



# Army Reserve

## Design/Build Request for Proposal (D/B RFP)

### Instruction Manual



Project: Newtown Armed Forces Reserve Center at Danbury, Connecticut  
D/B RFP Preparer: RSP Architects  
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**TABLE OF CONTENTS**  
**ARMY RESERVE DESIGN/BUILD RFP INSTRUCTION MANUAL**

<b>CHAPTER 1 - INTRODUCTION</b>	<b>3</b>
1-1 Purpose of this Manual	3
1-2 Design/Build project overview	4
1-3 Project Participants	5
1-4 Intent, Organization, And Contents Of The Manual	7
<b>CHAPTER 2 - ARMY RESERVE DESIGN/BUILD PROJECT PROCESS</b>	<b>10</b>
2-1 Government Project Initiation	10
2-2 Preliminary Site Investigations	11
2-3 Development of the D/B RFP	15
2-4 D/B RFP Specifications	17
2-5 D/B RFP Drawings	21
2-6 Cost Estimate	24
2-7 Sustainability	24
2-8 Design Analysis (DA)	26
2-9 Solicitation and Selection of D/B Contractor	26
<b>CHAPTER 3 - GENERAL DESIGN AND PERFORMANCE CRITERIA</b>	<b>30</b>
3-1 General Design and Construction Guidance	30
3-2 Project Design, Materials and Systems	32
3-3 Building Codes and Other Design Criteria	43
<b>APPENDIX A</b>	<b>44</b>
Editing Recommendations for Army Reserve D/B RFP Preparation	44
Sections to be prepared by USACE Contracting	44
Section 00 80 00.00 06 – Special Provisions	45
Section 01 02 00.00 48 - Statement of Work	54
Section 01 03 00.00 48 – Design Submission Requirements After Award	55
Section 01 04 00.00 48 – The Design/Build Process	56
Section 01 32 01.00 06 – Project Schedule	57
Section 01 33 00.00 06 – Submittal Procedures	58
Section 01 33 29.00 06 – Sustainability Reporting	60
Section 01 35 26.00 06 – Government Safety Requirements	63
Section 01 42 00 – Sources for Reference Publications	65
Section 01 45 01.10 06 – USACE Quality Control System (QCS), for Armed Forces Reserve Centers	66
Section 01 45 04.10 06 – Contractor Quality Control	67
Section 01 46 00.00 06 – Total Building Commissioning (Contractor CxA)	70
Section 01 50 00 – Temporary Construction Facilities and Controls	72
Section 01 74 19 – Construction Waste Management and Disposal	78
Section 01 78 23 – Operation and Maintenance Data	80
<b>APPENDIX B1</b>	<b>81</b>
Sample Project Table of Contents for Single-Phase Solicitation or Second Phase of Two-Phase Solicitation	81
<b>APPENDIX B2</b>	<b>83</b>
Sample Project Table of Contents for First Phase of Two-Phase Solicitation	83
<b>APPENDIX C</b>	<b>84</b>
PRICE BREAKOUT SCHEDULE	84
<b>APPENDIX D</b>	<b>88</b>
Sample Submittal Register for Divisions 00 and 01	88

## **CHAPTER 1 - INTRODUCTION**

### **1-1 PURPOSE OF THIS MANUAL**

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.

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.

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 ("RFP Preparer"), it is intended to provide a "road map" to the preparation of the D/B RFP.

The RFP Manual's purpose is primarily to describe requirements for an Army Reserve D/B RFP project, and not to direct D/B Contractors on design.

#### **1-1.1 Relationship to Contract**

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.

#### **1-1.2 Manual Maintenance**

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.

#### **1-1.3 Referenced Material**

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 Army Reserve Facilities, UFC 4-171-05 (Design Guide).

#### **1-1.4 Design Submission Requirements**

Direction on design and design submission requirements are noted in the Army Reserve Design Process and Submittal Requirements (DPSR) , not in specification section 01 02 00.00 48, Statement of Work. Direction on information to be provided in offeror submittals shall be located in Division 00, so those evaluating the offers will find them.

#### **1-2 DESIGN/BUILD PROJECT OVERVIEW**

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 Fast-Track Design/Build**

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 design completion and Government acceptance of all design and construction documents. The PDT is to decide if fast-track process is to be allowed in the project, and edit Section 01 03 00.00 48 accordingly.

Such acceptance must be conditioned upon the D/B Contractor being able to ensure that all RFP requirements will be met. The D/B Contractor is required to submit Certified Final Design 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.

##### **1-2.2 Bid Packages**

It may be necessary to limit the number of bid packages the Contractor is allowed to provide, to accommodate Government review and acceptance. The number of allowable submittals shall be addressed in Section 01 03 00.00 48 since a large number of bid packages could require the Government to be performing review on an almost continuous basis. The number of fast-track design submittals shall also be addressed by the Contractor in their Project Design Schedule as required by Section 01 04 00.00 48 : The Design/Build Process and in their Design Quality Control Plan (DQCP) as required in Section 01 45 04.10 06 : Contractor Quality Control

##### **1-2.3 Construction Price**

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.

### 1-2.4 Contractor Solicitation

The Government typically conducts a public solicitation for competitive offers from interested D/B teams, and makes a selection based on the submission and evaluation criteria contained in the solicitation package.

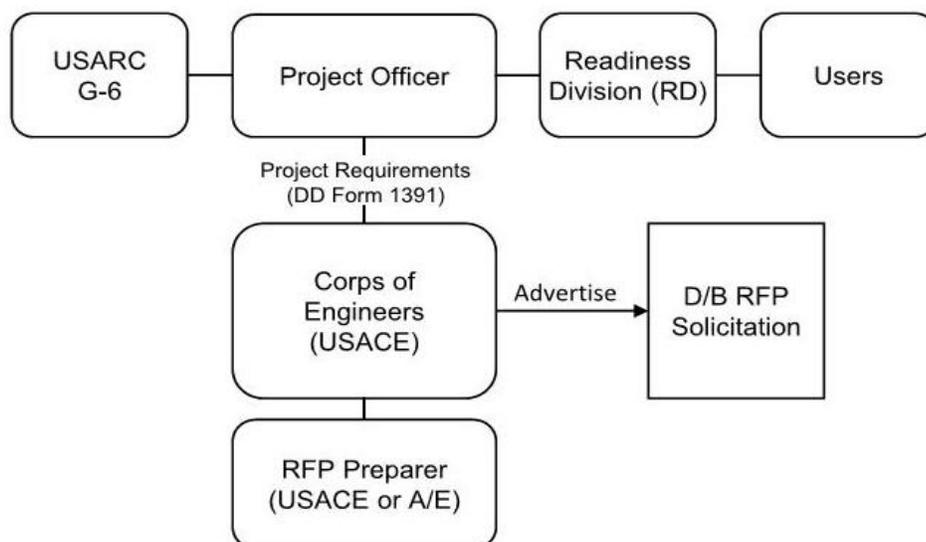
### 1-2.5 Design Review After Award

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.

## 1-3 PROJECT PARTICIPANTS

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 Readiness Division (RD), representatives from the User unit(s) and a representative from USARC G-6. If the project is located on an installation, there will be representatives from the Directorate of Public Works (DPW) and Network Enterprise Center (NEC). There will also be participation by the U.S. Army Corps of Engineers (USACE), 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 RFP Preparer supporting the development of the D/B RFP, is also referred to as the Project Delivery Team (PDT). Once the project is awarded for construction, the USACE will assign a Contracting Officer (CO), Administrative Contracting Officer (ACO) and Contracting Officer Representative (COR) who will have delegated contracting responsibilities.

**Figure 1-3 Project Participant (PDT) Relationships**



### **1-3.1 Project Officer**

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 USACE for all contractual, real property, design and construction aspects of the D/B action.

### **1-3.2 Readiness Division**

The Readiness Division (RD) 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 RD will support the Users in operating and maintaining the facility. RD representatives will be responsible for reviewing all design and construction documents for maintenance and operability concerns.

### **1-3.3 Users**

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 the Navy Reserve, Marine Corps Reserve, Army National Guard or others.

### **1-3.4 Corps of Engineers**

The Corps of Engineers (USACE) serves as the Army Reserve's technical agent for all project real estate, design, and construction requirements. USACE may also implement environmental actions on behalf of the Army Reserve. In a D/B action, USACE will prepare the RFP, conduct the Contractor selection process, and award and administer the D/B contract. USACE will also advise the Army Reserve on all aspects of real property, project program development, design and construction. USACE 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.

### **1-3.5 RFP Preparer**

An A/E team prepares the RFP. This team may be USACE in-house staff, or a USACE-contracted A/E. The RFP A/E team also typically conducts site investigations and may be involved in compliance review of the D/B Contractor's design submittals.

### **1-3.6 D/B Contractor**

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.

### **1-3.7 USARC G-6**

U. S. Army Reserve Command (USARC) G-6 Network Enterprise Center (NEC) is the proponent for all telecommunication infrastructure requirements and shall participate in individual project scope review, pre-design, charrette and design meetings to review and define infrastructure requirements for these projects. USARC G-6 NEC is also the proponent for quality control (QC) inspections during construction for all projects involving telecommunications infrastructure.

## **1-4 INTENT, ORGANIZATION, AND CONTENTS OF THE MANUAL**

### **1-4.1 Intent of the Manual**

During the initial development of the Manual and templates, and during subsequent updates, strategies for Manual content and maintenance have been identified:

- 1-4.1.1 Maintain Army Reserve quality standards, but allow some opportunity for D/B creativity and innovation in meeting the standards.
- 1-4.1.2 Move toward design and construction based more on commercial and industry standards, and less on Government criteria and standards – while still following required Government criteria.
- 1-4.1.3 Minimize the amount of design by the RFP preparers.
- 1-4.1.4 Reduce conservatism in design and construction, without reducing quality, so that Army Reserve can get the most bricks and mortar possible.
- 1-4.1.5 Strive for “faster execution, less expensive facilities, more efficiently written RFPs, with the long-term goal to make sure projects are awardable, within available funds”, while still maintaining a high standard of quality in design and construction.
- 1-4.1.6 Reference Army Reserve and other criteria documents where practical; don’t duplicate information from such documents into the D/B RFP Manual and templates. Duplication creates the possibility of conflicting information in the future.
- 1-4.1.7 Make sure that information is incorporated into the correct Army Reserve document – if an issue should be addressed in the Design Guide, don’t address it in the D/B RFP Manual.
- 1-4.1.8 The Army Reserve D/B RFP Manual “templates” must contain enforceable requirements, and do not require justifications for direction.
- 1-4.1.9 Provide information and requirements once, and in the appropriate location.
- 1-4.1.10 Items to be considered for inclusion should be reviewed to assure that they address Army Reserve program concerns, not problems which have arisen on an individual project by exception.

- 1-4.1.11 The organization of the Army Reserve Statement of Work Section 01 02 00.00 48 was derived from an earlier USACE D/B template. It's important that additions to the Army Reserve D/B RFP template be inserted in the appropriate locations so they're easily found by all – Project Officer, USACE, RD, USACE G-6, RFP preparers and RFP responders.
- 1-4.1.12 The D/B RFP Manual and templates will not address and resolve all issues that would be addressed by a design/bid/build set of construction documents. Assure that critical issues are addressed.

## **1-4.2 Manual Organization**

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.

### **1-4.2.1 Manual Appendices**

There are several Appendices to this manual which provide additional information related to the editing of RFP documents for RFP preparers.

### **1-4.2.2 Manual Templates**

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 consist of portions of Division 00 (Procurement and Contracting Requirements) and Division 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 the Outline Technical Specifications.

## **1-4.3 Locations for Referenced Material**

A number of the resources referenced in this Manual can be accessed on the Corps of Engineers, Louisville District, Army Reserve Customer web-site – <https://www.lrl.usace.army.mil/Missions/Engineering/Design-Guide/Military-Programs/Army-Reserve-Customers/>. A partial listing includes the following items.

- 1-4.3.1 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).
- 1-4.3.2 Current version of this D/B RFP Instruction Manual.

- 1-4.3.3 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 the Outline Technical Specifications, which is not intend to be edited for individual projects, for additional information refer to paragraph 2-4.2.
- 1-4.3.4 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.
- 1-4.3.5 The current version of the Army Reserve Design Process and Submittal Requirements (DPSR).
- 1-4.3.6 The current version of the US Army Reserve Network Enterprise Center Infrastructure Technical Criteria (ARNEC ITC).

**1-4.4 Other Government Criteria**

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

## **CHAPTER 2 - ARMY RESERVE DESIGN/BUILD PROJECT PROCESS**

### **2-1 GOVERNMENT PROJECT INITIATION**

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. 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.

#### **2-1.1 Design/Build Acquisition**

When the Design/Build (D/B) acquisition strategy is selected, the following items should also be resolved or in process by the Government:

- 2-1.1.1 Identification of the entity which will prepare the D/B Request for Proposal (RFP).
- 2-1.1.2 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.
- 2-1.1.3 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.
- 2-1.1.4 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.
- 2-1.1.5 Any recommendations for departure from the typical Army Reserve D/B process or project requirements.
- 2-1.1.6 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.
- 2-1.1.7 Identification of site and initiation of any necessary real estate actions, including environmental investigations. The USACE will develop an Available Site Identification and Validation (ASIV) Report as a part of their site selection process.
- 2-1.1.8 Development of a Design Basis Threat and Level of Protection for the project.
- 2-1.1.9 Initiation of D/B RFP preparation, or if Contracting action to get RFP Preparer under contract.

## **2-2 PRELIMINARY SITE INVESTIGATIONS**

As a part of the ASIV, the USACE or the RFP Preparer should have conducted an Engineering Feasibility Study (EFS) or preliminary site investigations on the selected site, in order to obtain sufficient information for reasonably accurate 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 should typically consist of a topographic & utility survey, preliminary geotechnical investigation, environmental investigations, utility investigation, preliminary regulatory investigations, transportation investigation and an asbestos, lead-based paint & hazardous material report if an existing structure is involved in the project. Site environmental investigations are typically performed by the Government.

