.6 ACSIM has determined that an RSC may opt to prefer shingles over standing seam metal roof, and modified bitumen over EPDM. If the RSC does so, the order of the systems in Part 6 will need to be changed.

3.2.2.2.7 There may be situations in which it seems clear during RFP preparation that the budget will not allow the preferred roofs. The PDT should determine whether to delete the more expensive roofs from Part 6, and list them instead as Options or Betterments.

3.2.3 Structural Building Materials and Systems

3.2.3.1 The Government strongly prefers structural steel gravity framing systems for Training Center and Maintenance building floors and roofs, for ease of future remodeling and retrofit. The most preferred floor framing systems are described in Part 7 of Section 01 02 00.00 48.

3.2.3.2 Pre-engineered buildings are acceptable for unheated storage and similar structures. Pre-engineered buildings may be considered by the Government for OMS, AMSA, and similar maintenance shops on an individual project basis.

3.2.3.3 Light-gauge steel trusses are acceptable for sloped roof structure.

3.2.3.4 Consider requiring a structural ceiling grid system for required seismic support and to meet AT/FP requirements. Below a sloped roof, provide a U-shaped cold-formed channel grid system for ceiling support, mechanical/electrical equipment support, and lateral support of non-load-bearing partition walls. This grid system should be laterally braced for site-specific seismic conditions. The minimum lateral design load will be 5 psf applied to supported elements.

3.2.4 Mechanical and Plumbing Building Materials and Systems

3.2.4.1 General – This mechanical section includes design information requirements that shall be included in the RFP associated with heating, ventilation, air conditioning (HVAC), plumbing, and fire sprinkler aspects of the design. In general, the requirements of the International Mechanical Code (IMC) and International Plumbing Code (IPC) will apply, except as noted within Section 01 02 00.00 48. Where conflicts between the IMC and IPC and requirements of this document occur, this document will govern.

3.2.4.2 Prepare design criteria and include design narrative and design calculation parameters and requirements in applicable Plumbing, HVAC, and Fire Protection parts of the RFP Section 01 02 00.00 48 Statement of Work. Further describe in each applicable part of 01 02 00.00 48 Statement of Work Contractor requirements regarding specific fixtures, equipment, system materials, systems design parameters and descriptions applicable to the particular Army Reserve facility. Descriptions shall be specific to individual buildings within the facility.

3.2.4.3 The Master 01 02 00.00 48 Statement of Work and the Outline Technical Specifications provide detailed guidance for requirements applicable to the typical Army Reserve Training Centers, vehicle maintenance buildings and

Unheated Storage Buildings. Additional project specific user requirements should be added to the applicable Parts of the 01 02 00.00 48 Statement of Work to fully communicate to the D/B Contractor unique requirements particular to the Project. Typical HVAC systems and zoning for the various buildings is described. Some modifications to the system and zoning may also be required for the specific project facility due to the building size or other special heating or cooling requirements specific to a project.

3.2.4.4 The Master 01 02 00.00 48 Statement of Work is prepared under the assumption that natural gas is available for heating purposes. If natural gas is not available, extensive modification of the Master 01 02 00.00 48 Statement of Work is required for conversion to an alternative heating fuel type, such as electric heat or liquefied propane gas.

3.2.4.5 A preliminary analysis of the available water supply is required for the Fire Protection Part of the 01 02 00.00 48 Statement of Work. The RFP must include the results of a flow test performed by the RFP preparer in accordance with the provisions of UFC 3-600-01, as an Attachment to Section 01 02 00.00 48. The Contractor will determine the need for a fire pump and/or storage tanks from the information. Historical water supply information is not acceptable. Also, the local fire department should be contacted to obtain any special local requirements, including backflow prevention. The RFP must also indicate whether water treatment for hardness or other conditions will be required.

3.2.5 Electrical Building Materials and Systems

3.2.5.1 General – This section includes design information associated with electrical power distribution, lighting, fire alarm, security, public address, telephone and data systems, and lightning protection.

3.2.5.2 Exterior Power Distribution

3.2.5.2.1 Coordinate electric power service with the local electric power company and document in Section 01 02 00.00 48 Part 4. Confirm in writing the power company requirements for an underground primary line, pad-mounted transformer, metering, and underground secondary service. Provide the local service provider with preliminary load calculations, current characteristic requirements, schematic site plan, and additional information as required to properly initiate coordination of electric service to the facility.

3.2.5.2.2 Describe power and signal connections to site features such as security gates, card readers, and User-furnished equipment that are not in standard Statement of Work as required.

3.2.5.2.3 Avoid utility easements on Government real property if at all practical.

3.2.5.3 Interior Power Distribution - Describe power and signal connections to building features such as specialty equipment and User-furnished equipment that is not in the Standard Statement of Work.

- 3.2.5.4 Exterior Lighting. Verify whether POV parking area and walkway lighting is authorized.
- 3.2.5.4.1 If POV parking area lighting is required, appropriate light levels are indicated in Part 10 of RFP Section 01 02 00.00 48. Current Army energy conservation guidance calls for time clock control – photocell on, timer off.
 - 3.2.5.4.2 Verify requirement for bi-level MEP lighting. It is not typical and adds significant cost, but should be evaluated for cost effectiveness in accordance with current army energy conservation guidance.
- 3.2.5.5 Interior Lighting - Add special requirements such as architectural/designer fixtures, dimming, etc. If RSC, Users or conditions warrant specifying particular lamps that differ from the Army Reserve fixture schedule, provide direction in RFP.
- 3.2.5.6 Fire Alarm and Mass Notification System
- 3.2.5.6.1 Add requirements for location of the Fire Alarm and Mass Notification Control Panel (FMCP) and Remote Annunciator Panel (FAA). Location may vary depending on the direction of the Authority Having Jurisdiction (AHJ).
 - 3.2.5.6.2 Add requirements for location of the Mass Notification System (NNS) Local Operator Console (LOC).
 - 3.2.5.6.3 Add requirements for remote signaling such as local/city tie lines, radio transmitters or telephone reporting to the local fire department or to a central station monitoring service.
 - 3.2.5.6.4 Indicate requirements for magnetic door holders. Typical locations are: Assembly hall interior exit doors, enclosed elevator and other enclosed lobby doors.
- 3.2.5.7 Special Requirements
- 3.2.5.7.1 Public Address (PA) System – The PA system head-end equipment is typically located in the chair storage room. An alternative is the Facility Maintenance Room or an Electrical Room with convenient access to the Assembly Hall.
 - 3.2.5.7.2 Electronic Security Systems – There are two separate security systems for typical Army Reserve projects, a Government-provided IDS and a Contractor-provided ECS.
 - 3.2.5.7.2.1 The IDS system is an empty conduit system for a Government-provided intrusion detection system (IDS) in Arms Vaults and SIPRNET Cafés.
 - 3.2.5.7.2.2 The ECS is a complete Entry Control System provided by the Contractor. Provide pertinent requirements.

3.2.5.8 Telecommunications – Telephone System

- 3.2.5.8.1 The preferred scheme indicated in the Statement of Work by reference to the Army Reserve IT Manual includes a GFGI telephone switch and handsets except when the project is on a military installation and the installation can provide the telephone services to support the facility. When the project is on a military installation, verify the correct scope of work and describe it in Part 10 of Section 01 02 00.00 48.
- 3.2.5.8.2 Telephone service design is addressed in the Army Reserve IT Manual.
- 3.2.5.8.3 Coordinate telecommunication service with the local telephone service provider and document requirements in the Statement of Work. Confirm in writing the service provider's requirements for an underground copper cable telephone and fiber optic data service. Provide the service provider with the number of copper pairs and fiber strands required, schematic site plan, and additional information required to properly initiate coordination of telephone service to the facility.

3.2.5.9 Telecommunications – Data Cabling System. The intent of the RFP template Section 01 02 00.00 48 is a complete and useable telecommunications cabling system only, not a complete computer network. Data service design is addressed in the Army Reserve IT Manual.

3.2.5.10 Cable Access Television (CATV)

- 3.2.5.10.1 Coordinate CATV service with the local CATV service provider and document the requirements in the Statement of Work. Confirm in writing the service provider's requirements for an underground cable distribution line service. Provide the local service provider with a schematic site plan and additional information as required to properly initiate coordination of CATV service to the facility.
- 3.2.5.10.2 Verify CATV outlet requirements and document in the Statement of Work. The following is a typical minimum requirement for CATV outlets – two in Assembly Hall; two in each classroom; and one each in each Break Room, Physical Fitness Room, and Library.
- 3.2.5.10.3 If CATV service is not available, provide outlets required and provide conduit stub out for future service. The conduit for future service is included in the four 4-inch conduits from the property line to the EF called out in the Army Reserve IT Manual

3.2.6 Landscape Architecture Materials and Systems

- 3.2.6.1 Landscape design should enhance the image of the facility and its surroundings, and provide a sense of continuity throughout the project. At the same time, both the design and the selection of materials must limit maintenance and irrigation

requirements, reinforce sustainable design principles, and support security criteria. Use of native and well-adapted plant materials is encouraged.

3.2.6.2 It is sometimes necessary to provide some irrigation capability, especially for plantings at the front or entry side of a facility for esthetic purposes. When irrigation systems are provided, they should include a programmable timer, backflow prevention, and a rain gauge feature. The use of systems utilizing drip irrigation for efficient water usage is encouraged.

3.3 Building Codes and Other Design Criteria

3.3.1 See Part 2 of Section 01 02 00.00 48 Statement of Work, of the standard template, for guidance on applicability of Building Codes and other design criteria.

3.3.2 Refer to the Protective Design Center (PDC) for current interpretations and clarifications of AT/FP standards.

APPENDIX A

Editing Recommendations for Army Reserve D/B RFP Preparation

Sections Prepared by USACOE Contracting

The following Sections are prepared by USACOE Contracting, typically just before issue to assure they include current clauses. During RFP preparation, the RFP preparer should request a copy of the most current version for reference, to assure RFP doesn't address or contradict information in the Sections.

