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SECTION 01 14 00.05 20

WORK RESTRICTIONS FOR DESIGN-BUILD (CHANGES PER AMENDMENT 0011)
01/12

PART 1 GENERAL

1.1 SUBMITTALS

The use of a "G" following a submittal indicates that a Government approval action is required. Submit the following in accordance with Section 01 33 10.05 20 DESIGN SUBMITTAL PROCEDURES and Section 01 33 00.05 20 CONSTRUCTION SUBMITTAL PROCEDURES.

SD-01 Preconstruction Submittals

List of contact personnel; G

Vibration and Noise Monitoring/Mitigation Plan

SD-06 Test Reports

Pre-Condition Survey Report; G

Post-Condition Survey Report; G

1.2 SPECIAL SCHEDULING REQUIREMENTS

a. Rickover Hall and Nimitz Hall will remain in operation during the entire construction period. Conduct operations so as to cause the least possible interference with normal operations of the activity.

b. Permission to interrupt any Activity roads, waterways, and/or utility service shall be requested in writing a minimum of 21 calendar days prior to the desired date of interruption.

c. The work under this contract requires special attention to the scheduling and conduct of the work in connection with existing operations. Identify on the construction schedule each factor which constitutes a potential interruption to operations.

The following conditions apply:

(1) Power Outages.

(2) Road/Parking Closures.

(3) MDE Approvals.

d. NMCI Contractor Access: The NMCI Contractor must be allowed access to the facility towards the end of construction (finishes 90 percent complete, rough-in 100 percent complete, Inside Plant (ISP)/Outside Plant (OSP) infrastructure in place) to provide equipment in the telecommunications rooms and make final connections. The Contractor will be required to coordinate their efforts with the NMCI contractor to facilitate joint use of building spaces during the final phases of construction and work the

coordination effort into the construction schedule. Requirements for NMCI are specified in Part 4, D50 ELECTRICAL and G40 SITE ELECTRICAL UTILITIES.

CHANGES PER AMENDMENT 0011

e. Schedule of Work shall clearly identify project phasing. At a minimum, schedule shall identify MDE permit, all required ~~approval including NCPC~~ final design and construction approval, required permits, design submittals to all reviewing entities, installation of temporary cooling towers, utility interruptions and cutovers, construction of new cooling tower and ductbank, and Beneficial Occupancy date (BOD).

1.3 CONTRACTOR ACCESS AND USE OF PREMISES

1.3.1 RAPIDGate Applications

Contractor shall follow the US Naval Academy Instructions for Security procedures. Contractor personnel shall be badged and accounted for coming onto and leaving the installation each day. It is REQUIRED that Contractor register with RAPIDGate in order to facilitate a more efficient entry into the installation. RAPIDGate will allow Contractor to enter a designated gate and not be inspected upon entry, unless part of a random inspection directed by Security. Contractor is responsible for all fees associated with RAPIDGate registration.

1.3.2 Activity Regulations

Ensure that Contractor personnel employed on the Activity become familiar with and obey Activity regulations including safety, fire, traffic and security regulations. Keep within the limits of the work and avenues of ingress and egress. To minimize traffic congestion, delivery of materials shall be outside of peak traffic hours (6:30 to 8:00 a.m. and 3:30 to 5:00 p.m.) unless otherwise approved by the Contracting Officer. Wear personal protection equipment (PPE) in designated areas. Do not enter any restricted areas unless required to do so and until cleared for such entry. The Contractor's equipment shall be conspicuously marked for identification.

1.3.2.1 Subcontractors and Personnel Contacts

Furnish a list of contact personnel of the Contractor and subcontractors including addresses and telephone numbers for use in the event of an emergency. As changes occur and additional information becomes available, correct and change the information contained in previous lists.

1.3.2.2 Identification Badges

Application for and use of badges will be as directed. Obtain access to the installation by participating in the Navy Commercial Access Control System (NCACS) or by obtaining passes each day from the Base Pass and Identification Office. Costs for obtaining passes through the NCACS are the responsibility of the Contractor. One-day passes, issued through the Base Pass and Identification Office will be furnished without charge. Furnish a completed EMPLOYMENT ELIGIBILITY VERIFICATION (DHS FORM I-9) form for all personnel requesting badges. This form is available at <http://www.uscis.gov/portal/site/uscis> by searching or selecting Employment

Verification (Form I-9). Immediately report instances of lost or stolen badges to the Contracting Officer.