Real estate is a Government activity and considerations should address acquisition, easement, right-of-way and grants.

### **2-2.1 Surveys**

Subsurface Utility Engineering (SUE) Quality level B should be provided if surveys are obtained during preparation of the D/B RFP. Quality level B includes having underground utilities located and marked by 811 or utility providers prior to the survey field work. A survey of topography, utilities, and existing site structures should typically be conducted as a part of the EFS or preliminary site investigations, unless a recent, reasonably accurate survey is available. The minimum level should be a Subsurface Utility Engineering (SUE) Level B. ALTA 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. If this strategy is used, include the information as an Attachment to Section 01 02 00.00 48 and note as such. While this strategy may save RFP preparation costs and timeline, it introduces risk relative to possible future D/B Contractor claims for unforeseen conditions. The approach is to be defined on a project by project basis by the PDT, based on information available.

The RFP shall require the D/B Contractor to perform their own survey, on which to base their project design. Note that there is still a risk of unforeseen conditions due to items such as site changes between the time of the RFP survey and the award of the D/B contract such as new utilities, adjacent development or errors in the RFP provided aerial survey and utility as-built information.

### **2-2.2 Geotechnical**

The preliminary geotechnical subsurface characterization report shall consist of a minimum number of borings in likely building, pavement, utility routing areas and stormwater infiltration areas to adequately characterize the site geology for the purposes of bidding. The report shall include appropriate background information, boring logs and laboratory testing results. The report shall provide 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 should be addressed by the D/B Contractor. Conditions that often result in design difficulties are shrink/swell soils, high groundwater, deep soft soil formations, low permeability and chemically active soils. Any geotechnical recommendations requested by the PDT as noted in the report shall not be included in

the RFP. The D/B Contractor's Designer of Record (DOR) should be responsible for the extraction of design parameters from the data given, and thus, responsible for the design. This approach encourages 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 subsurface characterization report. If this strategy is used, the RFP shall clearly describe the location of the previous report. While this strategy may save RFP preparation costs and timeline, it introduces risk relative to possible future D/B Contractor claims for unforeseen conditions. This approach is to be discussed and defined on a project by project basis by the PDT, based on information available and should only be used as a 'last resort'.

The RFP shall require the D/B Contractor to obtain a final geotechnical report, on which to base their project design, in either event.

#### 2-2.2.1 Standard Geotechnical Practices

The RFP preparer shall contact the nearest USACE 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. This discussion should be documented in RFP Preparer's Design Analysis, Chapter 3.

#### 2-2.2.2 Geophysical

The PDT may recommend geophysical testing based on knowledge of existing or former facilities on the site, and the proposed work to be included in the RFP. If Geophysical testing is performed, include the test report as an Attachment to Section 01 02 00.00 48.

#### 2-2.2.3 Reference Geotechnical Process Documents

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 and Section 01 03 00.00 48 for geotechnical issues to be addressed for Army Reserve D/B projects.

### **2-2.3 Environmental Investigations**

Site 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 additional environmental protection measures, including but not limited to Hazardous Material Test Reports for asbestos, lead-based paint and hazardous materials, the requirements must be written into the RFP. (It is not necessary or desirable to include the site 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 Design Analysis.) Environmental documentation should be completed prior to issue of the RFP to allow the inclusion of any requirements.

#### 2-2.3.1 Destructive Testing

The PDT may recommend destructive testing as a part of the Hazardous Material Testing based on knowledge of the existing facilities or the proposed work to be included in the RFP. The RFP Preparer's Scope of Work should address if Hazardous Material Testing will be required as a part of the project. If destructive testing is performed as part of the RFP Preparation, include the test reports as an Attachment to Section 01 02 00.00 48.

### 2-2.4 Utility Investigations

The RFP preparer shall provide utility investigations to identify the locations, sizes and capacities of existing utilities, and determine 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. The accuracy and completeness of this information is very important in an effort to reduce the potential for time and cost growth expenses during construction. 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.

Acquisition or grants of real estate is a Government activity; however, staffing of supporting activity may be contracted.

The RFP preparer shall document and include in their Design Analysis Chapter 3, the utility requirements and the concurrence from the utility having jurisdiction. RFP Preparer to note any additional Utility requirements, or their refusal to discuss the project with the RFP Preparer.

#### 2-2.4.1 Waterflow Testing

A waterflow test for the water service system shall be obtained to determine whether or not a fire pump and tanks are likely to be required according to the requirements of UFC-3-600-01. The flow test shall be included in the RFP as an Attachment to Section 01 02 00.00 48 to allow the D/B Contractor to have the information to bid accordingly. The RFP shall state if the pump and/or tanks are required or not for bidding purposes. The RFP will require the D/B Contractor to obtain their own flow tests on which to base the project design. There is a risk that the D/B Contractor's performed flow test results may vary from the flow test performed during the RFP preparation, due to system loads or infrastructure changes to the utility system. This may change the requirement to have the pump or not; resulting in a possible cost credit or cost add to the project, after award. This risk is difficult to manage due to the nature of the systems, and should be discussed by the PDT during the RFP preparation.

### **2-2.5 Regulatory Agencies**

Preliminary contacts shall 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. A written summary of the Regulatory Agencies discussions should be documented in Design Analysis Chapter 3, including any written requirements and/or agreements with these agencies (if at all possible).

### **2-2.6 Government Installation Requirements**

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 shall be identified for inclusion in the RFP, including utility and other infrastructure guidance or requirements. If there is an Installation Design Guide (IDG) or similar design guidance, 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. A written summary of the Government Installation Requirements discussions should be documented in Design Analysis Chapter 3.

### **2-2.7 Street Authorities**

Local street authorities shall 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, if possible, and incorporate in site planning. Verify whether additional rights-of-way or easements are required. If they are required, it is preferred to accomplish the recording of the easements or right of way dedications during the RFP preparation phase when possible. It is not always possible to know the size and location of dedications that are dependent upon the contractor's design. Real estate activities such as this are Government responsibilities, with support from the RFP Preparer or DB Contractor. If acquiring them is to be part of RFP, provide as much information as possible, to reduce risk for offerors. A written summary of the Summary Authorities discussion should be documented in RFP preparer's Design Analysis Chapter 3.

### **2-2.8 Threat Assessment**

The RFP Preparers are to assume standards in UFC 4-010-01 apply unless more stringent requirements are indicated in the DD1391 or other direction is provided via a Design Basis Threat and Level of Protection summary provided by the RD, or from the local Provost Marshall, or Installation security officer. The summary shall 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. It will be important for RFP Preparer to

have this information available at project kickoff, as UFC 4-010-01 allows for Design Basis Threat and Level of Protection to be unique for every facility.

### **2-2.9 Traffic Planning**

Anticipated traffic and loading criteria for the design of proposed roads and parking lots shall be developed by the RFP preparer so that the RFP can include appropriate design parameters. Traffic loading criteria shall include vehicle types, including AASHTO classification if available, vehicle weights, 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 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, if approved by the Project Officer, specified in the D/B RFP.

### **2-2.10 Construction Waste Requirements**

If on an Installation, the RFP preparer shall 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 shall also be confirmed. Any provisions, requirements or restrictions which affect the Contractor should be incorporated into either specification section 01 02 00.00 48 : Statement of Work Part 12 : Energy Conservation and Sustainable Design and section 01 33 29.00 06 : Sustainability Reporting.

### **2-2.11 Energy Saving Measures**

The Installation or RD 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.

### **2-2.12 Hazardous Material Tests**

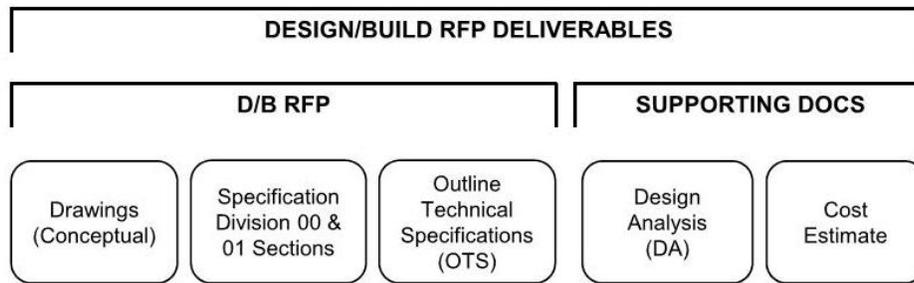
If renovation or demolition of existing structures is required, hazardous material tests shall be requested from the RD or from the Installation; if tests are not available, testing should be performed by the RFP Preparer. Hazardous Material Surveys shall be completed in accordance with the Louisville District Military Design Guide (LDMDG) Chapter 14 : Environmental Considerations paragraph F, which shall satisfy the National Emissions Standard Hazardous Air Pollutants (NESHAPs) requirements to inspect buildings being renovated or demolished for Asbestos Containing Materials (ACMs).

## **2-3 DEVELOPMENT OF THE D/B RFP**

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. 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, including timeframes needed for the review process. Finally, it defines the Government's design and construction review requirements and authority.

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, but are not included as part of the D/B Solicitation.

**Figure 2-3 Design/Build RFP Deliverables**



### 2-3.1 Joint Use Projects

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 Preparer must identify any criteria or requirements which vary from Army Reserve standards, and incorporate them into the RFP.

#### 2-3.1.1 Shared Component Facilities

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.

#### 2-3.1.2 Location of Other Component Criteria

Other Services or components, notably the National Guard, are beginning to move some of their criteria onto password-controlled locations. When spaces or buildings are to be designed to standards other than Army Reserve, the RFP Preparer shall request from the relevant component(s) a list of their current applicable criteria, and where or how it can be obtained

#### 2-3.1.3 Incorporation of Non-Army Reserve Criteria

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.

#### 2-3.1.4 Single Component Facilities

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.

#### 2-3.1.5 National Guard Requirements

The current National Guard (NG) kitchen documents must be requested from the NG. 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.

Particulars of NG field lockers and Arms Vault weapons rack anchorage must be obtained and incorporated into RFPs.

#### 2-3.1.6 Multiple Component Coordination

The RFP Preparer shall prepare a conceptual design for the project, with all components to be included in the project design and construction. Meetings with the RD and Users are critical to identifying functional, equipment and other criteria to be incorporated into the design and construction. The RFP Preparer 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 Conceptual Design Level of Completion

It is intended that the conceptual design provides a workable site and building layout, and a minimum level of description for building image, which will be acceptable to the Users and the RD 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 Form 1391 and Space Allocation Worksheet (SAW) information to allow RFP Preparer 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 Preparer provide a complete design with most issues resolved. See additional description of the design drawings at Paragraph 2-5.2 below.

### 2-4 D/B RFP SPECIFICATIONS

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. The RFP Preparer is to remove red italicized 'RFP Preparer' notes in the template files. The RFP Preparer shall also be aware of the specifier notes in the specification section and the edit notes in this RFP Manual Appendix A. The RFP Preparer is to make the USACE Project Engineer/Architect (PE/A) aware of any conflicts or issues with the specification sections, relative to project requirements or conditions.

#### **2-4.1 Division 00 and 01 Sections**

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 the RFP Preparer, the USACE PE/A is responsible for providing input requested by RFP Preparer.

- 2-4.1.1 00 10 00 : Price Breakout Schedule – prepared by RFP Preparer (sample in 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
- 2-4.1.2 00 21 00 : Instructions to Bidders – prepared by USACE Contracting – Includes RFI form and instructions
- 2-4.1.3 00 22 00 : Supplementary Instructions – prepared by USACE Contracting (Used only for one step acquisition in lieu of Sections 00 22 16 and 00 22 18) - outlines proposal requirements and format, and describes evaluation process and ratings
- 2-4.1.4 00 22 12 : Procedures For Submittal of Offers and Proposal Evaluation Criteria – prepared by USACE Contracting (Used only for one step acquisition in lieu of Sections 00 22 16 and 00 22 18) – outlines proposal requirements and format, and describes evaluation process and ratings.
- 2-4.1.5 00 22 16 : Procedures For Submittal And Evaluation Of Offers For Phase I – prepared by USACE Contracting – outlines Phase I proposal requirements and format, and describes evaluation process and ratings.
- 2-4.1.6 00 22 18 : Procedures For Submitting And Evaluation Of Offers For Phase II – prepared by USACE Contracting – outlines Phase II proposal requirements and format, and describes evaluation process and ratings.
- 2-4.1.7 00 45 00 : Representations and Certifications – prepared by USACE Contracting
- 2-4.1.8 00 70 00 : Conditions of the Contract – prepared by USACE Contracting. RFP Preparer to provide summary notes as per Attachment D – 00 70 00 Information Supplied by PE/A to Contracting.
- 2-4.1.9 00 80 00.00 06 – Special Provisions and its attachments– prepared by RFP Preparer, with input from other PDT members (editing recommendations) – includes

a variety of contract conditions and requirements. The RFP Preparer will need to tailor this Section to reflect project-specific conditions and requirements.

- 2-4.1.10 01 02 00.00 48 - Statement of Work – prepared by RFP Preparer (template) – detailed requirements for the design and construction of the project. Retain version description in footer; do not change for individual projects. Reviewers verify the correct version by footer. Version dates to be removed at Certified Final issue.
- 2-4.1.11 01 02 00.00 48 Attachments – prepared or assembled by RFP Preparer, and included as a part of the RFP package – Almost all Army Reserve projects will include the following Attachments to Section 01 02 00.00 48 Statement of Work. These Attachments typically include information such as Site Investigation Reports and standard Army Reserve details.
- |               |  |
|---------------|--|
| Attachment A: | Preliminary Subsurface Characterization Report |
| Attachment B: | Fire Flow Data                                 |
| Attachment C: | Site Photographs                               |
| Attachment D: | Room by Room Supplemental Requirements         |
- 2-4.1.12 USACE 01 02 00.00 48 Additional Attachments – prepared or assembled by RFP Preparer, 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, 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. 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 ARNEC ITC, in case another version is issued after award.
- 2-4.1.13 01 03 00.00 48 - Design Submission Requirements After Award – prepared by RFP Preparer (template) – details design submissions to be made, and requirements for their preparation and content.
- 2-4.1.14 01 04 00.00 48 - The Design Build Process – prepared by RFP Preparer (editing recommendations) – describes default project phasing, and provides Government's desired schedule for design.
- 2-4.1.15 01 32 01.00 06 – Project Schedule – prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – provides requirements for Contractor development of project schedule.