- 00100 Instructions to Bidders
- 00114 Procedures for Submittal of Offers and Proposal Evaluation Criteria (for single phase solicitations)
- 00115 Procedures for Submittal and Evaluation of Offers for Phase I (for two-phase solicitations)
- 00130 Procedures for Submittal and Evaluation of Offers for Phase II (for two-phase solicitations)
- 00600 Representations and Certifications
- 00700 Contract Clauses

The RFP preparer must develop paving information for Sections 00114, 00115 or 00130, and provide to PM for inclusion in appropriate Section; see paragraph 3.2.1.7.5.

General Note on Editing Division 00 and 01 Specifications for Design/Build

For Design/Build projects, the Government does not "approve" the D/B team's final design; it "accepts" the design. The same is true for shop drawings and all other submittals, including extensions of design such as fire protection and structural steel detailing. The editing notes in the Louisville version of Section 01 33 00, Submittal Procedures, indicate editing to incorporate this strategy. However, there may be other references to the Government "approving" shop drawings that need to be edited.

The Government must, however, approve any changes to the project design during construction, after the Contractor has received acceptance of final design and notice to proceed with construction.

Section 00 80 00.00 06 – Special Clauses

June 2009 version

General Recommendations:

- a. Numbering of recommendations below corresponds to clause numbers in Section. If the version is updated, clause numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as appropriate.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text or other editing is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section, and incorporate as appropriate.
- e. Always include Table of Contents with remainder of Section, for ease of reference for all concerned.
- f. Always include Section Attachments at the end of the Section. Delete Digging Permit and Coordination forms if project is not on Ft. Campbell.
- g. When deleting a clause, consider leaving the title of the clause, and adding “NOT USED” at the end of the title, in both Index and body of Section. Do not renumber clauses.
- h. No clause or paragraph that includes FAR, EFAR or DFAR language can be edited to change the Regulation language, except to fill in blanks or select options. If necessary to add additional information to such a clause or paragraph, the additional language should be a separate paragraph following the Regulation language – not added to the end of a Regulation paragraph.

Recommendations for editing of specific clauses:

Submittals - Coordinate required submittals and desired review action with COE Construction. Delete anything not required for D/B projects. Current Louisville Contract Appendix A provides different direction for designating review action, and takes precedence over the Section editing instructions. Verify all submittals required by this Section are listed here.

- 1.3.1 Commencement, Prosecution and Completion of Work subparagraph a - Confirm with COE Construction the number of days after NTP, typically 10 days.
- 1.3.1 Commencement, Prosecution and Completion of Work subparagraph c - Verify with Corps Project Manager whether standard DoD schedule applies to project, and insert required duration if so. (USACOE may desire to reduce periods below by 30 days to assure timely completion.) If DoD schedule is not applicable, develop recommended design/construction schedule, review with Government, and insert agreed-upon duration. Current standard DoD periods are:
 - \$0 to \$5 million construction cost – 365 days
 - \$5 to \$20 million construction cost – 540 days
 - Above \$20 million – 730 days
- 1.3.2 Additional Requirements/Clarifications... - Furniture is typically GFGI for Army Reserve projects, so furniture installation should be retained in the (a) subparagraph. Days for furniture installation in the (b) subparagraph are based on value of furniture and a chart from Louisville RST furniture team – contact Barbara Pfister.
- 1.3.3 Requirements for Completion.... – Insert “and IT Equipment” after “Furniture” in paragraph title. Insert after second sentence of paragraph “All IT spaces shall also be complete.”
- 1.5 Liquidated Damages – Construction - Insert LD amount obtained from PE/A.

- 1.7 Exclusion of Periods... - This paragraph is intended for Civil Works projects, but verify whether Installation, local authorities, COE Construction or other Government PDT members will prohibit work in any time periods, and edit accordingly.
- 1.8.1 Contract Drawings and Specifications - In subparagraph b, delete (2).
- 1.8.1 Contract Drawings and Specifications, subparagraph e – This paragraph may now be revised to delete the table of Drawings and information below it, and revise the first sentence to end “...drawings identified on the list of drawings on Sheet(s) []. RFP preparer must obtain Drawing Code for RFP drawings from PE/A.
- 1.8.2 Government Furnished Electronic Technical Contract Documents – Revise subparagraph c to read “In addition, native CADD files are provided for Contractor’s convenience in developing design, construction, and as-built documents. See also Clause 1.4 of this Section.” Delete first sentence of subparagraph d.
- 1.10 As-Built Documents for Design Build Projects – At subparagraph 1.10.2, select 01 03 00.00 48. At subparagraph 1.10.2.a.1), the Army Reserve requires MicroStation – edit to note that version and media are to be “as specified in Section 01 03 00.00 48.” At end of subparagraph 1.10.2.a.1), add sentence “All drawings and files shall comply with AEC CADD standards.” At subparagraph 1.10.2.b, select the \$50,000 or 1% option to assure Contractor is motivated to complete quality as-builts – this is Army Reserve and Louisville direction. Include 1.10.4 and 1.10.5 if appropriate for project. At 1.10.8, select 01 03 00.00 48, and verify number of as-built document CDs or hard-copy sets desired by Government; include one set of pdf files in list and final paragraph. Consider deleting Mylars, due to high cost per sheet.
- 1.12 Physical Data - Edit subparagraph (a) as appropriate to incorporate any preliminary geotechnical report or other geotechnical information provided in RFP. Edit transportation facilities paragraph as appropriate for site and RFP contents.
- 1.13 Availability of Utilities - Investigate availability of utilities for construction, and edit this clause accordingly. Coordinate with any information provided in Parts 3 or 4 of Section 01 02 00.00 48, and with 01 50 00. For projects not on a Government Installation, consider deleting this clause and addressing requirements in Section 01 02 00.00 48. To the extent possible, show this information in a single location.
- 1.17 Performance of the Work by the Contractor - Verify appropriate self-performed work percentage with USACOE Construction – 20% has been typical.
- 1.18 Superintendence of Subcontractors - Review with COE Construction, but consider deleting this clause for most Army Reserve projects, unless construction cost exceeds \$50 million, is unusually complex, or involves multiple sites. Several negative comments on the cost of this requirement have been received from bidding Contractors on Army Reserve D/B RFPs.
- 1.19 Identification of Employees –On non-Installation sites, delete second sentence of paragraph b.
- 1.21 Warranty of Construction - Subparagraph a(2)(a) – revise first sentence to read “As a part of the nine-month warranty inspection...” The Contractor is not required to perform a one-year inspection. Subparagraph b – confirm with COE Construction if this paragraph requires editing beyond internal editing notes. Subparagraph e – add communications system as Code 1.

- 1.24 Salvage Materials and Equipment - Delete unless specific items or materials are to be salvaged for Government benefit. If required, consider whether to address here, or in Part 1 of Section 01 02 00.00 48. Where addressed, provide description of items and desired action to be taken, including where the items are to be delivered.
- 1.25 Identification of Government-Furnished Property - Edit as appropriate to incorporate equipment or other items to be furnished by the Government and installed by the Contractor. Do not include Government-furnished, Government-installed items. The typical items for an Army Reserve project are the two Minuteman logo plaques; see Design Guide for brief description.
- 1.27 Project Sign - Review with COE Construction personnel to verify which version is desired and any additions or editing required. Typical is Version 2, edited for no sponsor.
- 1.28 Time Extensions for Unusually Severe Weather - Verify desired adverse days schedule with COE Construction local Resident Office. For the Great Lakes and Ohio River Division Boundaries, the adverse weather days for many cities are available, but their accuracy should be verified.
- 1.29 Wage Rates - No editing required; COE Contracting will identify appropriate wage rates immediately before issuing the solicitation, and will edit this clause and attach the wage rates as appropriate. For Puerto Rico projects, this paragraph is deleted; Davis-Bacon does not apply in Puerto Rico. Contracting addresses wages rates for Puerto Rico elsewhere in Division 00.
- 1.32 Government Field Offices Facilities and Services - Delete; address in Section 01 50 00.
- 1.33 Compliance with Post/Base Regulations - Verify Installation provisions for Contractor construction personnel and deliveries (other than identification requirements in Clause 1.19 above), and consider incorporating any that are likely to appreciably impact Contractor's work. If not on an Installation, delete.
- 1.37 Notice of Soil Treatment – If a requirement for soil treatment for termites or other pest control measures have been added to Part 1 of Section 01 02 00.00 48, retain this clause.
- 1.40 Payment for Materials Delivered Off Site – Typically deleted.
- 1.55 Digging/Excavation Permits - If on an Installation, a digging permit is likely to be required. Obtain and review forms and instructions for completing them and getting them approved, including time for approval. Include blank forms at end of Section, and insert language here for Installation point of contact, contact information, and similar pertinent information not included on forms.
- 1.57 Partnering – Confirm likely Partnering participants and edit accordingly. Change Directorate of Environmental and Master Planning to Army Reserve. Delete final two sentences; Partnering meeting requirements and costs are addressed in 01 03 00.00 48.
- 1.59 Progress Photographs – Confirm with PDT number of views desired.
- 1.67 Sequence of Design/Construction (Fast-Track) - Coordinate with project decision on use of fast-tracking for any portion of the work; most Army Reserve D/B projects allow fast-tracking for some portion of the work to support achievement of DoD standard schedules.
- 1.70 Requirements for Registration of Designers - For work on Federal reservations (Federal property not under joint jurisdiction), the Government typically does not require designers to be licensed in

the particular State where the site is located. Verify whether the site is a Federal reservation. It is likely that every project will require some State permits with designer certifications – such as NPDES – and that utility providers or similar agencies may require designer certification. These are likely to require State-registered designer certification – such requirements should be incorporated here.

Add the following as a second paragraph under 1.70.2. “Certain local permitting or other requirements, such as NPDES, may require responsible designers to be registered in the project jurisdiction: if so, those designers shall be registered accordingly.