- a. NCACS Program: NCACS is a voluntary program in which Contractor personnel who enroll, and are approved, are subsequently granted access to the installation for a period up to one year, or the length of the contract, whichever is less, and are not required to obtain a new pass from the Base Pass and Identification Office for each visit. The Government performs background screening and credentialing. Throughout the year the Contractor employee must continue to meet background screening standards. Periodic background screenings are conducted to verify continued NCACS participation and installation access privileges. Under the NCACS program, no commercial vehicle inspection is required, other than for Random Anti-Terrorism Measures (RAM) or in the case of an elevation of Force Protection Conditions (FPCON). Information on costs and requirements to participate and enroll in NCACS is available at <http://www.rapidgate.com/vendors/how-to-enroll> or by calling 1-877-727-4342. Contractors should be aware that the costs incurred to obtain NCACS credentials, or costs related to any means of access to a Navy Installation, are not reimbursable. Any time invested, or price(s) paid, for obtaining NCACS credentials will not be compensated in any way or approved as a direct cost of any contract with the Department of the Navy.
- b. One day passes may be obtained only by submitting a Naval Support Activity Annapolis Contractor Vehicle Pass Data Sheet (C Sheet) to the contracting officers designated representative. Allow a minimum of 5 and maximum of 15 working days for government processing of the C Sheet. Approval of the C Sheet will place contractor employee on the approved access list. Employee is required to present at the Inspection Station each day access is requested. Approval by C Sheet is valid for 90 calendar days. Any contractor requiring access for a period greater than 90 calendar days shall obtain NCACS credentialing.
- c. EXTREMELY LIMITED PARKING AVAILABLE AT THE SITE FOR DURATION OF CONSTRUCTION. Contractor shall arrange for legal parking off Government property; arrange for employee shuttle onto site. Coordinate with Contracting Officer.

1.3.2.3 No Smoking Policy

Smoking is prohibited within and outside of all buildings on installations under the cognizance of NAVFAC WASHINGTON except in designated smoking areas. This applies to existing buildings, buildings under construction and buildings under renovation. Discarding tobacco materials other than into designated tobacco receptacles is considered littering and is subject to fines. The Contracting Officer will identify designated smoking areas.

1.3.3 Working Hours

Regular working hours shall consist of an 8 1/2 hour period , between 7 a.m. and 3:30 p.m., Monday through Friday, excluding Government holidays.

1.3.3.1 Pile Driving Hours

Pile driving may continue until 7:00pm Monday through Friday.

1.3.4 Work Outside Regular Hours

Work outside regular working hours requires Contracting Officer approval. Make application 15 calendar days prior to such work to allow arrangements to be made by the Government, giving the specific dates, hours, location, type of work to be performed, contract number and project title. Based on the justification provided, the Contracting Officer may approve work outside regular hours. During periods of darkness, the different parts of the work shall be lighted in a manner approved by the Contracting Officer.

1.3.5 Exclusionary Periods

Due to the nature of operations at the U.S. Naval Academy there will be days and periods when no work will be permitted. Contracting Officer may direct the Contractor to cease operations for a maximum total of 15 work days per calendar year. These days may be non-consecutive. These periods have been considered in computing the time allowed for the performance of this contract.

1.3.6 Occupied and Existing Buildings

The Contractor shall be working around existing buildings which are occupied. Do not enter the buildings without prior approval of the Contracting Officer.

The existing buildings and their contents shall be kept secure at all times. Provide temporary closures as required to maintain security as directed by the Contracting Officer.

Access to Nimitz Library shall be kept open during Construction.

1.3.7 Utility Cutovers and Interruptions

a. Make utility cutovers and interruptions after normal working hours or on Saturdays, Sundays, and Government holidays. Conform to procedures required in the paragraph "Work Outside Regular Hours."

b. Ensure that new utility lines are complete, except for the connection, before interrupting existing service.

c. Interruption to water, sanitary sewer, storm sewer, telephone service, electric service, air conditioning, heating, fire alarm, and compressed air, shall be considered utility cutovers pursuant to the paragraph entitled "Work Outside Regular Hours."

1.3.7.1 Location of Underground Utilities

Obtain digging permits prior to start of excavation by contacting the Contracting Officer 15 calendar days in advance.