- 2-4.1.16 01 33 00.00 06 – Submittal Procedures – prepared by RFP Preparer with input from USACE 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.
- 2-4.1.17 01 33 29.00 06 and its attachments– Sustainability Reporting -prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – indicates documentation required to meet Federal HPSB requirements, provides requirements for Contractor compliance with LEED, and documentation of LEED measures for project.
- 2-4.1.18 01 35 26.00 06 and its attachments – Government Safety Requirements – prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – provides qualification requirements for the Site Safety and Health Officer (SSHO) along with safety and working requirements.
- 2-4.1.19 01 42 00 – Sources for Reference Publications – prepared by RFP Preparer – generally requires no editing.
- 2-4.1.20 01 45 01.10 48 – USACE Quality Control System (QCS) for Army Reserve Centers (ARCs) – prepared by RFP Preparer – generally requires no editing.
- 2-4.1.21 01 45 04.10 06 – Contractor Quality Control– prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – provides qualification requirements for Design Project Manager and the Design Quality Control Plan (DQCP), Construction Quality Control (CQC) System Manager along with other Contractor QC and QC staff.
- 2-4.1.22 01 45 35 – Special Inspections – Prepared by RFP Preparer with input from USACE construction personnel.
- 2-4.1.23 01 46 00.00 06 – Total Building Commissioning (Contractor CxA) - prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – provides requirements for Contractor commissioning of building systems.
- 2-4.1.24 01 50 00 – Temporary Construction Facilities and Controls – prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – provides requirements for temporary facilities.
- 2-4.1.25 01 57 19.00 06 – Temporary Environmental Controls and Permits – prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – provides requirements for site protection measures.

- 2-4.1.26 01 74 19 – Construction Waste Management and Disposal – prepared by RFP Preparer with input from USACE construction personnel (editing recommendations) – defines Contractor waste management requirements.
- 2-4.1.27 01 78 23.– Operation and Maintenance Data – prepared by RFP Preparer (editing recommendations) – provides requirements for development of O&M manuals and training.
- 2-4.1.28 Division 02 Sections – For projects involving demolition of existing buildings or selective demolition within existing buildings, RFP Preparer shall prepare demolition sections as appropriate to the project scope.

## **2-4.2 Outline Technical Specifications**

The Outline Technical Specification Sections were developed specifically for use on Army Reserve D/B projects, 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.

It is not intended that the RFP Preparer 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.

The RFP Preparer is to edit the header information of the Outline Technical Specifications document, to reflect the project specific information.

- 2-4.2.1 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.
- 2-4.2.2 Where the Outline Technical Specification Sections are more complete, these represent the Army Reserve’s preferred specification approach to this project.

## **2-5 D/B RFP DRAWINGS**

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:

## **2-5.1 Site Drawing(s)**

### **2-5.1.1 Site Demolition**

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.

### **2-5.1.2 Site Plan**

Conceptual site layout plan showing major site elements; may include suggested exterior mechanical equipment location. The RFP site plan shall indicate by notation the AT/FP standoff, clear zone and unobstructed space requirements. Note that the AT/FP standoff indicated on the site plan will be dependent on the construction type selected by the Contractor and the Design Basis Threat included types of walls, windows, glazing, doors, etc. 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 utility information, including connection points for water, sanitary sewer, storm sewer, natural gas, electrical, telecommunications, etc. shall be indicated, note some utility points of connection that may be off-site, will need to be provided in the RFP and cleared with the Installation. All utility points of connection shall be documented by the RFP AE preparer in their Design Analysis Chapters 3, 4 and 5 along with their discussion with the utility points of contact.

Privately owned vehicle (POV) parking areas shall be prohibited to be located in the unobstructed space around the Army Reserve facilities even though allowed by UFC 4-010-01. Exceptions to this provision shall be approved by the Project Officer along with the local Provost Marshall or security officer.

### **2-5.1.3 Site Drainage Plan**

The RFP Preparer shall develop a conceptual site drainage plan for proof of concept, coordination with users, and cost estimating purposes only. No grading or drainage plan will be included in the solicitation documents.

The RFP Preparer will conduct enough research to determine the local stormwater permitting requirements and then use this information to prepare a list of recommended Best Management Practices to meet local standards and Government sustainability requirements. These requirements may have significant impact on site layout.

### **2-5.1.4 Survey/Existing Utilities**

Existing utility location plan, with required connection points identified; routing of new service connections is not required. While the RFP preparer may develop preliminary utility routing for cost estimate purposes, these are not included in the RFP.

#### 2-5.1.5 Paving Plan

Conceptual paving plan showing rigid or flexible paving, aggregate areas, and minimum number of parking spaces. Pavement areas are often addressed as Bid Options due to funding constraints. Consider providing separate drawing sheets for Base Bid and Bid Option Items if it's not clear on one consolidated drawing sheet.

#### 2-5.1.6 Landscaping Plan

Conceptual landscaping plan is not usually required. Edit Section 01 02 00.00 48 Part 05 to identify project-specific requirements.

### **2-5.2 Building Drawings**

#### 2-5.2.1 Floor Plans

Workable floor plans should be provided in the RFP, but building elevations are not required for Best Value solicitations.

Conceptual floor plans for each building and floor level, double line walls, with doors, but no exterior windows. If there are project specific User requirements for window locations, or percentage of glazing in exterior walls for sustainability, provide direction in the RFP. 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. Such fixtures required for the project beyond Design Guide requirements should be indicated in the Room by Room Supplemental Requirements. Plan should demonstrate compliance with major life safety code requirements.

#### 2-5.2.2 Furniture Plans

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.

#### 2-5.2.3 Furniture Legend

Furniture legend should describe furniture symbols used in furniture plan, indicating material, function and dimensions.

#### 2-5.2.4 Building Elevations

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, the RFP is neither provide photographs of previous Army Reserve facilities, nor develop elevations for the project buildings. Offerors will be required to provide building elevations as a part of their offer. For projects on installations that maintain an Installation Design Guide, the Installation Design Guide may set minimum aesthetic standards which is to be indicated in the RFP.

#### 2-5.2.5 Roof Plan

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.

#### 2-5.2.6 Typical Details

Typical Army Reserve standard details appropriate to the project shall be referenced in the RFP, such as details related to loading ramps, caging/shelving, arms vault, kitchen, etc. The plans and diagrams of these components can be found on the Army Reserve Customer website.

### **2-6 COST ESTIMATE**

The cost estimate shall 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 DPSR for further direction for cost estimate.

### **2-7 SUSTAINABILITY**

The Army Reserve supports DoD sustainability policy and initiatives (Federal HPSB requirements). Compliance with LEED guidelines is likely to be a requirement of all projects; LEED certification is a requirement at the time of the creation of this manual.

Refer to the RFP Preparer notes in Section 01 02 00.00 48 Part 12 and Section 01 33 29.00 06 Sustainability Reporting.

The completion of an Energy and Sustainability (E&S) Record Card (for DOR documentation of Federal HSPB Guiding Principles from UFC 1-200-02) is a requirement of the Contractor in Section 01 33 29.00 06 Sustainability Reporting.

Note that Section 01 02 00.00 48 Part 12 refers to the "Department of the Army Sustainable Design and Development (SDD) Policy memo dated January 17, 2017". The RFP Preparer is to confirm the date and applicability at the time of the preparation of each RFP. Verify if the content of any future updates to the memo changes the requirements of the RFP, as currently listed.

## **2-7.1 RFP Preparer LCCA and ECA**

Sustainable design features shall be implemented in accordance with the latest version of UFC 1-200-02 and the Army Sustainable Design and Development Policy memo. The RFP Preparer should reference their Scope of Work for specific requirements associated with energy modeling and Life Cycle Cost Analysis (LCCA) and Energy Compliance Analysis (ECA) necessary for the project, with specific project system requirements incorporated into the applicable Parts of the D/B RFP. An example description of the energy modeling and LCCA will be kept and updated on the Louisville Army Reserve Customer website as a reference document that can be updated and maintained as the RFP Preparer Scope of Work evolves over time. Following are examples of SOW related efforts related to LCCA; RFP Preparer is to confirm with the SOW:

- 2-7.1.1 The RFP Preparer shall determine the building envelope features, interior and exterior lighting, HVAC, and plumbing systems for the project that will result in the maximum energy efficiency that is life-cycle cost effective within the project funds through energy modeling, cost analyses, and life-cycle cost analyses. HVAC system analyses shall incorporate the selected building envelope and lighting prior to system selection. The systems and features selected shall be incorporated as prescriptive requirements into the request for proposal. The systems and features shall also meet all other applicable criteria and provisions of the request for proposal. The AE shall provide an Energy Compliance Analysis (ECA) that complies with UFC 1-200-02. The minimum number of systems/features to analyze shall be indicated in the RFP Preparer's scope of work.
- 2-7.1.2 The RFP Preparer shall perform life-cycle cost analyses for renewable energy technologies and water reclaim and harvesting technologies to determine if such systems are life-cycle cost effective. Life-cycle cost analyses shall comply with UFC 1-200-02. The RFP Preparer shall incorporate requirements for the renewable energy and water reclaim and harvesting systems into the request for proposal when they have determined them to be life-cycle cost effective.
- 2-7.1.3 Note that the RFP shall not shall not require LCCA's from the responding contractor nor provide a means for the contractor to use LCC as a justification to change the prescriptive requirements of the RFP.

## **2-7.2 Credit Guidance**

The LEED Credit Guidance Checklist 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, RD, or user requirements or desires. Some tailoring is required for specific credits, and is to be reflected in the spreadsheet. The LEED Credit Guidance Checklist is to be included as an attachment to Section 01 33 29.00 06 Sustainability Reporting. Refer to the edit notations for Section 01 33 29.00 06 in Attachment A of this Manual.

Related to the Credit Guidance Checklist in the RFP, the RFP Preparer is to also prepare a LEED Checklist (Yes/No/Maybe version) to enable a preliminary check of feasibility of LEED certification of the project (including site specific credit impacts). This form is to be used as a tool for discussions with the PDT during design review meetings during the preparation of the RFP, and is to be included in the DA, for future reference by the PDT only.

### **2-7.3 Army Reserve Owner's Project Requirements**

The Owner's Project Requirements (OPR) form reflects the general Army Reserve standards, and may be tailored to reflect Installation, RD, or user requirements or desires. The OPR is to be attached to the commissioning spec (01 46 00.00 06). Refer to the Section 01 46 00.00 06 edit notes in this Manual.

### **2-7.4 LEED Registration**

D/B projects shall be registered with USGBC and documented using LEED templates. Refer to the edit notations for Section 01 33 29.00 06 Sustainability Reporting in Attachment A of this Manual, with respect to registration by the Contractor, or registration by the RFP Preparer. Verify with the USACE LRL PE/A if the project is to be registered with USGBC by the Government (or the RFP Preparer) as part of the RFP preparation, or if by the Contractor. Verify the process with the RFP preparation Scope of Work, and coordinate with the language in Section 01 33 29.00 06.

## **2-8 DESIGN ANALYSIS (DA)**

For direction on preparation of the DA see Army Reserve DPSR.

## **2-9 SOLICITATION AND SELECTION OF D/B CONTRACTOR**

Once the D/B RFP is complete, the Government will advertise and then issue the D/B RFP solicitation package.

### **2-9.1 One- and Two-Phase Solicitations**

Solicitations may be one-phase or two-phase. In two-phase solicitations, the first phase evaluates D/B team qualifications, without requiring Offerors to submit technical and price proposals, 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. Phase 1 solicitation package shall include general project requirements, usually Section 01 02 00.00 48 Part 1 and Part 2 along with a conceptual site plan and floor plans. In the second phase, only the offerors selected from the first phase submit detailed technical and price proposals based on the information provided in the D/B RFP.

See Appendices B1 and B2 for sample RFP Table of Contents for one- and two-phase solicitations.

## **2-9.2 Method of Solicitation**

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.

## **2-9.3 Solicitation File Format**

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.

## **2-9.4 Solicitation Schedule**

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.

## **2-9.5 Solicitation Responses**

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.

## **2-9.6 Lowest Price Technically Acceptable (LPTA) Solicitations**

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.

## **2-9.7 Best Value (BV) Solicitations**

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.

## **2-9.8 As-Awarded Package**

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. This package is prepared and issued by USACE.

## **2-9.9 Contractor Completion of the Design Following Contract Award**

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.

## **2-9.10 D/B Contractor Design Submittals After Award**

The Contractor's required design submittals after contract award are outlined in Section 01 03 00.00 48 Design Submission Requirements After Award.

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 DPSR.

- 2-9.10.1 Drawings - addressed in Section 01 03 00.00 48.
- 2-9.10.2 Specifications and submittal register - addressed in Sections 01 03 00.00 48 and 01 33 00.
- 2-9.10.3 Design Analysis and supporting calculations - addressed in Section 01 03 00.00 48.
- 2-9.10.4 Interior design packages - addressed in Section 01 03 00.00 48.
- 2-9.10.5 Permit applications or information - addressed in Section 01 03 00.00 48.
- 2-9.10.6 Draft DD Form 1354 – addressed in Section 01 33 00.
- 2-9.10.7 Sustainability analysis and recommendations – addressed in Section 01 33 29.00 06.
- 2-9.10.8 Life safety certifications – addressed in Part 2 of Section 01 02 00.00 48.