- 1.72 Design Conferences – Add to end of first paragraph “See also Section 01 03 00.00 48 for additional discussion of Pre-Work Conference and other Design Conferences.” Delete the remaining two paragraphs on design meetings; they are addressed in Section 01 03 00.00 48.
- 1.80 through 1.82 Storm Water Pollution Prevention Plan - Verify with COE Construction personnel which of these clauses is appropriate for the project, typically 1.81, and edit as appropriate..

Section 01 02 00.00 48 - Statement of Work

Obtain current version from Louisville's Army Reserve Customer website, at:
<http://www.lrl.usace.army.mil/ed2/default.asp?mycategory=212>

Section 01 03 00.00 48 – Design Submission Requirements After Award

Obtain current version from Louisville's Army Reserve Customer website, at:
<http://www.lrl.usace.army.mil/ed2/default.asp?mycategory=212>

Section 01 04 00.00 48 – The Design/Build Process

Obtain current version from Louisville's Army Reserve Customer website, at:
<http://www.lrl.usace.army.mil/ed2/default.asp?mycategory=212>

Section 01 32 01.00 06 – Project Schedule
January 2009 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section. The Section should require little editing. Select the “design/build” tailoring option as a first step.
- e. If the project is small and uncomplicated, the requirement of the contract clause “Schedules for Construction Contracts” may be sufficient, and this Section could be deleted.

Recommendations for editing of specific paragraphs:

- 1.2 Submittals – Current Louisville Contract Appendix A provides different direction for designating review action, and takes precedence over the Section editing instructions. Verify all submittals required by this Section are listed here.
- 1.3 Quality Assurance – consider selecting previous experience and similar complexity unless the project is a very simple one.
- 3.3.5 Default Progress Data Disallowed – Last two sentences are required.
- 3.4.1 Preliminary Project Schedule Submission – Delete and replace with the paragraph below, after verifying with COE Construction.

“The Preliminary Project Schedule shall be submitted for approval within 30 calendar days after the NTP is acknowledged. It shall consist of a detailed design phase schedule and a rough draft construction schedule. The approved preliminary schedule shall be used for payment purposes through the Contractor’s design phase of the project.”
- 3.4.2 Initial Project Schedule Submission – Edit the beginning of this paragraph to require that an Initial Project Schedule shall be submitted with the Certified Final Design submission, or with each Certified Final Design submission if multiple design/construction packages are proposed.

**Section 01 33 00 – Submittal Procedures (a Louisville District Section, despite number)
July 2009 version**

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. . If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section. The Section should require little editing. Select the “design/build” tailoring option as a first step.

Recommendations for editing of specific paragraphs:

- 1.3.1 Designer of Record Approved - Consider listing possible applicable structural and other extension of design Sections noted at 1.3.4 as required for DOR approval under this paragraph 1.3.1.
- 1.3.2 Government Reviewed Design or Extension of Design – Select 01 03 00.00 48; include commissioning.

Section 01 33 29.10 06 – LEED Documentation for Government Validation

April 2009 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.
- e. Always include Attachments A and B with this Section; see note below regarding Attachment A.

Recommendations for editing of specific paragraphs:

1.2 Submittals – Current Louisville Appendix A Scope of Work for RFP preparers provides different direction for designating review action, and takes precedence over the Section editing instructions. Verify all submittals required by this Section are listed here.

1.3 Description – In first paragraph for D/B projects, replace second sentence with “Appendix A to this Section, Army Reserve LEED 2.2 Credit Guidance, provides information and guidance for various LEED credits for the project. Based on Appendix A, the Contractor shall develop a standard LEED project checklist for the project, to achieve the required rating. The standard checklist shall be submitted to the Government with each design submittal.” The standard form for the Army Reserve LEED 2.2 Credit Guidance is available at:
<http://www.lrl.usace.army.mil/ed2/default.asp?mycategory=212>

1.3 Description – Verify with PM and PE/A whether project will be USGBC certified or Government validated. Insert appropriate new paragraph below after final 1.3 paragraph:

“This project will not be submitted for USGBC LEED certification; the Government will validate the Contractor’s LEED documentation submittals to determine whether LEED credits are achieved. The Contractor is responsible for submission to the Government, and resolution of Government comments and questions until validation is resolved.”

“This project will be submitted to the USGBC for certification. The Contractor is responsible for submission to USGBC, and resolution of USGBC and Government comments and questions until certification is resolved.”

1.3.1 If buildings without climate control are included in project, insert this text after the Multiple Building paragraph:

“UHS [and _____ building] have no climate control; the buildings shall incorporate sustainable design features to the maximum extent practical, but is/are exempt from the LEED compliance rating requirement.”

1.3.4 Delete sentence indicating Government will evaluate innovation credits other than exemplary credits or those recognized by CIRs. Add to end of paragraph “Contractor may pursue CIR for innovation credits other than exemplary credits or those already recognized by a CIR; if such a CIR is issued prior to the

Red Zone meeting, the Government will accept it for the project. Radon systems will not be acceptable for innovation credits.”

1.4 LEED Implementation Plan – Subparagraph b, delete final sentence.

Attachment A – Credit EA.3, and similar credits requiring RSC or User participation after occupancy - For projects requiring a Silver rating, the Army Reserve has directed that these credits remain prohibited until DoD or Army Reserve develops a policy on involvement of Users and RSC after building occupancy. For projects attempting Gold or Platinum, the Army Reserve encourages RSC support to obtain these credits – if RSC is willing to participate, PDT should resolve requirements after award for Contractor and RSC, and incorporate into RFP.

Section 01 35 29.00 06 – Safety and Occupational Health Requirements
November 2007 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section. Select the “Army” tailoring option as a first step.
- e. The standard Section 01 02 00.00 48, Part 2 requires compliance with local ordinances or regulations which are more stringent.
- f. Always include attachments with this Section

Recommendations for editing of specific paragraphs:

- 1.1 References – Until this spec Section is updated, revise reference for USACE Safety Manual to “U.S. Army Corps of Engineers Safety and Health Requirements Manual.” EM 385-1-1 is correct, change date to September 15, 2008.
- 1.2 Submittals - Current Louisville Contract Appendix A provides different direction for designating review action, and takes precedence over the Section editing instructions. Verify all submittals required by this Section are listed here.
- 1.2 Submittals - Determine safety personnel required for project, and edit accordingly.
- 1.5 Regulatory Requirements - Follow the editing notes; contact COE Construction for required laws, regulations and statutes.
- 1.6.1.1 SSHO - Subparagraph a – Edit to require the SSHO to be employed by the prime. Coordinate with COE Construction regarding other duties, but typically the first choice is desired – no other duties.
- 1.6.1.1 SSHO - Subparagraph b – edit for appropriate level and edit areas of competency according to specifics of project. For Army Reserve projects, this is typically Level 3 or 4. The dollar limits have not been updated recently, and may reflect outdated construction costs. Edit required training based on issues likely to be encountered on project.
- 1.6.1.1 SSHO – Subparagraph c – Retain bracketed text.
- 1.6.1.1 SSHO – Subparagraph d – Edit for a college graduate with five years experience and insert “institutional/commercial” unless one of the bracketed choices is more appropriate.
- 1.6.1.1 SSHO – Subparagraph g – Delete unless multiple shifts are required.
- 1.6.1.2 and 1.6.1.3 Additional safety personnel – Coordinate with COE Construction for additional personnel requirements. There have been a number of bidder and VE comments about the number and cost of QC personnel required.

1.6.1.4 Competent Person for Confined Space Entry – Coordinate necessity with COE Construction; this is typically retained, since most projects will have manholes.

1.6.2.2 (Other safety personnel) – if any of these were required above, coordinate editing with COE Construction.

1.8.1.d through 1.8.1.l – Delete those that don't apply. Edit for specifications included in RFP.

1.9 AHA - Suggest the default setting for submission of AHA's is 7 calendar days but coordinate with COE Construction.

General – There are quite a few places to fill in blanks with durations in this Section. Coordinate the requirements with the local Construction Project Engineer.

1.13.1.b (Weight handling equipment accidents) – Retain this paragraph unless it's certain no crane will be required.

1.13.6 Certificate of Compliance - Retain this paragraph.

1.14 Hot work – Verify with local fire jurisdiction if a permit is required. If not, edit paragraph to require Contractor to obtain one from the Government.

3.1.3 Unforeseen Hazardous Materials – Delete first sentence if no hazardous materials have been identified at project site.

Section 01 42 00 – Sources for Reference Publications
July 2006 version

This Section can be used without editing; Section 01 02 00.00 48 has additional information on sources for documents.

Section 01 45 01.10 06 – USACE Quality Control System (QCS), for Armed Forces Reserve Centers
September 2009 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section. The Section requires little editing.
- e. Determine, with PDT, whether QCS will be used for the project. If not, this Section will not be included in the RFP.

Recommendations for editing of specific paragraphs:

No current editing recommendations.

Section 01 45 04.10 06 – Contractor Quality Control
May 2009 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.
- e. There have been continuing comments/complaints from Army Reserve D/B bidders regarding the extent and cost of personnel requirements in this Section; be judicious with the requirements.

Recommendations for editing of specific paragraphs:

- 3.2 Design Quality Control Plan – at the third paragraph, for Design Project Manager, insert this sentence at the end of the paragraph “Design PM experience shall be on projects of similar scale and complexity.”
- 3.3.1 Content of the CQC Plan – At subparagraph e, add to the end of the paragraph “Include subgrade suitability, fill placement and compaction operations testing requirements and reporting process described in Part 3 of Section 01 02 00.00 48.”
- 3.5.1a Personnel Requirements - Verify with COE Construction whether SSHO is to be a member of CQC team; typically a member.
- 3.5.2 CQC System Manager Qualifications and Duties - Edit after consultation with the Construction Project Engineer and the rest of the delivery team. Subparagraph a - typically a graduate engineer or architect with 5 years experience. Subparagraph b – typically include bracketed sentence. Subparagraph c – typically the first or third choice – the third would be for a small or very simple project.
- 3.5.3 CQC Personnel - Edit after consultation with the Construction Project Engineer and the rest of the delivery team
- 3.5.3 CQC Personnel – Subparagraph b – Typically, CQC personnel may be employees of the prime or subcontractor, and may perform other duties but allow sufficient time for CQC. However, the SSHO must be employed by the prime, and typically isn’t allowed other duties. Add language at choices “...except for the SSHO, who shall be employed by the prime contractor” and “...except for the SSHO, who may have no other duties.”
- 3.7.2 Initial Phase – Subparagraph f – Insert 24 hours.
- 3.11 Resident Management System Forms – Edit to indicate forms are generated by software.