1.4 NOISE AND VIBRATION CONTROLS

Contractor shall minimize noise from construction activities and shall coordinate the performance of significant noise generating construction activities with the Contracting Officer. Contractor shall incorporate the necessary means and methods including but not limited to, working during off regular hours and the installation of acoustical barriers, as required to minimize the generated noise and any disruptions to ongoing Government operations and adjacent property to USNA. All demolition and construction

work shall be monitored for noise in excess of Anne Arundel County noise restrictions. All work is required to be monitored and compliant with Anne Arundel County noise ordinance, which can be obtained at www.aacounty.org/police/noise.cfm. Contractor is responsible for monitoring ground vibrations caused by Contractor's construction equipment and provide submittals and reports to the Contracting Officer on at least a weekly basis.

1.4.1 Vibration and Noise Monitoring/Mitigation Plan

Submit for Contracting Officer's approval, a Vibration and Noise Monitoring/Mitigation Plan, specifying vibration and noise monitoring/mitigation. As a minimum the plan shall:

- a. Provide a plan for pre-construction and post-construction surveys.
- b. Provide a plan for vibration monitoring, establish a threshold value for vibrations on this Project, provide a plan for monitoring vibrations during pile driving activities, and provide options for reducing noise and vibrations which exceed the pre-established threshold value.

1.4.1.1 Pre-Condition Survey Requirements

Pre-condition survey of the site and nearby structures shall be performed prior to start of construction and pile driving activities. Survey shall document existing conditions of the site and surrounding existing structures so that if damage claims arise, a record of conditions prior to construction is available.

Background vibration and noise shall be monitored. Vibration and noise monitoring devices (geophone) shall be placed at the recommended locations. Data shall be collected for a minimum of one, 12-hour period from 8:00am to 8:00pm. In addition, the pre-condition survey shall include photographic and written documentation of accessible portions of the interior sub-grade and above grade walls, ceilings, floors, windows, and roofs. It will detail existing structural, cosmetic, plumbing, or electrical damage, if present. Survey shall be conducted by a professional engineer registered in the State of Maryland.

Prepare Pre-Condition Survey Report and submit to Contracting Officer for review and approval.

1.4.1.2 Post-Condition Survey Requirements

Perform a post-condition survey of the site and nearby structures following pile driving activities and also after completion of construction activities. Survey shall document post pile driving and post construction conditions and compare them to Pre-Conditioning existing conditions of the site and existing structures. Survey shall be conducted with members of the USNA and NAVFAC Washington.

Prepare Post-Condition Survey Report and submit to the Contracting Officer for review and approval.

1.5 WORK HOURS, ACCESS AND PASSES

All Contractor employees, including subcontractors, and subcontractors' employees, suppliers, and suppliers' employees shall be required to comply

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

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

1.5.1 Access to Buildings/ Occupied Buildings

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

1.5.2 Passes and Badges

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

a. Personnel will be issued appropriate identification badges when the Contractor submits, in writing on company letterhead, a list indicating that all individuals are bona fide employees. Employees shall complete questionnaires and other forms as required for security. Allow 14 calendar days for background checks and processing. The list shall contain the following information:

- 1) Name of employee
- 2) Social Security Number
- 3) Date of Birth
- 4) Place of Birth
- 5) Citizenship, Statement of (U.S.) or proof of documented legal residency
- 6) Employment Eligibility Verification Form (DHS FORM I-9). This form is available at <http://uscis.gov/graphics/formsfee/forms/files/I-9.pdf>

1.5.3 Contractor Vehicles

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

1.6 SECURITY REQUIREMENTS

All security requirements apply to all subcontractors and suppliers associated with this contract. Special or extraordinary security requirements are identified in Attachment A (Project Specific General Requirements). In addition to special or extraordinary security requirements, comply with the following:

- a. Do not publicly disclose any information concerning any aspect of the materials or services relating to this contract, without prior written approval of the Contracting Officer.
- b. Do not disclose or cause to be disseminated any information concerning the operations of the activity's security or interrupt the continuity of its operations.
- c. Do not disclose any information to any person not entitled to receive it. Failure to safeguard any classified information that may come to the Contractor or any person under his control, may subject the Contractor, his agents or employees to criminal liability under 18 U.S.C., Sections 793 and 798.
- d. Direct to the Contracting Officer and or Installation Security Officer for resolution all inquiries, comments or complaints arising from any matter observed, experienced, or learned as a result of or in connection with the performance of this contract, the resolution of which may require the dissemination of official information.
- e. Coordinate photography requirements with the Contracting Office. Some areas restrict or prohibit photographing Government property.