## **2-9.11 Submittal Review Meetings**

Standard design review meetings are addressed in the Army Reserve Design Process and Submittal Requirements. Any additional required design-phase meetings should be addressed in the RFP.

### **2-9.11.1 Government Reviewers**

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, they will need to receive a copy of the Contractor's proposal.

### **2-9.11.2 Incomplete Submittals**

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.

### **2-9.12 Final Construction Documents**

The final construction documents may be less extensive than Government is accustomed to receiving for design/bid/build projects, but must demonstrate design compliance with contract requirements.

### **2-9.13 Construction Process**

The Government's role in the D/B construction process is outlined in the Louisville District Project Delivery Business Practices (PDBP) manual, not accessible to non- Government personnel. Government personnel may access the PDBP on the Louisville District Intranet webpage, and select "Louisville District PDBP 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 Preparer should make recommendations for the Project Officer’s consideration and approval.

### **3-1 GENERAL DESIGN AND CONSTRUCTION GUIDANCE**

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.

#### **3-1.1 Section 01 02 00.00 48 Statement of Work**

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 Preparer 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 ARNEC ITC; the RFP Preparer will need to become familiar with all four.

#### **3-1.2 Statement of Work Editing**

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 Preparer must edit the Army Reserve standard 01 02 00.00 48 Statement of Work template as appropriate for the project. Editing is to include appreciable additions to address and accommodate User and RD needs, and to address the specific conditions of the construction site and infrastructure. This Section will include a number of attachments.

#### **3-1.3 Issues not addressed in Statement of Work Template**

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 Preparer 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.

### **3-1.4 Army Reserve Design Philosophy**

The Army Reserve facility for the 21<sup>st</sup> 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 Training Centers**

Designs for Army Reserve training center buildings should be equivalent in quality to a Class "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 Maintenance, Storage, and Utilitarian Buildings**

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 Design**

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 Design Quality**

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 that high school or college buildings might experience.

### **3-1.9 Durability**

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 Sustainability**

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 Building Life Expectancy**

The Government constructs permanent buildings which are 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 Workspaces**

Full-time personnel in Army Reserve facilities are typically provided an exclusive workspace, 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 the USACE PE/A for a point of contact with the Louisville District Interior Design personnel for coordination of appropriate layout and furnishing of full-time workstations.

### **3-1.13 Building Planning**

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 Sole-Source Specifications**

Installation or User requests for proprietary materials or systems require both Project Officer acceptance and USACE preparation of a formal waiver. The waiver requires a justification of the need for the sole-source specification and shall not be used, unless approved by USACE.

## **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 UFC 4-171-05 Army Reserve Facilities Design Guide.

### **3-2.1 Civil/Site Materials and Systems**

To the extent practical, civil/site design shall avoid the necessity for granting easements on Government real property for security purposes. If an easement is required, coordinate with the USACE PE/A and Contracting Officer's Representative (COR).

### 3-2.1.1 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.

- 3-2.1.1.1 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.
- 3-2.1.1.2 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.
- 3-2.1.1.3 Restrict use of onsite 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.

### 3-2.1.2 Storm Sewer and Drainage

Limit developed site peak outflow to pre-developed peak outflow, or more restrictive local requirements. Comply with EISA Section 438 and Authority Having Jurisdiction (AHJ) requirements. Control structures will be of reinforced concrete. If needed, control gates will be fabricated steel or iron gates with manual operators. Attach EISA Low Impact Development data reporting templates to the RFP and require the Offerors to complete those forms and include with their design submissions.

### 3-2.1.3 Water Supply

- 3-2.1.3.1 System pipe sizing will be determined based on the results of a waterflow test conducted during preliminary site investigations. Calculate available pressure and flow based upon the domestic and fire demands of the project. The RFP preparer will perform this work due diligence and cost estimating purposes only. The RFP will require the DB Contractor to perform final sizing.
- 3-2.1.3.2 Advanced Meter requirements are included in the Outline Technical Specifications.
- 3-2.1.3.3 Coordinate with the utility provider and include specific requirements within the RFP. Coordinate with UFC criteria, and clarify in the RFP.

### 3-2.1.4 Sanitary Sewer

- 3-2.1.4.1 Sanitary sewer will be designed for the sewer building flows based on the fixture units with an appropriate peaking factor.
- 3-2.1.4.2 Coordinate with the utility provider and include specific requirements within the RFP. Coordinate with UFC criteria, and clarify in the RFP.

### 3-2.1.5 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. Advanced Meter requirements are included in the Outline Technical Specifications.

### 3-2.1.6 Surfacing and Paving

- 3-2.1.6.1 Internal roadways, privately-owned vehicle (POV) parking lots and military equipment parking (MEP) are typically of asphalt concrete paving; however, the RFP Preparer shall investigate preferred pavement types with the PDT, including any Bid Options related to pavements. Provide MEP and internal roadway paving with a mix design of sufficient stiffness to prevent raveling, rutting and scarring by wheel movements of equipment to be parked on site.
  - 3-2.1.6.2 MEP areas subject to tracked vehicle traffic will be gravel or Portland cement concrete (PCC) designed to withstand applied loads.
  - 3-2.1.6.3 Maintenance bay door aprons, loading platform aprons, driveway aprons, loading dock aprons, trash enclosure slabs and aprons will be PCC.
  - 3-2.1.6.4 Sidewalk and curb and gutter will be PCC.
- 3-2.1.7 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. 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 their design for flexible pavements. Also provide modulus of subgrade reaction (k) value for design of rigid pavements. The D/B RFP preparer shall consult the geotechnical and pavement designers in the USACE 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. Part 03 of Section 01 02 00.00 48 template includes text for pavement section minimums for projects within the Louisville District traditional military boundaries. 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 their bid.

3-2.1.7.1 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. Container handlers, such as Kalmar, are becoming more common. These vehicles have substantial effect on the cost of pavements required. Verify with Users if container handlers are required or anticipated in the future. Consider limiting these vehicles to specific areas to control costs.

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 Landscape Architecture Materials and Systems**

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.

#### **3-2.2.1 Irrigation**

Refer to specification section 01 02 00.00 48 Part 5 for landscape irrigation edit notes.

### **3-2.3 Architectural and Interior Design Materials and Systems**

#### **3-2.3.1 Exterior wall design and construction**

The Army Reserve has selected a number of preferred exterior wall assemblies that are acceptable for its projects, listed in Part 06 of Section 01 02 00.00 48. The wall type choices and order of preference may be edited project-specifically based on Installation, RD or User preferences, with Project Officer approval. A list of wall and roof types based on preference has been provided for selection in the RFP.

3-2.3.1.1 While the aesthetic qualities and exterior finishes of wall types and roof systems should be consistent with Army Reserve, User, and Installation requirements, the envelope (wall and roof system) selection makeup must be made based on a Life Cycle Cost Analysis; refer to the A/E RFP Preparer Scope of Work. Refer to UFC 1-200-02 and ER\_1110-1-8173 for more detail on this requirement.

3-2.3.1.2 The RFP Preparer to identify what is acceptable for building structure, infill and veneer. 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, AT/FP

requirements, 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. Providing construction costs associated with each potential exterior wall system may need to be discussed further with the USACE PE/A as a part of the RFP preparer's Scope of Work.

3-2.3.1.3 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.

3-2.3.2 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

3-2.3.2.1 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.

3-2.3.2.2 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.

3-2.3.2.3 AT/FP (UFC 4-010-01) may include (depending on an identified threat) the requirements for windows, doors and glazing systems along with the exterior wall system. There are 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.

3-2.3.2.4 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.

### 3-2.3.3 Roof design and construction

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.

3-2.3.3.1 For individual D/B projects being acquired in an LPTA acquisition, 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.

3-2.3.3.2 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."

3-2.3.3.3 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.

- 3-2.3.3.4 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.
- 3-2.3.3.5 The Army Reserve has developed detailed specifications for their acceptable roofing systems, and these are included in the Outline Technical Specifications.
- 3-2.3.3.6 Acceptable roofing systems – Training Center and similar buildings, in order of preference, see Part 6 of Section 01 02 00.00 48.
- 3-2.3.3.7 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.
- 3-2.3.3.8 ARIMD has determined that an RD may opt to prefer shingles over standing seam metal roof, and modified bitumen over EPDM. If the RD does so, the order of the systems in Part 6 will need to be changed.
- 3-2.3.3.9 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.

### **3-2.4 Structural Building Materials and Systems**

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.

- 3-2.4.1 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.
- 3-2.4.2 Light-gauge steel trusses are acceptable for sloped roof structure.
- 3-2.4.3 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.

### **3-2.5 Mechanical and Plumbing Building Materials and Systems**

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.

#### **3-2.5.1 Mechanical and Plumbing Deliverables**

Prepare design criteria and include design narrative and design calculation parameters. Include project 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 Part 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.

#### **3-2.5.2 HVAC and Energy Compliance Requirements**

The Master 01 02 00.00 48 Statement of Work and the Outline Technical Specifications provide detailed guidance for an example of one of the typical Army Reserve HVAC system choices for the typical Army Reserve Training Centers, OMS and Unheated Storage Buildings. These paragraphs are intended to be adjusted based on the energy goals, preliminary energy analysis and LCCA developed by the RFP Preparer. Additional project specific user requirements shall be added to the applicable Parts of 01 02 00.00 48 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. Refer to paragraph 2-7 SUSTAINABILITY for further information on preparation of Life Cycle Cost Analysis (LCCA) and Energy Compliance Analysis (ECA).

#### **3-2.5.3 Heating Fuel**

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.

#### **3-2.5.4 Water Supply Analysis**

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 analysis will be based on the results of a waterflow test conducted during preliminary site investigations. The local fire department should be contacted to obtain any special local requirements, including backflow prevention.

3-2.5.4.1 RFP Preparer shall obtain water hardness from local water utility. Indicate in Part 9 of Section 01 02 00.00 48 whether water treatment for hardness or other conditions will be required.

### 3-2.5.5 Fire Sprinkler Protection Requirements

The expected storage materials, including the use of plastic storage cases, must be considered in developing the fire sprinkler protection requirements for the Fire Protection Part of Section 01 02 00.00 48. Consideration for future unit use and maximum expected hazard provides future flexibility without requiring a complete rework of the system.

### 3-2.6 Electrical Building Materials and Systems

This Section includes design information associated with electrical power distribution, lighting, fire alarm, security, public address, and lightning protection. Part 4 of Section 01 02 00.00 48 should contain only site work such as power and site lighting. Systems within and on the building should be in Part 10. Most pertinent criteria is in UFC 4-171-05 and the Outline Technical Specifications. Do not add redundant criteria.

#### 3-2.6.1 Site Electrical

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.

When a project is on a military installation the project is responsible for all the work associated with bringing power to the facility, unless the electric utility has been privatized. If the utility has been privatized, the scope would be determined by the service provider (utility). If the utility has not been privatized, the scope for the RFP is to include, but is not limited to, high voltage underground and/or overhead distribution, high voltage switchgear, and pad-mounted transformers. Clearly describe the scope of work in detail and add required compliance with the installation's criteria and UFC 3-550-01 in Part 4 and list the criteria in Section 01 02 00.00 48 Part 2.

- 3-2.6.1.1 Describe power connections to site features such as security gates, card readers, and User-furnished equipment that are not in standard Statement of Work as required.
- 3-2.6.1.2 Avoid utility easements on Government real property if at all practical.
- 3-2.6.1.3 Site Lighting. MEP and POV parking area lighting is required.
- 3-2.6.1.4 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 Reserve energy conservation guidance.
- 3-2.6.1.5 Verify if roadway or walkway lighting should be added to the scope of work.

### 3-2.6.2 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.

The emergency generator mentioned in UFC 4-171-05 is uncommon for AR facilities, but if it is authorized, describe the spaces and systems to be provided with emergency power in detail in Part 4 and add required compliance with UFC 3-550-01 in Part 4 and list the criteria in Part 2. If only an automatic transfer switch (ATS) is authorized for a future connection to a GFGL generator, add a requirement for the Contractor to test the ATS using a Contractor provided temporary generator and load bank sized for the anticipated emergency load.

### 3-2.6.3 Interior Lighting

Add special requirements such as architectural/designer fixtures, dimming, etc. If RD, Users or conditions warrant specifying particular fixtures, provide direction in RFP.

### 3-2.6.4 Fire Alarm and Mass Notification System

Add requirements for location of the Fire Alarm and Mass Notification Control Panel (FMCP) and Remote Annunciator Panel (FAA) in Part 13. Location may vary depending on the direction of the Authority Having Jurisdiction (AHJ).

- 3-2.6.4.1 Add requirements for location of the Mass Notification System (MNS) Local Operator Console (LOC).
- 3-2.6.4.2 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.
- 3-2.6.4.3 Indicate requirements for magnetic door holders. Typical locations are: Assembly hall interior exit doors, enclosed elevator and other enclosed lobby doors.

### 3-2.6.5 Special Requirements

- 3-2.6.5.1 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.
- 3-2.6.5.2 Electronic Security Systems – There are two separate security systems for typical Army Reserve projects, a Government-provided Intrusion Detection System (IDS) and a Contractor-provided Physical Access Control System (PACS).
- 3-2.6.5.3 The IDS system is an empty conduit system for a Government-provided IDS in Arms Vaults and SIPRNET Cafés.
- 3-2.6.5.4 The PACS is a complete Physical Access Control System provided by the Contractor. Provide pertinent requirements. Discuss controlled door locations with the PDT and indicate locations in the RFP.

### 3-2.7 Telecommunications Materials and Systems

#### 3-2.7.1 Site Telecommunications Service

Coordinate the point of connection for telecommunication services. The USAR G6 office is responsible for coordinating for and procuring the actual services. For projects that are not on a military installation, the Contractor is typically responsible for pathways from the Entrance Facility (EF) to a designated location at or near the project property line. For projects on a military installation there may not be an EF and the conduits may terminate in the Main TR, the pathway may extend well past the project limits and the Contractor is also typically responsible for OSP cabling from the Main TR to the point of connection designated by the installation NEC.