Section 01 46 00.00 06 – Commissioning of Building Energy Systems

September 2008 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.
- e. Typical projects will be LEED projects and will require fundamental commissioning which will include commissioning of lighting, domestic hot water and on-site power systems (if any).

Recommendations for editing of specific paragraphs:

- 1.4 Sequencing and Scheduling – Revise Specifications cited to indicate related sections, including 23 09 00.00 48 HVAC Instrumentation and Controls, and 23 05 93.00 48 Testing, Adjusting and Balancing.. Air Barrier specification is not included in Army Reserve D/B RFPs; refer to Part 15 of Section 01 02 00.00 48.

Appendix A Pre-commissioning Checklists – Recommend leaving all checklists, as exact equipment to be used by the design-build contractor is not fully known by the RFP preparer.

Appendix B Functional Performance Tests Checklists – Recommend leaving all checklists, as exact equipment to be used by the design-build contractor is not fully known by the RFP preparer.

Appendix D – Replace Appendix D with the Owner’s Project Requirements developed for Army Reserve Facilities, which is based upon the Design Guide for Army Reserve Facilities UFC 4-171-05. This document is available on the COE Louisville web site. Modify the Owner’s Project Requirements with any project-specific information that is required to be passed on from the COE and users to the design-build contractor and commissioning authority.

Section 01 50 00 – Temporary Construction Facilities and Controls

October 2007 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.

Recommendations for editing of specific paragraphs:

- 1.3 Submittals – Current Louisville Contract Appendix A provides different direction for designating review action, and takes precedence over the Section editing instructions. Verify all submittals required by this Section are listed here. These submittals are for Government approval, not acceptance.
- 1.4 Construction Site Plan – Replace first sentence with the following: “Prior to the start of work, the Contractor shall propose a site layout plan for Government acceptance, indicating proposed locations and dimensions for temporary facilities onsite and offsite, including staging, storage, trailers, access, parking and other Contractor use of the site, and shall work with Government to arrive at a final plan acceptable to the Government. Contractor’s trailers and other equipment and materials on the site shall be tied down to resist storm force winds. Contractor shall maintain the site free from debris that could represent a hazard during storm force winds.” Delete third sentence regarding supplemental storage, which should be addressed at 3.4.4 below.
- 2.1.2 Project and Safety Signs – Change paragraph title to “Safety Signs” – project sign is addressed in Section 00 80 00.00 06.
- 2.2.1 Haul Roads – For most Army Reserve projects, formal haul roads should not be required. Consider deleting this paragraph and noting “Not used.”
- 2.2.3 Fencing - Army Reserve D/B projects typically don’t require a fence around the site; the Contractor can determine need and type of fence necessary for security or safety. If on an Installation, verify whether the Installation requires fencing, and include any Installation fencing requirements not already addressed.
- 2.2.5 Backflow Preventers – Confirm editing of bracketed items with COE Construction; a sample edit follows:

Reduced pressure principle type conforming to the applicable requirements **AWWA C511** or a Double Check Valve Backflow-Prevention Assembly, conforming to the applicable requirements of AWWA C510.

Provide backflow preventers complete with 150 pound flanged cast iron mounted gate valves. **Internal parts shall be made of 304 stainless steel or bronze.** After installation,

conduct **Backflow Preventer Tests** and provide inspection and test reports verifying that the installation meets the application and test requirements outlined in AWWA Manual M14, Manual of Water Supply Practices, RECOMMENDED PRACTICES FOR BACKFLOW PREVENTION AND CROSS-CONNECTION CONTROL.

- 3.1 Employee Parking – Delete if sufficiently addressed in 1.4 above.
- 3.2.2 and following 3.2.11 subparagraphs Payment for Utility Services – Normally deleted unless on an Installation. If on an Installation, coordinate utilities available, requirements, costs, and points of connection with Installation, and edit accordingly. Coordinate with Section 00 08 00.00 06, Clause 1.13..
- 3.3.3 Rush hour restrictions – Delete unless required by Installation or jurisdiction.
- 3.4.2 Administrative Field Offices – Government facilities are not typically available to Contractors.
- 3.4.3 Storage Area - See instructions for paragraph 2.2.3 above; delete if fencing not required.
- 3.4.4 Supplemental Storage Area – If on an Installation, confirm whether supplemental storage area will be provided, and delete or edit accordingly.
- 3.4.5 Appearance of Trailers – Subparagraph a – if not on an Installation, delete final 3 words of paragraph.
- 3.4.7 Maintenance of Storage Area – Subparagraph a – if fencing is not required, insert “any” before “fencing.”
- 3.4.8 New Building – Typically deleted for Army Reserve projects.
- 3.4.10 through 3.4.12 - Typically deleted for Army Reserve projects .
- 3.5.1 Resident Engineer’s Office – replace the paragraph with the following:

The Contractor shall supply and maintain a lockable field office, with utilities noted below, for the exclusive use of the Government, separate and distinct from any facility used by the Contractor. It shall consist of space in a building, a trailer, or equivalent, a minimum of 45 square meters (500 sf), placed and leveled and provided with adequate steps at each exterior door. The facility and its associated equipment shall be new or recently renovated to like new condition.

The space shall be provided and equipped with the following as a minimum:

- a) Lighting: Electric light, non-glare type, luminaries to provide minimum illumination level of fifty (50) foot-candles at desk height.
- b) Heating and Cooling: Adequate equipment to maintain an ambient air temperature of approximately seventy-two (72) degrees F plus or minus 3 degrees F.
- c) Fire Extinguisher: Non-toxic dry chemical, meeting Underwriters Laboratories, Inc. approved Class A, Class B, and Class C fires with minimum rating of 2A, 10B, and 10C.
- d) Janitorial services shall be provided on a weekly basis.
- e) Sufficient supply of electrical outlets (110 volts).
- f) Two partitioned offices each having a minimum 9.3 square meters (100 sf) of floor area. Each office shall have at least one operable window (all windows shall be provided with mini-blinds), and each office shall be supplied with the following equipment:

- 1) Office desk approximately 0.8m wide by 1.5m long (30"Wx60"L) with lockable drawers, swivel five roller desk chair with arms, and a plan table approximately 0.8m wide by 1.5m long (30"Wx60"L). Provide one five roller guest chair.
- 2) Pre-wired for two telephone lines with jacks.
- 3) A 5 drawer filing cabinet, lockable, standard size filing cabinet.
- 4) Shelf set; three (3) shelves high by 0.3m (12") inches deep by 0.9m (3') feet long.
- 5) Waste basket
- 6) Pre-wired for telephone and computer high speed internet with RJ-45 jacks with minimum CAT 6 cabling. Minimum two data connections per office.
- g) One meeting area having a minimum of 13.9 square meters (150 sf) of floor area. The meeting area shall contain the following:
 - 1) One (1) meeting table 0.8m wide by 2.4m long (2.5'x8') with laminated top.
 - 2) Eight (8) five roller chairs.
 - 3) Bulletin board, 1.2m by 1.8m (4'x6'), attached to wall.
 - 4) White board, 1.2m by 1.8m (4'x6'), attached to wall.
 - 5) Waste basket.
 - 6) Vertical filing plan rack for five (5) sets of standard "C" size plans, and plan table large enough to accommodate full scale drawings.
 - 7) Bottled water dispenser with hot and cold taps. Water shall be furnished as needed.
 - 8) Pre-wired for telephone lines with jacks.
 - 9) Pre-wired for computer high speed internet with RJ-45 jacks with minimum CAT 6 cabling. Minimum of four data connection for meeting area.
 - 10) Two (2) 5 drawer filing cabinets, lockable, standard size filing cabinet.
 - 11) Table or counter to hold fax machine and printer
- h) Contractor shall provide telephone and high speed internet access to this field office for the use of the Government. Minimum Business Class with download speed of at least 4 mbps. All IT connections shall be for the sole use of the Government; lines cannot be shared with the Contractor. The Contractor is responsible for all costs and monthly fees associated with Government use telephone and data connections. [RFP preparer to verify Government project office network connection requirements for each project. Verify whether additional network equipment is also required, such as a VPN appliance (CISCO 871 router or equal) and network switch (24 port CISCO switch or equal.)
- i) Provide at least four adjacent parking spaces reserved for Government use.
- j) Provide a mail slot in one door, or a lockable mailbox mounted on the surface of the door.
- k) Provide toilet facilities equivalent to Contractor's on-site office toilet facilities.

The Contractor shall provide janitorial services and consumables, gas for heating, electricity, internet access, and bottled water all at no cost to the Government.

At completion of the project, the Contractor shall remove trailer from site and restore area as appropriate, or restore building space to condition prior to occupancy. Disconnect utilities in accordance with local codes and regulations, and to the satisfaction of the Contracting Officer.

- 3.5.2 Quality Control Manager Records and Field Office – 200 sf should be sufficient. This paragraph must be relocated to be a part of 3.4 of this Section; it describes space for the Contractor's QC Manager, and should be part of Contractor's temporary facilities, not Government Field Office.
- 3.7 Temporary Project Safety Fencing - See instructions for paragraph 2.2.3 above; delete if fencing not required.