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

1.7 CONSTRUCTION SECURITY PLAN REQUIREMENTS

1.7.1 Government's Site Security Manager (SSM)

Government's SSM is the responsible security authority for the construction project. The SSM is charged to protect the integrity of the SECURE AREA until the U.S. Government accepts the facility from the Contractor. The SSM has oversight on all aspects of project security, and controls all security assets on the project to include but not limited to security personnel supervision, enforcing the CSP, and maintaining all necessary records related to the construction project. The primary and secondary SSM will be appointed by the Government.

1.7.2 Control of Construction Plans and Documents

Construction drawings/plans are considered unclassified. DoDI 8582.01, June 6, 2012 guidance shall be followed for storage, handling, marking, and hard and soft-copy dissemination. IAW Presidential Executive Order 13556, "Controlled Unclassified Information," dated November 4, 2010, should the associated drawing be considered and marked as Controlled Unclassified

Information; or, at a minimum FOUO. However, the drawings/plans will not specifically reference the SECURE AREA. Drawings will show these spaces as a general office area.

1.7.3 Procurement of Building Materials

Contractor shall abide by the Buy-America Statute (Formerly the Buy America Act, 41 U.S.C. section 10a-10d).

Contractor shall notify, and obtain the approval of, the SSM if the Contractor purchases building materials from suppliers located in foreign countries and the Contractor know the building material will be used within the proposed SECURE AREA.

1.7.4 Construction Firm Ownership Requirements

Construction and design of the SECURE AREA shall be performed by wholly Owned U.S. Companies. The SSM shall be notified upon contract award the Contractor's license status.

1.7.5 Citizenship Requirements

Construction and design of the SECURE AREA shall be performed by U.S. companies using U.S. citizens or by U.S. companies using U.S. persons (an individual who has been lawfully admitted for permanent residence for at least 3 years as defined in Title 8 U.S.C. 1 101(a)(20) or who is a protected individual as defined by Title 8 U.S.C. 1 324b (a)(3)).

1.7.6 Security Administration

Contractor shall provide the SSM with a roster of all personnel who must access the construction site.

1.7.7 Prohibited Items

Use of photographic equipment is prohibited unless authorized by the SSM for official purposes only; this does not prohibit the use of cell phones or mobile devices for purposes other than photography. Other prohibited items include firearms, explosive and illicit drugs. The SSM shall develop policy to govern entry control of prohibited items. Refer also to other paragraphs of this Article, including 1.7.8, for further requirements.

1.7.8 Security Requirements for Construction Site

Access to the entire facility and surrounding limits of construction shall be controlled by a perimeter security fence. The Construction Superintendent and NAVFAC Resident Officer in Charge of Construction (ROICC) will confirm that the construction site is properly secured at the end of the duty day. During non-duty hours the construction site will be randomly patrolled by Navy Police, base contract security, etc. (Site Security Manager or his Designee). Contractor shall post a sign in English and display it prominently at the entry point. As a minimum the sign will have the following displayed:

Caution:
Construction Zone
Access Restricted to Authorized Personnel Only

a. The use of photographic equipment is prohibited unless authorized by the SSM. The SSM shall develop a site specific photographic equipment use policy. The policy shall cover, but is not limited to, equipment registration and authorization, photographic retention and inspection, and unauthorized prohibited equipment confiscation.

b. Prohibited items (firearms, explosives, illicit drugs, etc) are not allowed in the construction site.

c. Entry onto the site constitutes consent to search by the SSM or designee.

d. The SSM or designee may randomly search tool boxes, containers, and personnel for prohibited items.

1.7.9 Conflicts

Where conflict occur between the Construction Security Plan requirements and other requirements of this RFP, the more stringent requirement shall apply.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

SECTION 01 33 10.05 20

DESIGN SUBMITTAL PROCEDURES (CHANGES PER AMENDMENT 0011)

09/14

PART 1 GENERAL

1.1 SUMMARY

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

Design Submittals shall be provided during the following phases:

- a. Concept Design.
- b. Design Development.
- c. Prefinal (100%) Design
- d. Final Design.

Refer to other articles of this Section for submittals to include and quantity requirements for hard-copy and electronic-copy submittals.