To clarify – The TER on a project located on a military installation is considered to be located where the ARNet router is located. This is typically in an installation facility, not the AR Training Building. Therefore, for projects on military installation, the Training Building will not need a TER. Change “TER” in the project documentation to “MAIN TR”.

Verify the correct scope of work and describe it in Part 15 of Section 01 02 00.00 48.

### 3-2.7.2 Telecommunications Premises Distribution

- 3-2.7.2.1 The scheme indicated in the Statement of Work by reference to the ARNEC ITC includes infrastructure provided by the Contractor and GFGI telecommunications system with VoIP phones. If the project is on a military installation and the installation can provide the telecommunications services to support the facility, the type of system may be different. When the project is on a military installation, verify the correct scope of work and describe it in Part 15 of Section 01 02 00.00 48.

### 3-2.7.3 SIPRNET Spaces

- 3-2.7.3.1 Only one type of SIPR space is allowed per project. During RFP development, the PDT shall discuss and make a recommendation to the ARIM-D project officer and the ARIM-D project officer shall give direction on which type of SIPR space will be required. Edit the RFP as needed.

### 3-2.7.4 Cable Television Service (CATV)

- 3-2.7.4.1 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. The CATV service typically terminates in the EF. However, on a military installation, there may not be an EF. Therefore a small EF just for the CATV may be necessary. Verify the correct scope of work and describe it in Part 15 of Section 01 02 00.00 48.
- 3-2.7.4.2 Refer to the Design Guide for minimum requirements for CATV outlet number and locations. Users may request additional CATV outlets, frequently in Break Areas and Physical Readiness rooms. The RFP Preparer should discuss with the PDT where additional CATV locations are desired, and provide that information in the Room-by-Room Supplemental Requirements..
- 3-2.7.4.3 If CATV service is not available, provide outlets required and provide conduit stub out for future service. The conduit for future service may be included in the two 4-inch conduits from the property line to the EF called out in the ARNEC ITC. The conduit for future may be a conduit to the roof with weatherhead for a future satellite dish. Verify the correct scope of work and describe it in Part 15 of Section 01 02 00.00 48.

## 3-3 BUILDING CODES AND OTHER DESIGN CRITERIA

### 3-3.1 Building Codes

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 Protective Design Center (PDC)**

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 to be prepared by USACE Contracting**

The following Sections are to be prepared by USACE 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 that the RFP doesn't address or contradict information in the Sections.

00 10 00	Solicitation
00 21 00	Instructions
00 22 00	Supplementary Instructions
00 45 00	Representations and Certifications
00 70 00	Conditions of the Contract
00 73 00	Supplementary Conditions

#### 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 Provisions

### 07/18 version

#### General Recommendations:

- a. Numbering of recommendations below corresponds to paragraph numbers in Section. If the version is updated, paragraph numbers may have changed as well.
- b. All paragraphs 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. Also see bold face 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. When deleting a , note paragraph title as “NOT USED”. Do not renumber paragraphs.
- 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 paragraph from the body of the Section, leave the title of the paragraph, and add “NOT USED” at the end of the title. Do not renumber paragraphs.
- h. No paragraph that includes FAR, USACE Acquisition Instruction (UAI), DFAR or AFAR 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 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 paragraphs:

Note: The paragraph numbers noted relate to the specification paragraph numbers. If there are no comments noted for certain specification paragraph numbers, no RFP Preparer action is required and the paragraph should be incorporated into the RFP.

Part 1 General – RFP Preparer to verify the attachments that are to be provided with this specification section as noted.

1.2 Submittals - Coordinate required submittals and desired review action with USACE Construction, if required for government review note as ‘G’ . 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.

## SD-01 Preconstruction Submittals

RFP Preparer to add “Equipment or items containing radioactive material permit or license; G, See Para. 1.37”

### 1.3 Commencement, Prosecution and Completion of Work

1.3.2 Additional Requirements/Clarifications of Work Included Within the Contract Furniture is typically GFGI for Army Reserve projects,

(a) Furniture installation should be retained in the (a) subparagraph.

(b) RFP Preparer to coordinate with the USACE PE/A for the calendar days for furniture installation in the (b) subparagraph.

(c) Furniture liquidated damages amount in (c) subparagraph to be coordinated by the RFP Preparer with the USACE PE/A.

1.5 Exclusion of Periods in Computing Completion Schedules - This paragraph is intended for Civil Works projects, but the RFP Preparer shall verify whether Installation, local authorities, USACE Construction or other Government PDT members will prohibit work in any specific time periods, and edit accordingly.

1.7 As-Built Documents for Design Bid Build Projects – RFP Preparer to note as NOT USED.

### 1.8 As-Built Documents for Design Build Projects

1.8.2.2 As-Builts Prepared by Contractor – RFP Preparer shall edit the third subparagraph appropriately for the withholding amount to be based on the contract award amount.

1.8.2.3 As-Builts Prepared by Others – RFP Preparer to note this paragraph as NOT USED

1.8.4 Computer Aided Design and Drafting (CAD) Drawings – subparagraph 1) note that the RFP contract drawings should be compatible with the Using Agency’s system and this subparagraph should be edited accordingly.

1.8.5 Partial Occupancy – RFP Preparer shall determine if partial occupancy is a project requirement and edit this paragraph accordingly; if not, note this paragraph as NOT USED.

### 1.8.6 Preliminary (Working) As-Built Drawing Submittal

a. RFP Preparer to edit six (6) weeks before the Contract Required Completion Date of this facility by the Government. Remove the reference to occupancy.

b. The RFP Preparer shall edit to require the submittal of one (1) half size bond paper copy along with one (1) DVD containing the native electronic drawing files and one (1) pdf of the as-built drawing set.

- c. RFP Preparer shall edit the contractor shall complete the corrections and return the working as-built marked drawings to the Contracting Officer within ten (10) calendar days.
- d. RFP Preparer to edit to include the sentence “Upon approval, the working as-built drawings shall be returned to the Contractor for use in preparation of the final as-built drawings.”
- e. RFP Preparer to delete the last sentence “Upon approval, the working as-built drawings will be used by the Government for preparation of digital as-built drawings by others.”

#### 1.8.7 Final As-Built Drawings

- a. RFP Preparer to edit second paragraph to delete reference to “When”, electronic cad files are a part of the as-built process.
- b. RFP Preparer to edit the third paragraph to delete the reference to ‘When”, BIM models are a part of the as-built process.
- c. RFP Preparer to edit the last sentence of the fourth paragraph to include “and electronic models.”

#### 1.9.1 Real Property Equipment – As per the Edit note, use Option #2 for Army Reserve projects.

RFP Preparer to edit the first subparagraph to indicate one (1) hard paper copy and three (3) copies in electronic format on DVD.

Maintenance and Parts Data – At the end of this paragraph, the RFP Preparer to add the requirement of three (3) copies in electronic format on DVD.

#### 1.9.2 O&M and Repair Manuals – As per the Edit note, use Option #2 for Army Reserve projects.

RFP Preparer to edit to indicate an amount of \$20,000 shall be withheld until submittal and acceptance/approval of O&M manuals is complete.

#### 1.9.3.1 Training Course – RFP Preparer to edit to indicate a minimum of 1 hour of training shall be provided for that component or system.

RFP Preparer shall delete the last [ ] sentence since the Army Reserve projects are to use paragraph 1.9.3.2.

#### 1.9.3.2 Training Recording – As per the Edit note, use this paragraph for Army Reserve projects.

1.10 Availability of Utilities – As per the Edit Notes the RFP Preparer needs to coordinate the needs of the contractor and the user to determine what utilities are available to the contractor and how they will be handled.

RFP Preparer to 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.

1.11 Quantity Surveys – RFP Preparer shall determine if quantity surveys are a project requirement and edit this paragraph accordingly, if there is no specific project requirement indicate this paragraph as NOT USED.

1.12 Performance of Work by the Contractor – RFP Preparer to verify with USACE PE/A which paragraph is applicable to the procurement.

1.13 Superintendence of Subcontractors – RFP Preparer to review with USACE 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.

1.14 Identification of Employees subparagraph a – RFP Preparer to verify with USACE Resident Engineer or Installation DPW if contractor fingerprints are required.

1.16 Warranty of Construction subparagraph b – RFP Preparer to coordinate with USACE Resident Engineer or Installation DPW at the Final Design Review Meeting.

RFP Preparer to edit to include subparagraphs a(1)(a) along with b. Warranty Management.

RFP Preparer to edit subparagraph d. Pre-Warranty Conference to note that the conference is to be scheduled as a part of paragraph 1.42 Red Zone Meeting.

Subparagraph e; add “Code 1 - Communications Systems”

[Edit note – Required warranties are indicated in the Outline Technical Specifications. RFP Preparer to confirm with USACE Construction any required extended warranties on mechanical equipment and controls, roofing and other items or systems.]

1.17 Salvage Materials and Equipment – NOT USED in new construction, RFP Preparer to verify if items need to be addressed for Full Facility Revitalization (FFR) projects associated with existing facilities. RFP Preparer to coordinate with potential demolition being addressed in specification section 01 02 00.00 48 Part 1 paragr1ph 1.7.2 or section 02 41 00 : Demolition.

Where addressed, provide description of items and desired action to be taken, including where the items are to be delivered.

1.18 Identification of Government-Furnished Property (GFP) subparagraph a – Typically this would-be “Truck at the project site”. For an Army Reserve Center, subparagraph b would be two (2) “Minuteman” plaques, 30” in diameter, one (1) aluminum exterior and one (2) bronze interior. Refer to UFC 4-171-05 paragraph 3-5.2.4 for additional information on the plaques.

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.

1.19 Project Sign – Edit note indicates to use Version 2.

The RFP Preparer is to be aware that Part 1 General of this section indicates an attachment to this Section for “Construction Project Sign Details”; provide the attachment to the spec.

Edit the ‘Version 2’ subparagraph c to delete [The upper 2’ x’ 2’ left....]

1.20 Time Extensions for Unusually Severe Weather – RFP Preparer to request monthly anticipated adverse weather delay work days from USACE PE/A.

1.21 Wage Rates – RFP Preparer to request Wage Decision rates from the USACE PE/A.

1.22 Purchase Orders – RFP Preparer shall determine if purchase orders are a project requirement and edit this paragraph accordingly, if there is no specific project requirement indicate this paragraph as NOT USED.

1.23 Interference with Traffic and Public and Private Property subparagraph b, RFP Preparer to edit as appropriate.

1.24 Sequence of Work – RFP Preparer shall determine if sequence of work is a project requirement and edit this paragraph accordingly, if there is no specific project requirement indicate this paragraph as NOT USED.

1.25 Government Field Offices Facilities and Services – NOT USED ; RFP Preparer to make reference to Section 01 50 00.

1.26 Compliance with Post/Base Regulations - Verify Installation provisions for Contractor construction personnel and deliveries (other than identification requirements in Clause 1.18 above), and consider incorporating any that are likely to appreciably impact Contractor’s work. If not on an Installation, delete.

1.27 UAI 5152.231-9000 Equipment Ownership and Operating Expense Schedule subparagraph b – as noted Region [RFP Preparer to insert Roman numeral of the appropriate region of the project from the Map of Regions.]

1.31 Contractor Security Training/Facility Access Requirements – Use the first subparagraph 1 as indicated in the Edit Note for projects located on an Army controlled Installation, facility or area.

1.32 Insurance – Work on a Government Installation – RFP Preparer to verify if the risk to the Government property is great and revise as appropriate.

1.33.1.1 Equipment Operating, Maintenance and Repair Manuals, Hard Cover Binders – RFP

Preparer to indicate that two (2) bound hard copies of the manual are to be provided along with three (3) electronic copies on DVD.

1.36 Haul Roads – RFP Preparer shall determine if haul roads are a project requirement and edit this paragraph accordingly, if there is no specific project requirement indicate this paragraph as NOT USED.

1.37 Radioactive Material/Equipment – RFP Preparer to revise this paragraph as follows: **“All equipment (e.g. nuclear density gauges) or items containing radioactive material brought onto any military or private installation must be licensed by the Nuclear Regulatory Commission, and or State/Local authorities having jurisdiction. Some locations are considered a non-agreement sites with respect to reciprocity with State permits and special permitting may be required prior to accessing the site with the equipment. Be aware that there may be several week review and processing periods that vary from location to location. A copy of any obtained permit or license must be provided to the Contracting Officer.”**

1.38 Construction/Site Management Standards for Construction on Air Mobility Command (AMC) Installations – NOT USED

1.40 Environmental Protection Clause Tank Cleaning and Painting – RFP Preparer to verify if items need to be addressed for Full Facility Revitalization (FFR) projects associated with existing facilities and edit accordingly, if it does not apply to the project this paragraph should be noted as NOT USED.

1.42 Red Zone Meeting – RFP Preparer to coordinate noted 42 or 60 calendar day options with USACE PE/A.

a. RFP Preparer to add reference for the Pre-Warranty Conference as noted in paragraph 1.16.d to be scheduled to occur as a part of the Red Zone Meeting.

1.43 Restricted Access to Wickham Avenue – The specification edit note indicates Fort Campbell, but this may apply to other locations. RFP Preparer shall determine if restricted access is required to any adjacent streets or roads is a project requirement and edit this paragraph accordingly, if there is no specific project requirement indicate this paragraph as NOT USED.

1.44 Partnering – RFP Preparer shall confirm Partnering participants and edit accordingly. RFP Preparer to provide the following partnering paragraph and edit paragraphs 1.44.1 Formal Partnering accordingly with input from the USACE PE/A and the Construction office:

“In order to most effectively accomplish this contract, the Government proposes to form a partnership with the Contractor to develop a cohesive building team. It is anticipated that this partnership would involve Project Delivery Team members from the Corps of Engineers, Program Sponsor, facility user representatives, the Contractor, primary subcontractors, and the designers. The partnership will draw upon the strength of each organization in an effort to achieve a project that is without any safety mishaps, conforms to the Contract, stays within budget and on schedule. The Government encourages partnering to be initiated near the beginning of the Contract and endure through the life of the Contract.”