Section 01 57 20.00 10 – Environmental Protection
April 2006 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.
- e. This section may require extensive editing. If there isn't a specific project need to include a paragraph, delete it. An excerpt from the editing notes states: "This guide specification contains environmental requirements for many different types of projects. The Designer will delete, add, or modify these requirements to assure that only applicable or possible applicable environmental conditions specific to the project are addressed. The Designer, when deleting requirements in the body of the specification, should also delete the applicable definition and references."

Recommendations for editing of specific paragraphs:

- 1.1 References – Until this spec Section is updated, revise reference for USACE Safety Manual to "U.S. Army Corps of Engineers Safety and Health Requirements Manual." EM 385-1-1 is correct, change date to 15 September 2008.
- 1.2.1 through 1.2.11 – Delete all that do not apply to the project.
- 1.6 Submittals - The end of the first sentence should read "...not having a "G" designation are for information only." Edit the approval of the environmental protection plan to be G.
- 1.7.2 Content - Comply with instructions to delete unnecessary or inapplicable plans or requirements. If this is a normal construction contract which could be executed simply by stating "apply with all applicable Federal, State, and local environmental protection laws and regulations" then edit the requirements accordingly.
 - 1.7.2b This may be addressed in Section 01 74 19; if so, delete here.
 - 1.7.2k – Add to end of paragraph "See also Section 01 74 19."
 - 1.7.2p Retain if known resources or wetlands on site.
 - 1.7.2q Retain if pesticide treatment is required by RFP.
- 1.8 Protection Features - Recommend deleting in its entirety; addressed in Section 00700 clause noted in this paragraph.
- 1.12 HTRW Perimeter Air Monitoring - It should be extremely rare that a contract requires perimeter monitoring. Unless needed, delete this section in its entirety.
- 3.2 Land Resources – Revise first sentence to reference the Contractor's Certified Final drawings and specifications accepted by the Government.

- 3.2.4 Contractor Facilities and Work Areas - Delete; Contractor must prepare a site layout plan for acceptance by the Government under language to be inserted into Section 01 50 00, Temporary Construction Facilities and Controls.
- 3.3.1 through 3.3.3 Water Resources subparagraphs - Delete unless specifically required for project; if required, edit if necessary to reflect project conditions.
- 3.4.1 through 3.4.4 Air Resources subparagraphs – 3.4.3 Hours of operation may be better addressed at 1.33 of Section 00 80 00.00 06, with other Installation regulations. 3.4.4 Consider selecting the first or second bracketed sentence.
- 3.5 through 3.5.3 HTRW Air Emission Control - Delete unless specifically required for project; if required, edit if necessary to reflect project conditions.
- 3.6 through 3.6.5 Chemical Materials Management and Waste Disposal - Unless project-specific requirements dictate otherwise, replace first sentence of 3.6 with “Comply with all federal, state and local regulations,” and delete remainder. If on an Installation with additional regulations, insert “Installation” into list of regulations, and describe Installation regulations here.
- 3.7 Recycling and Waste Minimization - If there is a special need then use this paragraph; otherwise delete it. RFP includes 01 74 19 Construction and Demolition Waste Management and sustainability requirements.
- 3.8 Non-Hazardous Solid Waste Diversion Report - If the project is on an Installation, coordinate with the environmental office. If not on an Installation, this paragraph can be deleted; reporting is addressed in 01 74 19.
- 3.12 and 3.13 There are existing requirements for these items. The need for these paragraphs is questionable; suggest deletion.

Section 01 57 23 – Temporary Storm Water Pollution Control

April 2008 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.
- e. The Contractor is responsible for all aspects of compliance with Federal, state, and local storm water pollution control requirements, including but not limited to development of the Storm Water Pollution Prevention Plan (SWPPP), execution of the SWPPP, obtaining and paying for all associated permits/fees, notifications, monitoring and reporting. This Section should be edited accordingly. Where options are included, as in 4.1.1 Stabilization Practices, note that these are measures which may be implemented, and leave all options.
- f. The RFP preparer should identify the State or other authority administering NPDES requirements (the “governing agency”)

Recommendations for editing of specific paragraphs:

- 1.2 System Description - Insert the following at the beginning of paragraph 1.2: “The Contractor is responsible for all aspects of compliance with Federal, state, and local storm water pollution control requirements, including but not limited to development of the Storm Water Pollution Prevention Plan (SWPPP), execution of the SWPPP, obtaining and paying for all associated permits/fees, notifications, monitoring and reporting.” Delete the end of paragraph 1.2, after the words “ENVIRONMENTAL PROTECTION...” Insert the following sentence: Where differences occur between these Specifications and the governing authority specifications, standards, or requirements, the more stringent will apply.” Finally, provide governing authority, P.O.C., contact telephone number and program website.
- 1.3 Erosion And Sediment Controls - Delete sentence and replace with the following:

“Practices that may be utilized by the Contractor are described below. The governing authority for the area in which the project is located may have practices and associated requirements different from those described below. In these cases the Contractor shall utilize local practices and associated requirements allowed by the governing authority.”
- 1.3.1 Stabilization Practices - Retain all options, the Contractor may select which ones will apply to the project. Edit to indicate these are measures which “may” be used.
- 1.3.2.d Storm Water Notice of Intent..... – Edit as appropriate for project and government authority.
- 1.3.4 Structural Practices – Delete bracketed sentence at end of paragraph, and insert: “The following devices may be utilized by the Contractor subject to meeting the standards of the governing authority.”
- 1.3.4.2 Straw Bales – Straw bales are increasingly falling out of favor; verify their acceptability or note governing authority approval their use is required.

- 1.3.5 Sediment Basins - The first sentence should use the bracketed term “temporary” only. If a temporary basin is located in the same location as a permanent basin, the permanent basin needs to meet the requirements of Part 3 of 01 02 00.00 48 and the applicable Outline Technical Specifications. Delete next 5 sentences and insert “Basin design and operation and maintenance should conform to the governing authority requirements.”
- 1.3.6 Vegetation and Mulch – Delete final sentence; Contractor must comply with RFP requirements.
- 2.1 Components for Silt Fences – Consider deleting in its entirety and replacing with “Comply with governing authority or [State] DOT requirements.” Many jurisdictions now have their own specific requirements.
- 2.2 Components for Straw Bales – Consider deleting in its entirety and replacing with “Comply with governing authority or [State] DOT requirements.” Many jurisdictions now have their own specific requirements.
- 3.4.1 through 3.4.4 - Review these provisions and compare to permitting authority requirements; edit as required. Many governing authorities have documented and detailed provisions for inspections and inspection forms. In such cases, consider referencing the governing authority inspection program or requirements, requiring Contractor compliance with those, and deleting 3.4.2 –3.4.4.

Section 01 62 35 – Recycled/Recovered Materials
July 2006 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.

Recommendations for editing of specific paragraphs:

- 1.4 EPA Proposed Items Incorporated in the Work - Delete second sentence and replace with:
“Contractor may recommend such products for inclusion in the project. If accepted by the Government, such products should contain the highest practicable percentage of recycled or recovered materials, provided all other specified requirements are still met.

Section 01 74 19 – Construction and Demolition Waste Management

January 2007 version

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section. Select the “Army” tailoring option as a first step.

Recommendations for editing of specific paragraphs:

- 1.1 References – until this Section is updated, add Requirements for Sustainable Management of Waste in Military Construction, Renovation and Demolition Activities, Department of the Army Office of the Assistant Chief of Staff for Installation Management; 5 July 2006.
- 1.2 Government Policy – Current policy is for a minimum of 50% diversion, edit accordingly.
- 1.3 Management – Delete “...as specified in Section 01 35 40.00 20 Environmental Management” from third sentence; Section 01 35 40.00 20 is not included in the RFP.
- 1.4 Submittals – Select the second option, but delete portion after “for information only FIO.” The Waste Management Plan is always G, and (LEED) should be retained.
- 1.5 Meetings – Select Contractor QC Section. In subparagraph b, select preconstruction unless project has appreciable demolition requirements. In subparagraph c, select QC. Delete subparagraph d.
- 1.6 Waste Management Plan – Submittal within 30 days of NTP and at least 10 days before preconstruction should be sufficient on a D/B project. If on an Installation, confirm Installation waste requirements, and availability/capabilities of waste or recycling facilities, and incorporate. Also incorporate any Installation requirements for coordination and/or documentation.
- 1.7 Records – Army Reserve RFPs will require use of LEED Letter Templates; this paragraph may be edited accordingly.
- 1.9 Collection – Select Section 01 57 20.00 10. At 1.9.1, add p, q and r, and insert Spent batteries, Mercury-containing thermostats, and Unused pesticides.
- 1.10.1 Reuse – Select first option.

**Section 01 78 23.00 06 – Equipment Operating Maintenance and Repair Manuals
May 2007 version**

General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If version is updated, paragraph numbers may have changed as well.
- b. All clauses should be reviewed for consistency with project circumstances, and edited as necessary.
- c. All bracketed text or blanks [] should be reviewed and edited or completed as appropriate. If inclusion of bracketed text, or other editing, is in question, review with COE PE/A and Construction personnel to verify appropriate editing.
- d. See also COE editing notes within Section.

Recommendations for editing of specific paragraphs:

- 1.1 General Requirements – Three copies, one for file, and two for use, should be adequate. Consider a minimum amount of \$10,000 or 1% of contract value – not equipment value – to assure submittal of complete Manuals. Contract value is also easily determined.
- 3.3 Pricing of Contractor-Furnished and Installed Property and Government-Furnished Contractor-Installed Property – Relocate this paragraph to Section 01 33 00, paragraph 3.1.3.