1.2 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only. The latest version of the publication at time of award shall be used.

U.S. DEPARTMENT OF DEFENSE (DOD)

UFC 1-200-01	(2013) General Building Requirements
UFC 1-200-02	(2013) High Performance and Sustainable Building Requirements
UFC 1-300-02	(2014) Unified Facilities Guide Specifications (UFGS) Format Standard
UFC 1-300-08	(2009, with Change 2) Criteria for Transfer and Acceptance of DoD Real Property
UFC 1-300-09N	(2014) Navy and Marine Corps Design Procedures
UFC 3-600-10N	(2007) Fire Protection Engineering (DRAFT)
UFC 3-800-10N	(2006) Environmental Engineering for Facility Construction (DRAFT)

1.3 UFC 1-200-02

UFC 1-200-01 requires compliance with UFC 1-200-02, "High Performance and Sustainable Building Requirements". UFC 1-200-02 replaces and cancels UFC

4-030-01, Sustainable Development and UFC 3-400-01, Energy Conservation.

1.4 UFC 3-600-10N and UFC 3-800-10N

UFC 3-600-10N and UFC 3-800-10N are only available on the NAVFAC Design-Build Website under the Design Guidance link: http://www.wbdg.org/ndbm/design_guidance.php. These Draft UFCs are applicable as final documents for Navy projects.

1.5 GENERAL DESIGN REQUIREMENTS

Contractor-originated design documents shall provide a project design that complies with the Request For Proposal (RFP), UFC 1-300-09N, UFC 1-200-01, the Core UFCs, and other UFC's listed above.

1.6 SUBMITTALS

Submit design submittals, including shop drawings used as design drawings, to the Government for approval. The use of a "G" following a submittal indicates that a Government approval action is required. Submit the following in accordance with this section and Section 01 33 00.05 20 CONSTRUCTION SUBMITTAL PROCEDURES.

The use of an "S" following a submittal indicates separate submittal is required as part of federally mandated sustainability requirements. Refer to Section 01 33 29.05 20 SUSTAINABILITY REQUIREMENTS FOR DESIGN BUILD for "S" submittal requirements.

SD-01 Preconstruction Submittals

Consolidated RFP Documents; G
Submittal Register; G

SD-04 Samples

Final framed rendering and copies; G

SD-05 Design Data

Design Drawings; G
Specifications; G
Design Analysis; G
Design Submittals; G
Sustainability Notebook; ; G, S
Project Rendering; G
Facility Recognition Plaque; G

SD-11 Closeout Submittals

Record Documents; G
Final Sustainability Notebook; G, S
DD Form 1354; G

1.7 DESIGN QUALITY CONTROL

1.7.1 Contractor Reviewing and Certifying Authority

The QC organization is responsible for reviewing and certifying that design submittals are in compliance with the contract requirements.

1.7.2 Government Approving Authority

The Contracting Officer is the approving authority for design submittals.

1.7.3 Designer of Record Certifying Authority

The Designer of Record (DOR), as registered and defined in UFC 1-300-09N, is the design certifying authority. The DOR accepts responsibility for design of work in each respective design discipline, by stamping and approving final construction drawings submitted to the Government approval authority.

1.7.4 Contractor Construction Actions

Upon submission of sealed and signed design documents certified by the DOR, Design Quality Control (DQC) Manager and the Quality Control (QC) Managers, the Contractor may proceed with material and equipment purchases, fabrication and construction of any elements covered by that submittal, except as specified in the following paragraph.

1.7.4.1 Exception to Contractor Construction Actions

The Government will approve the following final submittals before the Contractor shall be allowed to proceed with construction:

a. Any design submittal that includes or will be impacted by a design change to the contract. Final Government approval of the design change is required before construction can begin on the work included in that design submittal.

1.7.5 Contractor's Responsibilities

- a. Designate a lead licensed architect or engineer to be in responsible charge to coordinate the design effort of the entire project. This lead architect or engineer shall coordinate all design segments of the project to assure consistency of design between design disciplines.
- b. With the Designer of Record, verify site information provided in the RFP. In addition, provide additional field investigations and verification of existing site conditions as may be required to support the development of design and construction of the project.
- c. Indicate on the transmittal form accompanying submittal which design submittals are being submitted as shop drawings.
- d. Advise Contracting Officer of variations, as required by paragraph "Variations."
- e. Provide an updated, cumulative submittal register with each design package that identifies the design and construction submittals required by that design package and previous submittals.
- f. Refer to Section 01 33 29.05 20, SUSTAINABILITY REQUIREMENTS FOR DESIGN-BUILD for Contractor's responsibilities for Guiding Principle Validation and Third Party Certification.