NOTE: Use this clause on all projects. For Design Build projects, use the Formal Partnering

paragraphs.

“Formal facilitated partnering will normally be used on projects that are technically complex, with compressed durations, and more complex or unusual projects. The decision to require Formal or Informal partnering shall be determined and finalized by the PDT prior to preparation of Ready To Advertise contract documents.”

Consider using Informal Partnering when the Contractor, Government and the Supported Commands are already familiar with each other from similar recent contracts.

#### 1.44.1 Formal Partnering

“A partnering workshop shall be held within 30 calendar days of NTP. The Initial Partnering Session shall be scheduled for a minimum one day duration. The partnering session may take place concurrently with the Pre-Construction Meeting. The workshop shall be led by an independent facilitator experienced in conducting Partnering Workshops. The facilitator shall be selected as mutually agreed upon by both the Government and the Contractor, from a list of facilitators constituted of those that may be suggested by either the Contractor or the Government. The Facilitator shall be responsible for the development of the workshop agenda and for leading the team in a timely manner to make sure that issues are identified and resolved.

The Contractor and Government will bear their own respective labor and travel expenses. The partnering session venue will be provided by the Government, preferably at a place off the construction site to avoid disturbances. The Government will pay for costs to provide the venue, and the Contractor shall pay the costs of the independent facilitator, including fees and incidental costs such as those incurred by the facilitator for travel, handout reproduction, audio-visual equipment, highlighters, pads and other items customarily provided by, or necessary for the facilitator's use.”

#### 1.44.2 Partnering Participants

Participants shall include the Corps of Engineers, Contractor personnel, and personnel of primary subcontractors. Additionally, the following shall be invited to attend: the customer/end user, the designers [, Program Sponsor, Department of Public Works,] and other stakeholders deemed appropriate by the Contracting Officer. Consideration should be given to inviting utility companies and permit agencies where long lead times and/or extensive work or relocations affect the Contractor's performance of the work.

#### 1.44.3 Follow-On Partnering Sessions

The Government encourages partnering to be initiated near the beginning of the Contract and endure through the life of the contract. Follow-on Partnering Sessions should be scheduled to be for approximately four hours in duration and on a frequency of approximately three to six month intervals, as dictated by the needs of the Project. Follow-on meetings may be held at a location off-site, at the project site, or in a Government Facility and may be scheduled for convenience, concurrent with other scheduled meetings. Attendees need only be those required to resolve current issues.

If mutually determined necessary by the Contractor and Government because of project concerns, the partnership may consider holding an additional formal partnering session. Scope and scheduling for an additional formal partnering session shall be agreed to by both the Contractor and the Government. The workshop shall be led by an independent facilitator experienced in

conducting Partnering Workshops. The facilitator shall be selected as mutually agreed upon by both the Government and the Contractor. However, if a formal partnering session was already conducted, consideration should be given to utilizing the same Facilitator from the Initial Partnering session to achieve best results and for continuity.

The Contractor and Government will bear their own respective labor and travel expenses for an additional formal partnering session. The partnering session venue will be provided by the Government, preferably at a place off the construction site to avoid disturbances. The Government will pay for costs to provide the venue, and the Contractor shall pay the costs of the independent facilitator, including fees and incidental costs such as those incurred by the facilitator for travel, handout reproduction, audio-visual equipment, highlighters, pads and other items customarily provided by, or necessary for the facilitator's use.

1.45 Progress Photographs – Edit Notes indicate to use Version 1.

RFP Preparer to provide recommendation to the USACE PE/A on the location and number of views desired.

1.46 Damage to Work – Edit Note indicates to use Version 1.

1.47 Signal Lights – NOT USED

1.48 Lake Operation – NOT USED

1.49 Proposed Betterments – NOT USED

1.50 Sequence of Design/Construction – Edit Note indicates to use Version 2 Fast-Track Design Sequence – RFP Preparer to 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.

RFP Preparer to coordinate this paragraph with the requirements of specification section 01 03 00.00 48 : Design Submission Requirements After Award.

1.52 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. RFP Preparer to 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.

RFP Preparer to edit the second paragraph to address the specific design disciplines that are to be registered for the project.

RFP Preparer to 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.”

1.53 Design/Build Contract – Order of Precedence, RFP Preparer to edit subparagraph b (1) Betterments – NOT USED.

1.54 Design Conferences – RFP Preparer to add “See Section 01 03 00.00 48 for Design Conferences.” Delete subparagraphs a, b and c since they are addressed in Section 01 03 00.00 48.

1.56.b Warranty of Design (Firm-Fixed Price Design-Build Contract) – RFP Preparer to edit the reference to Government’s beneficial occupancy and in the last sentence of this paragraph replace both locations with Government’s substantial completion.

1.58 Value Engineering After Award – NOT USED

**Section 01 02 00.00 48 - Statement of Work**

Obtain current version from Louisville's Army Reserve Customer website, at:

<https://www.lrl.usace.army.mil/Missions/Engineering/Specs.aspx>

**Section 01 03 00.00 48 – Design Submission Requirements After Award**

Obtain current version from Louisville’s Army Reserve Customer website, at:

<https://www.lrl.usace.army.mil/Missions/Engineering/Specs.aspx>

**Section 01 04 00.00 48 – The Design/Build Process**

Obtain current version from Louisville’s Army Reserve Customer website, at:

<https://www.lrl.usace.army.mil/Missions/Engineering/Specs.aspx>

## **Section 01 32 01.00 06 – Project Schedule**

### **07/18 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 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 USACE PE/A and Construction personnel to verify appropriate editing.
- .c. The Section should require little editing..

#### Recommendations for editing of specific paragraphs:

1.2 Submittals –. Verify all submittals required by this Section are listed here and designate if the submittals are to be Government reviewed ‘G’ or for information only.

1.3 Quality Assurance – consider selecting: “..have previously developed, created and maintained at least two (2) electronic schedules for projects similar in nature and complexity to this project.....”

## **Section 01 33 00.00 06 – Submittal Procedures**

### **06/18 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. Also see editing notes within Section. The Section should require little editing.

#### Recommendations for editing of specific paragraphs:

##### 1.3 Submittals

SD-01 Preconstruction Submittals, indicate that Design Submittals are addressed in specification section 01 03 00.00 06 as indicated in paragraph 3.1.

SD-11 RFP Preparer to delete reference to Closeout Submittals and indicate Real Property Record, DD Form 1354.

1.4 .1 Designer of Record (DOR) Approved - RFP Preparer to edit to include the bracketed text "and commissioning of HVAC equipment whose compatibility with the entire system must be checked."

1.4.1 Revise the reference to Section 01 03 00.00 06 to be "01 03 00.00 48". 01 03 00.00 48 is defined by LRL, and edited by the RFP Preparer.

1.4.2 Information Only Government Reviewed Design or Extension of Design – RFP Preparer to edit the third paragraph to include "and HVAC equipment commissioning".

1.5 Electronic File Format – RFP Preparer to verify with USACE Resident Office if hard copy (paper) and/or electronic format submittals are both required.

Delete the last two sentences if hard copies are not required.

If hard copies are required, revise the last sentence to indicate the quantity of copies required as noted in paragraph 3.6.1.

3.1 Design Submittals Register – RFP Preparer to edit to include the last sentence to reference Section 01 45 01.10 48.

3.2 Real Property Record Draft, DD Form 1354 – RFP Preparer to edit to include paragraph a. the DD Form 1354 Data Sheets contain...”. The second provided paragraphs a and b are not required.

3.6.1 Procedures – RFP Preparer to edit to indicate quantity and type of submittals required.

## **Section 01 33 29.00 06 – Sustainability Reporting**

### **November 2017 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 USACE 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 Attachments A and B.

#### **Recommendations for editing of specific paragraphs:**

1.3 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.

1.5.1 Design Phase – Removed bracketed sentence referring to Section 01 11 07 SUSTAINABILITY REQUIREMENTS.

1.5.2.1 Sustainability Action Plan – Edit to require (five) discs.

1.5.2.2 Sustainability eNotebook – Edit to require (five) discs.

1.5.2.3 High Performance and Sustainable Building Checklist –

- A. Retain the first paragraph.
  - a. Remove the AF (Air Force) Record Card reference and weblink. Retain the Army reference.
  - b. References to the Army E&S Record Card are to remain. As is the reference to the LDMDG for instructions to complete the form.
  - c. Ensure both web links are active and correct.
- B. Remove the second paragraph, including the reference to the E&S Record Card as an attachment to this specification section. The first paragraph provides the location for the Contractor to download the most current version of the form.

1.6.1 Commissioning – Remove the [01 46 00.10 06] spec reference, retain [01 46 00.00 06] TOTAL BUILDING COMMISSIONING. Section 01 46 00.10 06 is intended for independent commissioning, and is not normally used on Army Reserve projects. Verify with the USACE PE/A if there are any questions.

1.6.5 Indoor Air Quality During Construction –

- A. Edit the bracketed second paragraph to clarify new construction versus renovation requirements.
- B. Edit the third paragraph to indicate applicable buildings (i.e Training Center, OMS, etc) and related 'areas' of air flushing.

1.6.10 Waste Material Management (Recycling – Construction) – Edit to retain the first bracketed paragraph (reference to 01 74 19 CONSTRUCTION AND DEMOLITION WASTE MANAGEMENT). Delete the second bracketed paragraph.

1.6.11 Retain, to prohibit renewable energy certificates (RECs).

1.6.11.2 Delete unused paragraph.

1.7.1 LEED – First paragraph – Delete the entire first paragraph.

1.7.1 LEED – Second paragraph –

- A. Edit version of LEED to which the project is to be certified, and level (i.e. Silver). Clarify certification is required for each building; Training Center, OMS, and Master Site (based on project type and scope).
- B. Edit to select the 'Certified Final design submittal' for the timeline for the Contractor to submit to GBCI for Design Review.
- C. RFP Preparer - Note that this paragraph does not note anything about project registration (refer to paragraph 1.7.1.2).

1.7.1.2 Registration –

- A. The typical approach is to have the Contractor register the project with GBCI. The RFP Preparer is to verify the registration approach with the USACE LRL PE/A for each project. The RFP Preparer's Scope of Work may require registration during RFP preparation.
- B. For projects to be registered by the Contractor:
  - a. Retain the first bracketed paragraph, and delete the second bracketed paragraph.
  - b. Add a sentence to the beginning of the first bracketed paragraph to read "The Contractor shall register the project (including multiple buildings and Master Site, if applicable) with GBCI (LEED Online)."
- C. For projects to be registered by the RFP Preparer (Government or A/E):
  - a. Retain the second bracketed paragraph, and delete the first bracketed paragraph.

#### 1.7.1.3 LEED Project Checklist –

- A. Edit the title of the paragraph from ‘LEED Project Checklist’ to ‘LEED Credit Guidance Checklist’
- B. Edit the paragraph to indicate the following text:

Attachment A, LEED Credit Guidance Checklist, identifies LEED credits as “Required” (including but not limited to Prerequisites), “Preferred”, or “Not Permitted” for this project; both Design and Construction related. Other credits may be pursued by the Contractor to meet the required LEED certification, unless noted otherwise in Specifications or referenced documents. Comply with the requirements for each credit utilized and provide associated documentation required by the Green Building Certification Institute for LEED Certification.

- C. The RFP Preparer is to complete and attach the LEED Credit Guidance Checklist, available on the Army Reserve Customer Website.
  - a. Indicate project specific ‘Prerequisites’, and credits which are ‘Required’ by the USACE LEED Implementation Guide.
  - b. Indicate which credits are ‘Not Permitted’, usually based on Installation, site conditions, or project specific restrictions.
  - c. A credit indicated as ‘Preferred’ is usually indicated as such based on Installation or RD preferences, but with no official requirement. Discuss and verify acceptance of these credits being classified as Preferred, by the Project Officer.
  - d. If there isn’t a reason or criteria which classifies a credit as a Prerequisite, Required, Preferred, or Not Permitted, those credits should be left without an indicator (blank value) on this checklist.

#### 1.7.1.4 LEED Correction Plan –

- A. Edit the first sentence to read: “No variation or substitutions to the Prerequisite and Required LEED credits identified for this contract are permitted without written consent from the Contracting Officer.”

1.7.2 USGBC Guiding Principles Assessment – At the time of the creation of this RFP editing summary, this approach is not allowed. Remove this paragraph, and all related subparagraphs, unless otherwise directed by USACE LRL.

1.7.3 GBI Guiding Principles Certification - At the time of the creation of this RFP editing summary, this approach is not allowed. Remove this paragraph, and all related subparagraphs, unless otherwise directed by USACE LRL.

- Attachment A Cover Sheet – “High Performance and Sustainable Building Checklist” is not applicable, per the notes in paragraph 1.5.2.3 above. Remove this cover sheet.

- Attachment B Cover Sheet –Rename the title of the attachment to be “Attachment A - LEED Credit Guidance Checklist”.

## **Section 01 35 26.00 06 – Government Safety Requirements**

### **05/19 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section. Select the “Army Reserve D/B RFP projects” 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:

1.2 Submittals -. Verify all submittals required by this Section are listed here. Note that all submittals are provided to the Resident Office (RO) so there is no reason to note RO behind the Government “G” submittals.

1.2 Submittals - Determine safety personnel required for project, and edit accordingly.

1.5.1.1 SSHO - Subparagraph a – RFP Prepared to edit the SSHO to be assigned not other duties except being the SSHO, shall not be the CQC Systems Manager or Superintendent.

If the construction cost of the project is less than \$2M, discuss with the USACE Construction office if the SSHO, but may have duties as the CQC System Manager and the Superintendent.