APPENDIX B1

Sample Project Table of Contents for Single-Phase Solicitation or Second Phase of Two-Phase Solicitation

DESIGN/BUILD RFP FOR USARC/UHS – [*Project Location*]

Table of Contents

Division 00 – Procurement and Contracting Requirements Specifications

	Solicitation, Offer and Award (SF 1442)
00010	Price Breakout Schedule
00100	Instructions to Bidders
00114	Procedures for Submittal of Offers and Proposal Evaluation Criteria [for single phase solicitations]
00115	Procedures for Submittal and Evaluation of Offers for Phase I [for two-phase solicitations]
00130	Procedures for Submittal and Evaluation of Offers for Phase II [for two-phase solicitations]
00600	Representations and Certifications
00700	Contract Clauses
00 80 00.00 06	Special Clauses

Division 01 – General Requirements Specifications

01 02 00.00 48	Statement of Work
Part 1	Design Objectives, Functional and Area Requirements
Part 2	Design Criteria and Coordination With Local Authorities
Part 3	Site Civil Engineering
Part 4	Site Electrical/Communications Engineering
Part 5	Landscape Architecture
Part 6	Architectural and Interior Design
Part 7	Structural Design
Part 8	Design – Thermal
Part 9	Design – Plumbing
Part 10	Design – Electrical
Part 11	Design – HVAC
Part 12	Energy Conservation
Part 13	Design – Fire Protection
Part 14	Sustainable Design
Part 15	Additional Requirements
	Attachments to the Statement of Work
01 03 00.00 48	Design Submission Requirements After Award
01 32 01.00 06	Project Schedule
01 33 00	Submittal Procedures
01 33 29.10 06	LEED Documentation for Government Validation
01 35 29.00 06	Safety And Occupational Health Requirements
01 04 00.00 48	The Design/Build Process

01 42 00	Sources for Reference Publications
01 45 01.10	USACE Quality Control System (QCS)
01 45 04.10 06	Contractor Quality Control
01 46 00.00 06	Commissioning of Building Energy Systems
01 50 00	Temporary Construction Facilities and Controls
01 57 20.00 10	Environmental Protection
01 57 23	Temporary Storm Water Pollution Control
01 62 35	Recycled/Recovered Materials
01 74 19	Construction and Demolition Waste Management
01 78 23.00 06	Equipment Operating, Maintenance and Repair Manuals

Outline Technical Specifications

See separate Table of Contents with Outline Technical Specifications [in Volume B]

Reference Drawings

See list of Drawings on Sheet []

APPENDIX B2

Sample Project Table of Contents for First Phase of Two-Phase Solicitation

Division 00 – Procurement and Contracting Requirements Specifications

	Brief Project Description
	Solicitation, Offer and Award (SF 1442)
00010	Price Breakout Schedule (optional)
00100	Instructions to Bidders
00115	Procedures for Submittal and Evaluation of Offers for Phase I
00130	Procedures for Submittal and Evaluation of Offers for Phase II
00600	Representations and Certifications
00700	Contract Clauses

Division 01 – General Requirements Specifications

01 02 00.00 48	Statement of Work
Part 1	Design Objectives, Functional and Area Requirements
Part 2	Design Criteria and Coordination With Local Authorities

Outline Technical Specifications

None

Reference Drawings

Typically an existing site plan or site location map is provided, and possibly a early conceptual project site plan

APPENDIX C
Sample Price Breakout Schedule

**THIS IS A SAMPLE SCHEDULE FROM THE D/B RFP FOR AFRC/VMS/UHS, MAYAGUEZ,
PUERTO RICO**
(edit as appropriate for the specific project)

PRICE BREAKDOWN SCHEDULE

PROJECT : **Design and Construction of the Armed Forces Reserve Center**

LOCATION : **Mayaguez, Puerto Rico**

PROPOSER'S NAME : _____

BASE PROPOSAL

Item No.	Description	Unit	Amount
0001	Primary Facilities – Armed Forces Reserve Center (AFRC)	lump sum	\$ _____
0002	Primary Facilities – Vehicle Maintenance Shop (VMS)	lump sum	\$ _____
0003	Primary Facilities – AR Unheated Storage Building (UHS)	lump sum	\$ _____
0004	Primary Facilities – ARNG Unheated Storage Building (UHS)	lump sum	\$ _____
0005	Project Sitework - Including All Permits and Survey Work	lump sum	\$ _____
0006	Project Design Fees	lump sum	\$ _____
0007	Fire Pump and Storage Tanks	lump sum	\$ _____
0008	Construction of the South Access Road, Traffic Study and Coordination with Puerto Rico Highway and Transit Authority	lump sum	\$ _____
0009	Water Service Applications and Permits Fees	lump sum	\$ <u>37,000</u>
0010	Sanitary Sewer Applications and Permits Fees	lump sum	\$ <u>37,000</u>
0011	Incidental Earth Movement Permit Fee	lump sum	\$ <u>750</u>

0012	Street Application and Service Fees	lump sum	\$ <u>146,500</u>
0013	Electrical Power Application and Service Fees	lump sum	\$ <u>22,000</u>

TOTAL BASE PROPOSAL \$ _____

PROPOSAL OPTION ITEMS

0014	Option A - Operations and Maintenance - Army Reserve (OMAR) Funded Collateral Equipment Items	lump sum	\$ _____
0015	Option B - Operations and Maintenance - Army Reserve (OMAR) Funded Collateral Equipment Items	lump sum	\$ _____
0016	Option C – Underground Stormwater Detention	lump sum	\$ _____

TOTAL PROPOSAL OPTION ITEMS \$ _____

TOTAL BASE PROPOSAL + PROPOSAL OPTION ITEMS \$ _____

Description of Base Proposal Items

- (a) Item No. 0001 “Primary Facilities – Armed Forces Reserve Center (AFRC)” includes all Base Proposal construction work required within a line five feet outside of the building, except that work covered by Item No. 0005.
- (b) Item No. 0002 “Primary Facilities – Vehicle Maintenance Shop (VMS)” includes all Base Proposal construction work required within a line five feet outside of the building, except that work covered by Item No. 0005.
- (c) Item No. 0003 “Primary Facilities – AR Unheated Storage Building (UHS)” includes all Base Proposal construction work required within a line five feet outside of the building, except that work covered by Item No. 0005.
- (d) Item No. 0004 “Primary Facilities – ARNG Unheated Storage Building (UHS)” includes all Base Proposal construction work required within a line five feet outside of the building, except that work covered by Item No. 0005.
- (e) Item No. 0005 “Project Sitework – Including All Permits and Survey Work” includes all Base Proposal demolition and construction work required beyond a line five feet outside of the buildings, except that covered by Item No. 0007, 0009, 0010 , 0011, 0012, and 0013.

- (f) Item No. 0006 “Project Design Fees” includes the fees for the Offerors’ design professionals to complete the design and construction documents for the project.
- (g) Item No. 0007 “Fire Pump and Storage Tanks” includes all work required to design, furnish, install, and test for acceptance a diesel-driven fire pump, storage tanks and controller system. Refer to Part 13 of Section 01 02 00.00 48.
- (h) Item No. 0008 “Construction of the South Access Road, Traffic Study, and Coordination with the Puerto Rico Highway and Transit Authority (PRHTA)” includes all demolition and construction work south of the main entry gate, a traffic study (refer to Part 3 of Section 01 02 00.00 48) and contractor coordination with PRHTA.
- (i) Item No. 0009 “Water Service Applications and Permits Fees” includes the cost for the Contractor to complete and submit the Water Service applications and permits.
- (j) Item No. 0010 “Sanitary Sewer Applications and Permits Fees” includes the cost for the Contractor to complete and submit the Sanitary Sewer applications and permits.
- (k) Item No. 0011 “Incidental Earth Movement Permit Fee” includes the cost for the Contractor to complete and submit the application for the Incidental Earth Movement permit.
- (l) Item No. 0012 “Street Application and Service Fees” includes the cost for the Contractor to complete and submit the Street applications and permits.
- (m) Item No. 0013 “Electrical Power Application and Service Fees” includes the cost for the Contractor to complete and submit the Electrical Power applications and permits.
- (n) Item No. 0014 “Option A - Operations, Maintenance Army Reserve (OMAR) Funded Collateral Equipment Items” includes all work required to furnish and install “OMAR Funded Equipment Items” which are items not permanently attached to the construction. OMAR funded equipment is to be Contractor provided and installed, unless otherwise noted in this RFP

OMAR Items Funded within 30 Days of Award consist of:

- (1) Metal Lockers
- (2) Wire Mesh Partitions

- (o) Item No. 0015 “Option B - Operations, Maintenance Army Reserve (OMAR) Funded Collateral Equipment Items” includes all work required to furnish and install “OMAR Funded” equipment items which are considered to not be permanently attached to the construction. OMAR funded equipment is to be Contractor provided and installed, unless otherwise noted in this RFP

OMAR Items Funded During Construction consist of:

- (1) Kitchen Equipment
 - Silver Soak Sink
 - Warming Cabinet
 - Mixer
 - Mixer Stand
 - Work Tables, Mobile
 - Hot Food Well

- Cold Food Well
 - Slicer
 - Table food preparation w/ pot & pan rack
 - Can Opener
 - Refrigerator
 - Freezer
 - Mobile Security Racks
 - Kitchen Shelving (Freestanding)
 - Tray Busing Racks, Double
 - Coffee Urn
 - Dispenser, Cup & Glass
 - Dispenser, Silverware & Tray
- (2) Arms Vault dehumidifier
- (3) Free standing metal shelving
- (4) Shelving in unheated storage areas
- (5) Break Room refrigerator and microwave
- (6) Fire extinguishers, window blinds, and trash cans.
- (8) Ash & Trash and Recycling Center
- (p) Item No. 0016 “Option C – Underground Stormwater Detention” includes all work and costs required to replace conventional surface stormwater ponds with underground stormwater detention as described in Section 01 02 00.00 48, paragraph 3.4.8.