1.7.6 QC Organization Responsibilities

- a. Both the CA and the QC Manager must certify design submittals for compliance with the contract documents. The DOR stamp on drawings indicates approval from the DOR.
- b. QC organization shall certify submittals forwarded by the Designer of Record (DOR) to the Contracting Officer with the following certifying statement:

"I hereby certify that the (equipment) (material) (article) shown and marked in this submittal is that proposed to be incorporated with Contract Number (insert contract number here), is in compliance with the contract documents, and is submitted for Government approval.

Certified by Design Quality Control (DQC) Manager
_____, Date _____

Certified by QC Manager _____,
Date _____"

- c. Sign certifying statement. The persons signing certifying statements shall be the QC organization members designated in the approved QC plan. The signatures shall be in original ink. Stamped signatures are not acceptable.
- d. Update submittal register as submittal actions occur and maintain the submittal register at project site until final approval of all work by Contracting Officer.
- e. Retain a copy of approved submittals at project site.

1.7.7 Government Responsibilities

The Government will:

- a. Note date on which submittal was received from QC manager, on each submittal.
- b. Perform a quality assurance (QA) review of submittals. Government will notify Contractor when comments for that design package are posted and ready for Contractor evaluation and resolution.
- c. Upon submittal of final design package and resolution of comments by the Contractor, the Government will sign final design package, when approved, and return electronic copy of signed design documents to the Contractor.

1.7.7.1 Actions Possible

Submittals will be returned with one of the following notations:

- a. Submittals may be marked "approved."
- b. Submittals marked "not reviewed" will indicate submittal has been previously reviewed and approved, is not required, does not have evidence of being reviewed and certified by Contractor, or is not complete. Submittal will be returned with an explanation of the reason it is not reviewed. Resubmit submittals returned for lack of review by

Contractor or for being incomplete, with appropriate action, coordination, or change.

- c. Submittals marked "revise and resubmit" or "disapproved" indicate submittal is incomplete or does not comply with design concept or requirements of the contract documents and shall be resubmitted with appropriate changes. If work has been started on the unacceptable portion of the design submittal, the Contractor shall propose corrective action. No further work shall proceed until the issue is resolved in a manner satisfactory to the Government.

1.8 DESIGN DOCUMENTS

Provide design documents that include design analysis, design drawings, and design specifications, reports, and submittal register in accordance with UFC 1-300-09N, Submittal Procedures.

The Contractor is encouraged to make product, material, and system selections during the project design and indicate these choices on the design documents. Accomplish this by submitting design drawings and specifications that include proprietary submittal information such as manufacturers name, product names, model numbers, product data, manufactures information, provided optional features, appropriate connections, fabrication, layout, and product specific drawings. Adherence to RFP submittal requirements and provision of DOR approved construction submittal information on the design submittals - eliminates the need for follow-on traditional construction submittals after the final design is approved.

The Contractor is required to submit proprietary information to describe the construction submittal information in the design documents for all products, materials, and systems submittals.

Refer to 01 33 00.05 20, CONSTRUCTION SUBMITTAL PROCEDURES for requirements pertaining to Contractor proposed design changes or variations.

1.9 DESIGN DRAWINGS

Prepare, organize, and present design drawings in accordance with the requirements of UFC 1-300-09N, Design Procedures.

Submit all CADD files for the final drawings on CD-ROM or DVD disks in AutoCAD 2010 format. Drawing files shall be full files, uncompressed and unzipped.

1.9.1 Design Drawings Used as Shop Drawings

Design drawings may be prepared more like shop drawings to minimize construction submittals after final design is approved. If the Contractor chooses or is required to include the construction submittal information on the design documents, indicate proprietary information on the design drawings as necessary to describe the products, materials, or systems that are to be used on the project. Construction submittal information included directly in the design drawings must be approved by the DOR. All design documents must be professionally signed in accordance with UFC 1-300-09N, Design Procedures.