1.51.1 SSHO - Subparagraph a – RFP Preparer to coordinate with the USACE Construction the required professional certificates for the SSHO.

1.5.1.1 SSHO – Subparagraph b .

(1) RFP Preparer to edit to indicate Construction Industry.

(2) RFP Preparer to edit to indicate or a College graduate with Five (5) years of Construction Industry safety experience on similar projects...

(3) RFP Preparer to edit to indicate 24 hours of documented formal or on-line safety and health related coursework in the past one year.

(4) RFP Preparer to edit depending on the specific project requirements, but typically to include selection, use and maintenance; hazard communication; excavation; scaffolding; fall protection; confined space; health hazard recognition.

1.7 Accident Prevention Plan (APP) – paragraph a - RFP Preparer to delete those that don't apply. Edit for specifications included in RFP.

1.7 APP paragraph b – RFP Preparer to edit to indicate 15 calendar days.

1.12.1 Accident Reports – RFP Preparer to edit to indicate 5 calendar days but coordinate with USACE Construction.

1.12.6 Crane Certificate of Compliance – RFP Preparer to delete reference to “Cranes at DOD activities in foreign countries...”.

3.2 Pre-Outage Coordination Meeting – RFP Preparer to edit this paragraph depending on if the utilities are owned by the Installation or if owned by a public utility

## **Section 01 42 00 – Sources for Reference Publications**

### **11/14 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**

**06/18 version**

The Section should require little editing.

## Section 01 45 04.10 06 – Contractor Quality Control

### 08/17 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 USACE 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:

##### 1.3 Submittals –

SD-01 - RFP Preparer add Design Quality Control Plan with Government “G” review.

SD-01 – RFP Preparer edit Construction Quality Control Plan with Government “G” review, delete reference to RO.

##### 3.5.2 CQC Systems Manager Qualifications and Duties – RFP Preparer shall edit this paragraph as follows:

- a. The CQC System Manger shall be either a graduate engineer, graduate architect, or a graduate of construction management with a minimum of 5 years of construction experience on construction similar to this contract or a construction person with a minimum a minimum of 10 years in related quality management work. (Note, the years of experience may need to be adjusted for larger or more complex projects and should be revised accordingly.)
- b. No required changes in this paragraph.
- c. The CQC System Manager shall be assigned no other duties except being the CQC System Manager. Shall not be the SSHO or the superintendent. (Note, for a project under \$2M the CQC System Manager shall be assigned as CQC and SSHO, but may not have other quality control duties as identified per the

Experience Matrix Table. Shall not be the superintendent. The RFP Preparer shall review this with the USACE Construction office.)

3.5.3 CQC Personnel – RFP Preparer shall edit this paragraph as follows:

- a. Add paragraph a – The Design Quality Control Manager (DCM) has...
- b. Edit the second sentence in paragraph b to read “These individuals shall be directly employed by the prime Contractor and may not be employed by a supplier or sub-contractor on this project.” (Note for projects under \$2M, these individuals may be employees of the prime or subcontractor”)
- b. Edit the last sentence of paragraph b to read “These individuals in the Experience Matrix Table may perform other duties but must be allowed sufficient time to perform their assigned quality control duties described in the Quality Control Plan.”
- d. Experience Matrix Table – RFP Preparer to edit the noted areas as required for the project.
- e. Experience Matrix Table – RFP Preparer to add reference to SSHO as indicated in specification section 01 35 26.00 06 : Government Safety Requirements paragraph 1.5.1.1

3.7.2 Initial Phase – Subparagraph f – RFP Preparer to insert at least 24 hours depending on the remoteness of the site. Discuss further with the USACE Construction office.

## **Section 01 45 35 – Special Inspections**

### **02/15 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section.

#### Recommendations for editing of specific paragraphs:

- 1.2 Structural Observations – Edit text to indicate that “Structural Observations will be performed by the DOR, or a qualified licensed professional designated by the DOR. The contractor must provide notification to the Contracting Officer 14 days prior to these points in construction.”
- 1.3.12 Statement of Special Inspections – Edit text to indicate “A document developed by the DOR identifying the material, systems, components and work required to have Special Inspections. The Statement of Special Inspections shall be included as part of the DOR’s specifications package.”
- 1.3.13 Schedule of Special Inspections – Edit text to indicate “A schedule which lists each of the required Special Inspections, the extent to which each Special Inspections is to be performed, and the required frequency for each in accordance with ICC IBC Chapter 17. The Statement of Special Inspections shall be developed by the DOR and included as part of the DOR’s specifications package.”

## **Section 01 46 00.00 06 – Total Building Commissioning (Contractor CxA)**

### **09/17 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. It is intended that this specification section be fully edited for a design-build RFP.
- 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. See also editing notes within Section. Note that there are specific edit notes contained within the specification section which provide instructions for editing this section for the requirements of a design-build project.
- e. For design-build projects, a 100% testing strategy for Functional Performance Tests is required. The section and checklists within the appendix should be edited as necessary.
- f. Typical projects will be LEED projects and will require fundamental or enhanced commissioning which will include commissioning of HVAC, lighting, domestic hot water and on-site power and renewable energy systems (if any), energy and water Utility Metering Systems, building envelope, water pumping and mixing systems, irrigation systems, and fenestration control systems.

#### Recommendations for editing of specific paragraphs:

1.47 Sequencing and Scheduling – Revise Specifications cited to indicate related sections, including applicable sections referring to DDC controls, Testing, Adjusting and Balancing, plumbing equipment, lighting systems, and any renewable energy systems included in the project.

Appendix A Owner's Project Requirements – Replace Appendix A 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 Louisville Army Reserve Customer website. Modify the Owner's Project Requirements with any project-specific information that is required to be passed on from the USACE and Users to the design-build contractor and commissioning authority. This process is intended to ensure user input is received, as to minimize the risk of User requested changes after award.

Appendix B Basis of Design – This Appendix is removed for a design-build project, as this is the responsibility of the designer of record.

Appendix C Building Envelope Inspection Checklists – Recommend leaving all checklists in this appendix.

Appendix D Pre-functional Checklists – Edit the checklists based on the perspective systems included in the RFP by the RFP Preparer.

Appendix E Functional Performance Tests Checklists – Edit the checklists based on the prescriptive systems included in the RFP by the RFP preparer. Edit the VAV checklist to indicate 100% testing.

## **Section 01 50 00 – Temporary Construction Facilities and Controls**

### **08/09 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. See editing notes within Section.

#### Recommendations for editing of specific paragraphs:

- 1.2 Submittals – RFP Preparer to verify if all submittals required by this Section are listed here. These submittals are for Government approval, not acceptance.
- 1.3 Construction Site Plan – RFP Preparer to provide this paragraph.
- 1.4 Backflow Preventers Certificate – RFP Preparer to verify if this paragraph is required.
- 1.5 Typhoon Hurricane Condition of Readiness – RFP Preparer to verify if this paragraph is required.
- 2.1.2 Project and Safety Signs – RFP Preparer to change paragraph title to “Safety Signs” – project sign is addressed in Section 00 80 00.00 06 paragraph 1.19 and edit the remainder of the paragraph accordingly.
- 2.2.1 Haul Roads – For most Army Reserve projects, formal haul roads should not be required – if to be provided, RFP Preparer to add reference to Section 00 80 00.00 06 paragraph 1.36.
- 2.2.5 Backflow Preventers – RFP Preparer shall confirm editing of bracketed items with USACE 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 – RFP Preparer to delete if sufficiently addressed in paragraph 1.3 : Construction Site Plan above.

3.3.2 and following 3.3.6 Payment for Utility Services – RFP Preparer to normally deleted unless on an Installation. If on an Installation, coordinate utilities available, requirements, costs, and points of connection with Installation, and edit accordingly. RFP Preparer to coordinate with Section 00 08 00.00 06 paragraph 1.10 : Availability of Utilities.

3.3.7 Telephone – RFP Preparer to note as “Not Used”. (The Contractor cannot provide telephone service for the Government Field Office as provided by paragraph 3.6)

3.4.1 Maintenance of Traffic – RFP Preparer to delete and note as “Not Used” unless required by Installation or jurisdiction.

3.4.1 Protection of Traffic – RFP Preparer to delete and note as “Not Used” unless required by Installation or jurisdiction.

3.4.3 Rush hour restrictions – RFP Preparer to delete and note as “Not Used” unless required by Installation or jurisdiction.

3.5 Contractor’s Temporary Facilities – RFP Preparer to verify with the USACE Construction office if there are any restrictions for the size, location and quantity of trailers.

- a. RFP Preparer to edit that the Government assigned numbers shall be applied to the trailer(s) within 14 calendar days of notification or sooner if directed by the Government.

3.5.2 Administrative Field Offices – RFP Preparer to edit the last sentence to indicate that the Government office and warehouse facilities will not be available to the Contractor’s personnel.

3.5.5 Appearance of Trailers – Subparagraph a – if not on an Installation, delete final 3 words of paragraph.

3.5.7 New Building – Typically deleted for Army Reserve projects and noted as “Not Used”.

3.6.1 Resident Engineer's Office – replace the paragraph with the following:

Provide the Government Resident Engineer with an independent office, a minimum of 300 square feet in floor area, located where directed and provide HVAC, electric lighting and power, and interior toilet facilities consisting of one lavatory and one water closet complete with connections to water and sewer mains and drinking water. Provide a door which can be padlocked. Provide provisions for one Government personnel parking space on the site. Note that a temporary communications services cannot be provided by the construction contract.

Include a 4 foot by 8 foot plan table, a plan table chair, computer work space, a standard size office desk and computer office chair.

Shelving to be provided in several locations as directed.

Provide three 4x8 plastic style meeting tables and 16 plastic seating chairs.

Weekly cleaning of the office shall be required for as long as the office is on site.

At completion of the project, the office will remain the property of the Contractor and be removed from the site.

Utilities will be connected and disconnected in accordance with local codes and to the satisfaction of the Contracting Officer.

3.6.2 Quality Control Manager Records and Field Office – RFP Prepared to edit to indicate 200 sf. Also edit to indicate “Provide either a 1,500 watt radiant heater and a window mounted air conditioner rated at 9,000 Btus minimum or a window mounted heat pump of the same minimum heating and cooling rates.”

## Section 01 57 19.00.06 – Temporary Environmental Controls and Permits

### 09/17 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. 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.
- e. The RFP preparer should identify the State or other authority administering NPDES requirements (the "governing agency").

#### Recommendations for editing specific paragraphs:

- 1.1 References- USACE Safety Manual. EM 388-1-1: Use most recent version of manual in effect at the time of the project.
- 1.2.1 Through 1.2.20 Definitions- Delete paragraphs that do not apply to the project.
- 1.3 Submittals- Edit the end of the first sentence to read "...for information only.". The approval for the Environmental Protection Plan to be "G".
- 1.4 Environmental Protection Requirements- Edit according as applicable to the project.
- 1.5 Special Environmental Requirements- Add requirements only if special requirements are specifically identified in formulation of the RFP for project. Otherwise, delete for this section.
- 1.6 Quality Assurance
  - 1.6.1 Delete if addressed elsewhere as noted in this paragraph as it is only having a supplement to other contract provisions.
  - 1.6.2 Regulatory Notifications- Delete unnecessary regulatory notifications and add specific notifications directly applicable or unique to the project.
  - 1.6.5.1 Pest Control Training- Include if required in the RFP.
- 1.7 Environmental Protections Plan
  - 1.7.1 General Overview and Purpose- Edit as instructed regarding specific plans required in the RFP.
  - 1.7.2 General Site Information

- 1.7.2.1 Include proposed items relating to the project.
- 1.7.3 Management of Natural Resources- Delete items that do not apply to the project.
- 1.7.4 Protection of Historical and Archeological Resources- Delete if these resources are not identified as applicable to the project in the RFP.
  - 1.7.9.6 Monitoring- Not typically required. Include in the RFP only if the prior analysis is conducted and include requirements as identified by Air Pathway Analysis (APA).
- 1.8 Licenses and Permits- Delete subparagraphs “a” and “b” if there is not a list of licenses and permits as applicable to the project and obtained by or to the obtained by Government in the RFP.
- 1.10 Pesticide delivery, Storage and Handling- Retain if Pesticide treatment is required by the RFP.
- 3.2.1 Storm Water Pollution Prevention Plan (SWPPP)- For Design Build projects, delete the bracketed paragraphs.
- 3.2.2 Construction General Permit Requirements- Insert name of State Permitting Agency.
- 3.3 Surface and Ground Water- Reference to specific Licensed Permits, if none, delete this reference and retain first sentence only.
- 3.4 Protection of Cultural Resources- Retain only if Cultural Resources are identified in the RFP.
- 3.5 Air Resources
  - 3.5.1 The Government will not provide applicable permits
  - 3.5.3 Burning is to be prohibited
  - 3.6.2 If Section 01 74 19 is included in the Specification, delete this paragraph and insert reference to section 01 74 19
- 3.7 Waste Management and Disposal
  - 3.7.2.7 Typically, Government landfill sites are not provided, unless on a Government installation. If on an Installation, verify applicability with Installation, and confirm the path forward with USACE and the Project Officer. Delete bracketed text and retain the last sentence.
    - 3.7.7.1.1 Delete bracketed text, unless on site retention and disposal is required in the RFP.
    - 3.7.7.1.2 Generally., keep first set of bracketed text and delete the remaining bracketed texts.
    - 3.7.7.1.3 Delete the applicable text.
- 3.8 through 3.14
  - Retain CFR requirements and delete bracketed referenced Specifications unless contained in the RFP Specifications.

3.17 Pest Management- Not Used. Termiticide requirements are to be included as a Specification reference in Section in the RFP.

Part 4 Environmental Permits and Commitments- Delete paragraphs not applicable to the project.