APPENDIX D
Sample Submittal Register for Divisions 00 and 01

SUBMITTAL REGISTER

(ER 415-1-10)

TITLE AND LOCATION Arkadelphia - AFRC BRAC,Arkadelphia, AR

DATE 23 Jul 2008

CONTRACTOR

CONTRACT NUMBER

NA

ACTIVITY No.	TRANS-MITTAL No.	ITEM No.	SPEC PARAGRAPH No.	DESCRIPTION OF SUBMITTAL	TYPE OF SUBMITTAL	CLASSIFICATION	REVIEWER	CONTRACTOR SCHEDULE DATES			CONTRACTOR ACTION		GOVERNMENT ACTION	
						FIO GA, DA or CR	OFFICE / NAME	SUBMIT NEEDED BY	APPROVAL NEEDED BY	MATERIAL NEEDED BY	CODE	CORPS RECEIVED DATE	CODE	CORPS RETURNED DATE
SECTION - 00 80 00.00 06 SPECIAL CLAUSES														
		1	00 80 00.00 06 1.11	EQUIPMENT DATA	PRODUCT DATA	FIO								
		2	00 80 00.00 06 1.11	MAINTENANCE & PARTS DATA	O&M DATA	FIO								
		3	00 80 00.00 06 1.17c.	SF 1413 STATEMENT & ACKNOWLEDGEME		FIO								
		4	00 80 00.00 06 1.19	IDENTIFICATION OF EMPLOYEES		FIO								
		5	00 80 00.00 06 1.21a.	WARRANTY OF CONSTRUCTION		FIO								
		6	00 80 00.00 06 1.21b.	WARRANTY MANAGEMENT PLAN	CLOSEOUT SUBMTL	GA								
		7	00 80 00.00 06 1.21c.	PERFORMANCE BOND THRU WARRANTY		FIO								
		8	00 80 00.00 06 1.21d.	PRE-WARRANTY CONF INFORMATION		FIO								
		9	00 80 00.00 06 1.21e.	WARRANTY SERVICE REPORT		FIO								
		10	00 80 00.00 06 1.21f.	WARRANTY IDENTIFICATION TAGS		FIO								
		11	00 80 00.00 06 1.25	GOVT FURNISHED PROPERTY REPORT		FIO								
		12	00 80 00.00 06 1.26	PROJECT SIGN DETAILS		FIO								
		13	00 80 00.00 06 1.39	MONTHLY PROGRESS PHOTOS		FIO								
		14	00 80 00.00 06 1.39	FINAL INSPECTION PHOTOS		FIO								
		15	00 80 00.00 06 1.58	ACTIVITY ENVIRONMENTAL ANALYSIS		FIO								
		16	00 80 00.00 06 1.59	CONST & WASTE MANAGEMENT PLAN		FIO								
		17	00 80 00.00 06 1.74	WARRANTY OF DESIGN		FIO								
		18	00 80 00.00 06 1.10.8	PRELIMINARY AS BUILT DRAWINGS	CLOSEOUT SUBMTL	GA								
		19	00 80 00.00 06 1.10.8	FINAL AS BUILT DRAWINGS	CLOSEOUT SUBMTL	GA								
SECTION - 01 02 00.01 48 DESIGN OBJECTIVES														
		1	01 02 00.01 48 1.7.4	VERIFICATION OF CONDITIONS		FIO								
		2	01 02 00.01 48 1.7.6	VERIFICATION OF UTILITIES		FIO								
SECTION - 01 02 00.02 48 CRITERIA & COORD WITH LOCAL AUTHORITIES														
		1	01 02 00.02 48 2.1.1	FIRE PROT/LIFE SAFETY SUB (APPENDIX C		GA								
		2	01 02 00.02 48 2.1.3	ARK DEPT HEALTH PLUMBING PLAN APPR		FIO								
		3	01 02 00.02 48 2.6.1	MUNICIPAL & REG AGENCY PERMITS		FIO								
		4	01 02 00.02 48 2.6.1.1	EXCAVATION PERMIT		FIO								
SECTION - 01 02 00.03 48 SITE CIVIL ENGINEERING														
		1	01 02 00.03 48 3.2	GEOTECHNICAL EXPLORATION REPORT		FIO								
		2	01 02 00.03 48 3.7.1.3	TRAFFIC CONTROL PLAN		GA								
		3	01 02 00.03 48 3.8	DEMOLITION PERMITS		FIO								
		4	01 02 00.03 48 3.8	DISPOSAL PERMITS		FIO								
SECTION - 01 02 00.07 48 DESIGN - STRUCTURAL														
		1	01 02 00.07 48 7.2.3.2	ARMS VAULT SECURITY CERT NOTICE		GA								

RANGE : ALL

SORT : SECTION & ITEM

SUBMITTAL REGISTER

(ER 415-1-10)

TITLE AND LOCATION Arkadelphia - AFRC BRAC,Arkadelphia, AR

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						FIO GA, DA or CR	OFFICE / NAME	SUBMIT NEEDED BY	APPROVAL NEEDED BY	MATERIAL NEEDED BY	CODE	CORPS RECEIVED DATE	CODE	CORPS RETURNED DATE
		2	01 02 00.07 48 7.5.1	ATFP EQUIVALENT STATIC DESIGN	PRECON SUBMTL	GA								
		3	01 02 00.07 48 7.5.1	ATFP DYNAMIC ANALYSIS	PRECON SUBMTL	GA								
SECTION - 01 02 00.08 48 DESIGN - THERMAL														
		1	01 02 00.08 48 8.4	BLOWER DOOR TEST	CLOSEOUT SUBMTL	GA								
SECTION - 01 02 00.12 48 ENERGY CONSERVATION														
		1	01 02 00.12 48 12.1.2	ENERGY & LIFE CYCLE COST ANALSIS	PRECON SUBMTL	GA								
SECTION - 01 03 00.00 48 DESIGN SUBMISSION RQMTS AFTER AWARD														
		1	01 03 00.00 48 1.2	DES OF REC ARCH&CIVIL SITE VISIT RPT		FIO								
		2	01 03 00.00 48 1.2	DES OF REC STRUCT SITE VISIT RPT		FIO								
		3	01 03 00.00 48 1.2	DES OF REC MECH SITE VISIT RPT		FIO								
		4	01 03 00.00 48 1.2	DES OF REC ELEC SITE VISIT RPT		FIO								
		5	01 03 00.00 48 1.2	DES OF REC FIRE PROT SITE VISIT RPT		FIO								
		6	01 03 00.00 48 1.2	DES OF REC COMM SITE VISIT RPT		FIO								
		7	01 03 00.00 48 Part 3	PRE-CHARR SITE PL (DPSR PART C)		FIO								
		8	01 03 00.00 48 Part 3	PRE-CHARR FLOOR PL (DPSR PART C)		FIO								
		9	01 03 00.00 48 Part 3	PRE-CHARR MAJ SYS NAR(DPSR PART C)		FIO								
		10	01 03 00.00 48 Part 3	PRE-CHARR SITE NAR (DPSR PART C)		FIO								
		11	01 03 00.00 48 Part 3	PRE-CHARR SP ALLOC (DPSR PART C)		FIO								
		12	01 03 00.00 48 Part 3	PRE-CHARR VECP'S (DPSR PART C)		FIO								
		13	01 03 00.00 48 Part 3	PRE-CHARR AGENDA (DPSR PART C)		FIO								
		14	01 03 00.00 48 Part 3	CHARR MTG LOCATION & SCHEDULE		FIO								
		15	01 03 00.00 48 Part 3	CHARR DESIGN TEAM CONTACT INFO		FIO								
		16	01 03 00.00 48 Part 3	CHARR MTG LOCATION & SCHEDULE		FIO								
		17	01 03 00.00 48 Part 3	POST CHARR SCHEME	PRECON SUBMTL	GA								
		18	01 03 00.00 48 Part 3	POST CHARR SITE PLAN	PRECON SUBMTL	GA								
		19	01 03 00.00 48 Part 3	POST CHARR SPACE LAYOUT	PRECON SUBMTL	GA								
		20	01 03 00.00 48 Part 3	POST CHARR COLOR SCHEME/FINISHES	PRECON SUBMTL	GA								
		21	01 03 00.00 48 Part 3	POST CHARR DESIGN SUMMARY	PRECON SUBMTL	GA								
		22	01 03 00.00 48 Part 3	POST CHARR SCHEDULE	PRECON SUBMTL	GA								
		23	01 03 00.00 48 Part 3	POST CHARR ACTION ITEMS	PRECON SUBMTL	GA								
		24	01 03 00.00 48 Part 3	POST CHARR OUTLINE MTG NOTES		FIO								
		25	01 03 00.00 48 Part 3	POST CHARR PARTICIPANTS LIST		FIO								
		26	01 03 00.00 48 Part 3	POST CHARR DRAFT DES FILES pdf	PRECON SUBMTL	GA								
		27	01 03 00.00 48 Part 3	POST CHARR DESIGN FILES paper	PRECON SUBMTL	GA								
		28	01 03 00.00 48 Part 3	POST CHAR LEED DOC (01 02 00.14 48)	PRECON SUBMTL	GA								

RANGE : ALL

SORT : SECTION & ITEM

SUBMITTAL REGISTER

(ER 415-1-10)