1.9.2 Drawing Format For Design Drawings Used as Shop Drawings

The Contractor-originated drawings will be used as the basis for the record drawings. Shop drawings included as design documents shall comply with the same drawing requirements such as drawing form, sheet size, layering, lettering, and title block used in design drawings.

1.9.3 Identification of Design Drawings Used as Shop Drawings

The Contractor's transmittal letter and submittal register shall indicate which design drawings are being submitted as shop drawings.

1.9.4 Naval Facilities (NAVFAC) Engineering Command Drawing Numbers

Number the final Contractor-originated design drawings consecutively with NAVFAC drawing numbers. Determine the total number of sheets required for the complete set of drawings before requesting the NAVFAC drawing numbers from the Contracting Officer.

1.9.5 Seals and Signatures on Documents

All final Contractor-originated design drawings shall be signed, dated, and bear the seal of the registered architect or the registered engineer of the respective discipline in accordance with UFC 1-300-09N. This seal shall be the seal of the Designer of Record for that drawing, and who is professionally registered for work in that discipline. A principal or authorized licensed or certified employee shall electronically sign and date final drawings and cover sheet, in accordance with UFC 1-300-09N. The design drawing coversheets shall be sealed and signed by the lead licensed architect or engineer of the project design team. Indicate the Contractor's company name and address on the drawing coversheets of each design submittal. Application of the electronic seal and signature accepts responsibility for the work shown thereon.

1.9.6 Units of Measure

Utilize English Inch-Pound units of measure on the design documents.

1.10 SPECIFICATIONS

Provide a Contractor-originated design specification that in conjunction with the drawings, demonstrates compliance with requirements of the RFP. The specified products, materials, systems, and equipment that are approved by the DOR; submitted to the Government by the Contractor; and reviewed by the Contracting Officer shall be used to construct the project. UFGS sections contained in RFP Part 2 shall become a part of the Contractor-originated Division 01 specification without modification. Specification Sections contained in RFP Part 5 shall become a part of the Contractor-originated specification without modification.

1.10.1 Specifications Components and Format

The Contractor shall prepare design specifications using SpecsIntact software that include a UFGS specification for each product, material, or system on the project. If the Contractor chooses or is required above to combine design and construction submittal information on the design documents, provide a UFGS specification and also proprietary information such as catalog cuts and manufacturers data that demonstrates compliance with the RFP. Organize the specifications using Construction Specification

Institute (CSI) Masterformat™ unless the Contracting Officer requires a Unifomat organization. Navy's use of system specifications takes precedence over CSI Masterformat component breakdown and related component specifications. Provide project specifications to include the following:

- a. Provide the specification cover sheet with the professional seal and signature of the lead licensed architect or engineer of the project design team. Indicate the Contractor's company name and address on the specification coversheet.
- b. Table of contents for entire specification.
- c. Individual UFGS specification sections for each product, material, and system required by the RFP. Edit UFGS sections in accordance with RFP Part 4, PTS Section Z-10, Design Submittals.
- d. If proprietary information is provided or required, include a coversheets for the product, material, or system information that is being proprietarily specified. This information is to follow the related UFGS specification.
- e. If proprietary information is provided or required, include highlighted and annotated Catalog Cuts, Manufacturer's Product Data, Tests, Certificates, Manufactures information and letters for each product, material, or system that is being proprietary specified.
- f. Coordinated submittal register for all products, materials and systems with each design submittal. Provide a cumulative register that identifies the design and construction submittals required by each design package along with previous design submittals. The DOR shall assist in developing the submittal register by determining which submittal items are required to be approved by the DOR. Complete all fields in the final submittal register in order to obtain Government approval of the final design. Submittal register to include separate but simultaneous delivery and approval of design or data required to fulfill sustainability requirements by Section 01 33 29.05 20 SUSTAINABILITY REQUIREMENTS FOR DESIGN BUILD.

1.10.2 Specifications Section Source Priority

Choose UFGS sections that describe the products, materials, and systems that are used on the project. Use current UFGS sections that are available on the Whole Building Design Guide website (available at this website: http://www.wbdg.org/references/pa_dod.php) and give priority to the Unified Tri-Service UFGS sections (no spec number suffix) and UFGS that are prepared by NAVFAC (.00 20 suffix). Only use a UFGS section prepared by another DoD Component (.00 10, and .00 30 suffix), if an applicable NAVFAC prepared specification section does not exist. Do not use Army (.00 10 suffix) and NASA (.00 40 suffix) electrical and mechanical specifications. If no applicable UFGS technical specification exists to meet your project requirements, consult with the NAVFAC Component for guidance and create a new UFGS specification in accordance with UFC 1-300-02, Unified Facilities Guide Specifications (UFGS) Format Standard.