## **Section 01 74 19 – Construction Waste Management and Disposal**

### **02/19 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 USACE 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:

- 1.3 Construction Waste – RFP Preparer to edit to indicate 60 percent by weight of the project from the landfill.
- 1.6 Meetings – RFP Preparer to edit to indicate Section 01 45 04.10 06 : Contractor Quality Control.
  - a. In subparagraph a, select preconstruction unless project has appreciable demolition requirements.
  - b. In subparagraph b, select Quality Control.
- 1.7 Construction Waste Management Plan – RFP Preparer to edit to indicate after notice to proceed.
  - a. Verify if the RFP is providing Section 02 41 00 : Demolition and Deconstruction.
  - b. Subparagraphs l, m, n, o and p – RFP Preparer to verify if these subparagraphs are required and delete is not required.
  - c. After Subparagraph p – RFP Preparer to edit to indicate “Distribute copies of the waste management plan to each subcontractor, Quality Control Manager and the Contracting Officer.
  - d. Delete second paragraph about demolition accomplished by other parties on this project site.
- 1.9 Final Construction Waste Diversion Report – RFP Preparer to edit to indicate “Provide Final Construction Waste Diversion Report 60 calendar days prior to Contract Required Completion Date.”
- 1.10.2 Co-Mingled Method – RFP Preparer to edit to use this paragraph.
- 1.10.3 Other Methods – RFP Preparer to edit to use this paragraph.

1.11.1 Reuse – RFP Preparer to edit the last sentence to read “Sale of recovered materials is not allowed on an Installation.

1.11.3 Compost – RFP Preparer to note as Not Used.

## **Section 01 78 23 – Operation and Maintenance Data**

### **08/15 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 USACE PE/A and Construction personnel to verify appropriate editing.
- d. See also USACE editing notes within Section.

#### **Recommendations for editing of specific paragraphs:**

- 3.1 Revise noted Beneficial Occupancy to Contract Required Completion Date.

## APPENDIX B1

*[ RFP Preparer – This is a Sample Project Table of Contents for Single-Phase Solicitation or Second Phase of Two-Phase Solicitation. ]*

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

#### **Table of Contents**

#### **Volume A**

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#### **Division 00 – Procurement and Contracting Requirements**

*[RFP Preparer - Sections in Italics are provided by the Louisville District. Coordinate “Front End” Sections with USACE LRL Chief of Architecture, Section numbers may vary by project]*

00 10 00	Solicitation – <i>[Offer and Award DF 1442]</i> , Price Breakout Schedule
00 21 00	<i>Instructions</i>
00 22 00	<i>Supplementary Instructions</i>
	0011x <i>Procedures for Submittal of Offers and Proposal Evaluation</i>
	<i>Criteria [for single phase solicitations]</i>
	0011x <i>Procedures for Submittal and Evaluation of Offers for Phase</i>
	<i>One [for two-phase solicitations]</i>
	0011x <i>Procedures for Submittal and Evaluation of Offers for Phase</i>
	<i>Two [for two-phase solicitations]</i>
0045 00	<i>Representations and Certifications</i>
00 70 00	<i>Conditions of the Contract</i>
00 73 00	<i>Supplementary Conditions</i>
00 80 00.00 06	Special Provisions
00 81 00.00 01 06	Attachments (Special Provisions)

#### **Division 01 – General Requirements Specifications**

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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 Design
	Part 4 Site Electrical Design
	Part 5 Landscape Architecture Design
	Part 6 Architectural and Interior Design
	Part 7 Structural Design
	Part 8 Thermal Design
	Part 9 Plumbing Design
	Part 10 Electrical Design
	Part 11 HVAC Design
	Part 12 Energy Conservation and Sustainable Design

- Part 13 Fire Protection Design
- Part 14 Commissioning and Building Envelope Sealing Performance Requirements
- Part 15 Telecommunications Design
- Attachments to the Statement of Work [(See Volume [ ])].

*[ RFP Preparer – The Attachments to the Statement of Work (Section 01 02 00.00 48) can become very long on some projects. The actual Attachments list is to be only in Section 01 02 00.00 48 Table of Contents (not here, to avoid contradictions). If the number of attachments is making the package large, consider making the attachments a separate volume, for ease of reference for RFP Offerors. Provide the resulting volume number in this Table of Contents as applicable. ]*

- 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 26.00 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 Total Building Commissioning (Contractor CxA)
- 01 50 00 Temporary Construction Facilities and Controls
- 01 57 19.00 06 Temporary Environmental Controls and Permits
- 01 74 19 Construction and Demolition Waste Management
- 01 78 23.00 06 Equipment Operating, Maintenance and Repair Manuals

**Volume B**

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Divisions 03-41 D/B RFP Outline Technical Specifications

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

## APPENDIX B2

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

#### **Division 00 – Procurement and Contracting Requirements**

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Brief Project Description

Solicitation, Offer and Award (SF 1442)

00 10 00 Solicitation

00 21 00 Instructions

00 22 00 Supplementary Instructions

00 45 00 Representations and Certifications

00 70 00 Conditions of the Contract

00 73 00 Supplementary Conditions

#### **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**

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None

#### **Reference Drawings**

*[ RFP Preparer - Typically an existing site plan or site location map is provided, and possibly an early conceptual project site plan.]*

**APPENDIX C**

**PRICE BREAKOUT SCHEDULE**

*[ RFP Preparer - THIS IS A SAMPLE SCHEDULE FROM A GENERIC D/B RFP FOR AN ARC/OMS/UHS PROJECT.*

*Edit all information as appropriate for the specific project. ]*

**PROJECT :**           **Design and Construction of the \_\_\_\_\_**

**LOCATION :**           **City, State**

**PROPOSER'S NAME :** \_\_\_\_\_

**BASE PROPOSAL**

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<b><u>Item No.</u></b>	<b><u>Description</u></b>	<b><u>Unit</u></b>	<b><u>Amount</u></b>
0001	Primary Facilities – Training Building	JOB	\$ _____
0002	Primary Facilities – Organizational Maintenance Shop (OMS)	JOB	\$ _____
0003	Primary Facilities – Unheated Storage Building (UHS)	JOB	\$ _____
0004	Project Site Work	JOB	\$ _____
0004	NPDES Notice of Intent with the State of _____	JOB	\$ _____ <u>1,200</u>
0005	Project Design Fees	JOB	\$ _____
0006	Water Service Applications and Permit Fees	JOB	\$ _____ <u>37,000</u>
<b>Subtotal – Base Proposal Items</b>			<b>\$ _____</b>

**OPTIONAL BID ITEMS**

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0007	Optional Bid Item 'A' : Operations and Maintenance – Army Reserve (OMAR) Funded Equipment Items	JOB	\$ _____
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0008	Optional Bid Item 'B' : "Bona Fide Need " OMAR Funded Equipment Items	JOB	\$ _____
0009	Optional Bid Item 'C' : Underground Stormwater Detention	JOB	\$ _____
0010	Optional Bid Item 'D' : Bi-Level Equipment Loading Ramp	JOB	\$ _____

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**Subtotal – Optional Bid Items** \$ \_\_\_\_\_

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**TOTAL BASE PROPOSAL and OPTIONAL BID ITEMS** \$ \_\_\_\_\_

Description of Base Proposal Items

- (a) Item No. 0001 "Primary Facilities – Training Building" includes all Base Proposal construction work required within a line five feet outside of the building, except that work covered by Item No. 0004, 0007, 0008, and 0009.
- (b) Item No. 0002 "Primary Facilities –Organizational Maintenance Shop (OMS)" includes all Base Proposal construction work required within a line five feet outside of the building, except that work covered by Item No. 0004, 0007, 0008, and 0009.
- (c) Item No. 0003 "Primary Facilities – 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. 0004, 0007, 0008 and 0009.
- (d) Item No. 0004 "Project Site Work" includes all Base Proposal [demolition and ] construction work required beyond a line five feet outside the buildings, except that covered by Item No. 0005, 0006, 0007, 0008, 0009, and 0010.
- (e) Item No. 0005 "Project Design Fees" includes the fees for the Offerors' design professionals to complete the Base Proposal design and construction documents for the project, along with Optional Bid Items No. 0007 and 0008.
- (f) Item No. 0006 "Water Service Applications and Permits Fees" includes the cost for the Contractor to complete and submit the Water Service applications and permits.

## Description of Optional Bid Items

- (g) Item No. 0007 “Optional Bid Item ‘A’ - Operations, Maintenance Army Reserve (OMAR) Funded 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 Contractor installed (CFCI), unless otherwise noted in this RFP

OMAR Funded Equipment Items for this project consist of:

- (1) Metal Lockers at Locker Rooms
- (2) Wire Mesh Partitions (Caging) at Unit Storage, Arms Vault, and Tools & Parts Storage Areas

**[ Price for this option shall be good for 90 days from Notice to Proceed. ]**

*[ RFP Preparer – Verify noted option days with Louisville District PE/A.]*

- (h) Item No. 0008 “Optional Bid Item ‘B’ – “Bona Fide Need” Operations, Maintenance Army Reserve (OMAR) Funded 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 Contractor installed (CFCI), unless otherwise noted in this RFP

*[ RFP Preparer – Verify the current list of OMAR items (including but not limited to the Kitchen items) with the list on the Corps of Engineers, Louisville District, Army Reserve Customer Website. ]*

OMAR “Bona Fide Need” Items for this project consist of:

- (1) Kitchen Equipment
  - Freezer
  - Refrigerator
  - Work Tables, Mobile
  - Food Preparation Table w/ pot & pan rack
  - Slicer
  - Can Opener
  - Cold Food Counter, Mobile
  - Hot Food Counter, Mobile
  - Mixer
  - Mixer Stand
  - Security Racks
  - Shelving Units
  - Worktable
  - Ice Dispenser
  - Coffee Makers
  - Rubber Floor Mats, Food Service Equipment

- (2) Arms Vault Dehumidifier
- (3) Freestanding Metal Shelving
- (4) Pallet Racks
- (5) Refrigerator(s) at Breakroom
- (6) Microwave(s) at Breakroom
- (7) Lactation Room under counter refrigerator and microwave.
- (8) Fire extinguishers (Cabinets are Base Bid)
- (9) Window Treatments
- (10) Exterior Ash & Trash Cans

**[ Price for this option shall be good for 365 days from Notice to Proceed. ]**

*[ RFP Preparer – Verify noted option days with Louisville District PE/A.]*

- (i) Item No. 0009 “Optional Bid Item ‘C’ – Underground Stormwater Detention” includes all design and construction costs required to provide underground stormwater detention, in lieu of conventional surface stormwater ponds, as described in [ Section 01 02 00.00 48, paragraph 3.4.8.]

**[ Price for this option shall be good for 65 days from Notice to Proceed. ]**

*[ RFP Preparer – Verify noted option days with Louisville District PE/A.]*

- (j) Item No. 0009 “Optional Bid Item ‘D’ – Bi-Level Equipment Loading Ramp” includes all design and construction costs required to provide the Bi-Level Equipment Loading Ramp as indicated on RFP Drawing Sheet [ ].

**[ Price for this option shall be good for 65 days from Notice to Proceed. ]**

*[ RFP Preparer – Verify noted option days with Louisville District PE/A.]*

**APPENDIX D**

**Sample Submittal Register for Divisions 00 and 01**

<b>SUBMITTAL REGISTER</b>					<b>(ER 415-1-10)</b>					TITLE AND LOCATION					DATE				
										Arkadelphia - AFRC BRAC,Arkadelphia, AR					23 Jul 2008				
					CONTRACTOR					CONTRACT NUMBER					NA				
ACTIVITY No.	TRANS - MITTAL No.	ITEM No.	SPEC PARAGRA PH No.	DESCRIPTION OF SUBMITTAL	TYPE OF SUBMITTAL	CLASSIFICATION	REVIEWER		CONTRACTOR SCHEDULE DATES			CONTRACT OR ACTION		GOVERNMENT ACTION					
							OFFICE / NAME		SUBMITTED BY	APPROVAL NEEDED BY	MATERIAL NEEDED BY	CODE	CORPS RECEIVED DATE	CODE	CORPS RETURNED DATE				
<b>SECTION - 00 80 00.00 06 SPECIAL CLAUSES</b>																			
		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 & ACKNOWLEDGEM	E	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		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												
<b>SECTION - 01 02 00.01 48 DESIGN OBJECTIVES</b>																		
		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												
<b>SECTION - 01 02 00.02 48 CRITERIA &amp; COORD WITH LOCAL AUTHORITIES</b>																		
		1	01 02 00.02 48 2.1.1	FIRE PROT/LIFE SAFETY SUB (APPENDIX		GA												
		2	01 02 00.02 48 2.1.3	ARK DEPT HEALTH PLUMBING PLANR APP		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												
<b>SECTION - 01 02 00.03 48 SITE CIVIL ENGINEERING</b>																		
		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												
<b>SECTION - 01 02 00.07 48 DESIGN - STRUCTURAL</b>																		
		1	01 02 00.07 48 7.2.3.2	ARMS VAULT SECURITY CERT		GA												
RANGE : ALL																	SORT :	
SECTION & ITEM																		

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 RECEIVE D 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									
<b>SECTION - 01 02 00.08 48 DESIGN - THERMAL</b>															
		1	01 02 00.08 48 8.4	BLOWER DOOR TEST	CLOSEOUT	GA									
<b>SECTION - 01 02 00.12 48 ENERGY CONSERVATION</b>															
		1	01 02 00.12 48 12.1.2	ENERGY & LIFE CYCLE COST ANLISIS	PRECON SUBMTL	GA									
<b>SECTION - 01 03 00.00 48 DESIGN SUBMISSION RQMTS AFTER AWARD</b>															
		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						

<b>SUBMITTAL REGISTER</b>				<b>(ER 415-1-10)</b>				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	CLASSI-FIO GA, DA or CR	REVIEWER		CONTRACTOR			CONTRACTOR		GOVERNMENT		
							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 & Pap		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									
RANGE : ALL											SORT : SECTION & ITEM			