TITLE AND LOCATION Arkadelphia - AFRC BRAC,Arkadelphia, AR

DATE 23 Jul 2008

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						FIO GA, DA or CR	OFFICE / NAME	SUBMIT NEEDED BY	APPROVAL NEEDED BY	MATERIAL NEEDED BY	CODE	CORPS RECEIVED DATE	CODE	CORPS RETURNED DATE
		29	01 03 00.00 48 Part 3	POST CHARR FURNITURE MTG NOTES		FIO								
		30	01 03 00.00 48 Part 3	POST CHARR COMM/ELEC MTG NOTES		FIO								
		31	01 03 00.00 48 PART 3	5 DAY POST CHARR CONF CALL NOTES		FIO								
		32	01 03 00.00 48 Part 3	INTERIM (100% St) DWGS (Paper/CAD/pdf)	PRECON SUBMTL	GA								
		33	01 03 00.00 48 Part 3	INTERIM (100% SITE) DES ANALYSIS	PRECON SUBMTL	GA								
		34	01 03 00.00 48 Part 3	INTERIM (100% SITE) SPECS ELECTRONIC	PRECON SUBMTL	GA								
		35	01 03 00.00 48 Part 3	INTERIM (100% SITE) SPECS PAPER	PRECON SUBMTL	GA								
		36	01 03 00.00 48 Part 3	INTERIM CID (Electronic & Paper)	PRECON SUBMTL	GA								
		37	01 03 00.00 48 Part 3	INTERIM LEED DOCUMENT	PRECON SUBMTL	GA								
		38	01 03 00.00 48 Part 3	INTERIM SUBMITTAL REGISTER	PRECON SUBMTL	GA								
		39	01 03 00.00 48 Part 3	INTERIM ENERGY & LCC ANALYSES	PRECON SUBMTL	GA								
		40	01 03 00.00 48 Part 3	INTERIM DD 1354	PRECON SUBMTL	GA								
		41	01 03 00.00 48 Part 3	INTERIM PERMIT APPLICATIONS		FIO								
		42	01 03 00.00 48 Part 3	INTERIM INTERIOR SIGNAGE SPREADSHE	PRECON SUBMTL	GA								
		43	01 03 00.00 48 Part 3	INTERIM-FINAL GEOTECH REPORT	PRECON SUBMTL	GA								
		44	01 03 00.00 48 Part 3	INTERIM REVIEW CMT ANNOTATIONS		FIO								
		45	01 03 00.00 48 Part 3	INTERIM REVIEW CONF LOC & SCHEDULE		FIO								
		46	01 03 00.00 48 Part 3	INTERIM REVIEW POST CONF NOTES		FIO								
		47	01 03 00.00 48 Part 3	100% SITE CORRECTED DWGS	PRECON SUBMTL	GA								
		48	01 03 00.00 48 Part 3	100% SITE CORRECTED SPECS	PRECON SUBMTL	GA								
		49	01 03 00.00 48 Part 3	100% SITE CORRECTED SUB REG	PRECON SUBMTL	GA								
		50	01 03 00.00 48	100% SITE COMMENT ANNOTATIONS		FIO								
		51	01 03 00.00 48 PART 3	100% SITE CONST DWGS (Paper/CADD/pdf)		GA								
		52	01 03 00.00 48 Part 3	100% SITE CONST SPECS(Electronic & Paper)		GA								
		53	01 03 00.00 48 Part 3	100% SITE CONST SUB REG		GA								
		54	01 03 00.00 48 Part 3	100% DRAWINGS (Paper/CAD/pdf)		GA								
		55	01 03 00.00 48 Part 3	100% DES ANALYSIS (Electronic & Paper)		GA								
		56	01 03 00.00 48 Part 3	100% SPECS (Electronic & Paper)		GA								
		57	01 03 00.00 48 Part 3	100% SUB REG (Electronic & Paper)		GA								
		58	01 03 00.00 48 Part 3	100% CID (Electronic & Paper)		GA								
		59	01 03 00.00 48 Part 3	100% LEED DOC		GA								
		60	01 03 00.00 48 Part 3	100% Permit Applications		FIO								
		61	01 03 00.00 48 Part 3	100% ENERGY & LCC ANALYSIS		GA								
		62	01 03 00.00 48 Part 3	100% DD 1354		GA								
		63	01 03 00.00 48 Part 3	100% REVIEW COMMENT ANNOTATIONS		FIO								

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SUBMITTAL REGISTER

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						FIO GA, DA or CR	OFFICE / NAME	SUBMIT NEEDED BY	APPROVAL NEEDED BY	MATERIAL NEEDED BY	CODE	CORPS RECEIVED DATE	CODE	CORPS RETURNED DATE
		64	01 03 00.00 48 Part 3	100% REVIEW POST CONF NOTES		FIO								
		65	01 03 00.00 48 Part 3	100% CORRECTED DWGS (Paper/CAD/pdf)		GA								
		66	01 03 00.00 48 Part 3	100% CORRECTED DES ANALYSIS		GA								
		67	01 03 00.00 48 Part 3	100% CORRECTED SPECS (Electronic&Paper)		GA								
		68	01 03 00.00 48 Part 3	100% CORRECTED SPECS (Electronic & Paper)		GA								
		69	01 03 00.00 48 Part 3	100% CORRECTED SUB REG (Electronic&Paper)		GA								
		70	01 03 00.00 48 Part 3	100% CORRECTED CID (Electronic & Paper)		GA								
		71	01 03 00.00 48 Part 3	100% CORRECTED LEED DOC		GA								
		72	01 03 00.00 48 Part 3	100% CORRECTED ENERGY & LLC ANALYSIS		GA								
		73	01 03 00.00 48 Part 3	100% CORRECTED DD 1354		GA								
		74	01 03 00.00 48 Part 3	100% CORRECTED REV POST CONF NOTE		GA								
		75	01 03 00.00 48 Part 3	CERTIFIED FINAL DESIGN DOCUMENTS		GA								
		76	01 03 00.00 48 Part 3	INITIAL ARTISTIC RENDERINGS (Paper)		GA								
		77	01 03 00.00 48 Part 3)	FINAL ARTISTIC RENDERINGS (Framed Mat		GA								
SECTION - 01 32 01.00 06 PROJECT SCHEDULE														
		1	01 32 01.00 06 1.2	SCHEDULER QUALIFICATIONS		FIO								
		2	01 32 01.00 06 1.2	PRELIMINARY PROJECT SCHEDULE	PRECON SUBMTL	GA								
		3	01 32 01.00 06 1.2	INITIAL PROJECT SCHEDULE	PRECON SUBMTL	FIO								
SECTION - 01 33 00.10 06 SUBMITTAL PROCEDURES FOR DESIGN/BUILD														
		1	01 33 00.10 06 3.1	SUBMITTAL REGISTER		GA								
		2	01 33 00.10 06 3.2.4	FTP SITE INFORMATION		FIO								
SECTION - 01 35 29.00 06 SAFETY & OCCUPATIONAL HEALTH REQUIREMENTS														
		1	01 35 29.00 06 1.2	ACCIDENT PREVENTION PLAN (APP)	PRECON SUBMTL	GA								
		2	01 35 29.00 06 1.2	SITE SAFETY & HEALTH OFFICER INFO	PRECON SUBMTL	GA								
		3	01 35 29.00 06 1.2	CRANE OPERATOR QUALIFICATIONS		GA								
		4	01 35 29.00 06 1.2	CRITICAL LIFT PLAN		FIO								
		5	01 35 29.00 06 1.2	ACTIVITY HAZARD ANALYSIS		GA								
		6	01 35 29.00 06 1.2	MONTHLY EXPOSURE REPORTS		FIO								
		7	01 35 29.00 06 1.2	REGULATORY CITATIONS & VIOLATIONS R		FIO								
		8	01 35 29.00 06 1.2	ACCIDENT REPORTS		FIO								
		9	01 35 29.00 06 1.2	CONFINED SPACE ENTRY PERMIT		FIO								
		10	01 35 29.00 06 1.2	HOT WORK PERMIT		FIO								
		11	01 35 29.00 06 1.2	CRANE CERTIFICATE OF COMPLIANCE		FIO								
SECTION - 01 45 04.10 06 CONTRACTOR QUALITY CONTROL														
		1	01 45 04.10 06 1.3	DESIGN QUALITY CONTROL PLAN	PRECON SUBMTL	GA								

RANGE : ALL

SORT : SECTION & ITEM

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						FIO GA, DA or CR	OFFICE / NAME	SUBMIT NEEDED BY	APPROVAL NEEDED BY	MATERIAL NEEDED BY	CODE	CORPS RECEIVED DATE	CODE	CORPS RETURNED DATE	
		2	01 45 04.10 06 1.3	CONSTRUCTION QUALITY CONTROL PLAN	PRECON SUBMTL	GA									
SECTION - 01 46 10.00 06 BUILDING AIR TIGHTNESS TESTING															
		1	01 46 10.00 06 1.3	TESTING TECHNICIAN QUALIFICATIONS		GA									
		2	01 46 10.00 06 1.3	TEST PROCEDURES		GA									
		3	01 46 10.00 06 1.3	ANALYSIS & TEST REPORT	TEST REPORTS	GA									
SECTION - 01 50 02.00 10 TEMPORARY CONSTRUCTION FACILITIES															
		1	01 50 02.00 10 1.6.1	RESIDENT ENGINEER'S OFFICE INFORMATION		GA									
SECTION - 01 57 20.00 10 ENVIRONMENTAL PROTECTION															
		1	01 57 20.00 10 1.6	ENVIRONMENTAL PROTECTION PLAN		FIO									
SECTION - 01 57 23.00 10 STORM WATER POLLUTION PREVENTION MEASURES															
		1	01 57 23.00 10 1.3	COPY OF ADPC&E PERMIT WITH PLAN		FIO									
SECTION - 01 78 23.00 06 EQUIPMENT OPERATING, MAINT, & REPAIR MANUALS															
		1	01 78 23.00 06 1.1	SITE O&M MANUALS	O&M DATA	GA									
		2	01 78 23.00 06 1.1	ARCHITECTURAL O&M MANUALS	O&M DATA	GA									
		3	01 78 23.00 06 1.1	MECH SYS'S O&M'S (OTHER THAN HVAC)	O&M DATA	GA									
		4	01 78 23.00 06 1.1	HVAC O&M MANUALS	O&M DATA	GA									
		5	01 78 23.00 06 1.1	ELECTRICAL SYSTEMS O&M MANUALS	O&M DATA	GA									
		6	01 78 23.00 06 1.1	COMMUNICATION SYSTEM O&M MANUALS	O&M DATA	GA									
		7	01 78 23.00 06 1.1	FAL&D & MASS NOTIFICATION SYS O&M'S	O&M DATA	GA									
		8	01 78 23.00 06 1.1	KITCHEN EQUIPMENT O&M'S	O&M DATA	GA									
		9	01 78 23.00 06 1.1	MISCELLANEOUS SYSTEMS O&M'S	O&M DATA	GA									