1.10.3 Fire Protection Specifications

Specifications pertaining to spray-applied fire proofing and fire stopping, exterior fire alarm reporting systems, interior fire alarm and detection systems, and fire suppression systems, including fire pumps and standpipe

systems shall be either prepared by, or reviewed and approved by the Fire Protection DOR.

1.10.4 Identification of Manufacturer's Product Data Used as Specifications.

Provide complete and legible catalog cut sheets, product data, installation instructions, operation and maintenance instructions, warranty, and certifications for products and equipment for which final material and equipment choices have been made. Indicate, by prominent notation, each product that is being submitted including optional manufacturer's features, and indicate where the product data shows compliance with the RFP.

1.10.5 Specification Software

Submit the final specification source files in SpecsIntact ('.sec') format files.

1.11 DESIGN ANALYSIS

Prepare, organize, and present design analysis in accordance with the requirements of UFC 1-300-09N. The design analysis shall be a presentation of facts at the Concept Design Workshop to demonstrate the concept of the project is fully understood and the design is based on sound engineering principles. Provide design analyses for each discipline and include the following:

a. Basis of design that includes:

- (1) An introductory description of the project concepts that addresses the salient points of the design;
- (2) An orderly and comprehensive documentation of criteria and rationale for system selection; and
- (3) The identification of any necessary licenses and permits that are anticipated to be required as a part of the design and/or construction process. The "Permits Record of Decision" (PROD) form provided shall be used for recording permits.

b. Code and criteria search shall identify all applicable codes and criteria and highlight specific requirements within these codes and criteria for critical issues in the facility design.

c. Calculations as specified and as needed to support this design.

d. Sustainability Notebook: Analysis and calculations relative to sustainable design requirements. Refer to Section 01 33 29.05 20, SUSTAINABILITY REQUIREMENTS FOR DESIGN-BUILD and UFC 1-300-09N for requirements.

e. Draft and Final NAVFAC Sustainable and Energy Data Record Card (NSEDRC) that documents the energy usage and sustainable features of the building. Refer to Record Documents paragraphs in this section for requirements.

f. Provide an exterior enclosure vapor pressure analysis, hygrothermal analysis, and written/graphic descriptions for each unique wall and roof assembly used as part of exterior enclosure barriers.

g. Section titled "Antiterrorism" that documents the antiterrorism features

h. Fall Protection Analysis

i. Draft and Interim DD Form 1354 that document the real property assets of the project. Refer to Record Documents paragraphs in this section for requirements.

i. Ergonomic Analysis

1.11.1 Basis of Design Format

The basis of design for each design discipline shall include a cover page indicating the project title and locations, contract number, table of contents, tabbed separations for quick reference, and bound in separate volumes for each design discipline.

1.11.2 Design Calculations

Place the signature and seal of the designer responsible for the work on the cover page of the calculations for the respective design discipline.

1.11.3 Historic Preservation and Planning Commission Submission

Prepare materials required for review and concurrence from the Maryland Historical Trust, Advisory Council on Historic Preservation, National Park Service and City of Annapolis. The submission of the materials to the agencies will be accomplished by the Government. Consult with the NAVFAC Washington Cultural Resources Program Manager for submission requirements. The Contractor is responsible for preparing the submittal materials and modifying the submittal and contract documents to incorporate the comments of the agencies to obtain concurrence.

Contractor shall be responsible for preparing the submittal package, presenting the project in public meeting, if called upon by the Government; and to modify the submittal and contract documents to incorporate the comments of the agencies having jurisdiction to obtain project approval.

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~~1.11.3.1 Submission for External Review Agencies~~

~~Prepare and submit the presentation materials required for submitting the project to the State Historical Preservation Office (SHPO).~~

~~Section 106 of the National Historic Preservation Act requires Federal agencies to take into account the effects of their undertakings on historic properties that are eligible for listing in the NRHP. Historic properties may include archeological sites, individual buildings, historic districts, landscapes, structures, objects, and traditional cultural properties. In accordance with established procedures at each installation, an action-proponent files a National Environmental Policy Act (NEPA) Compliance Checklist plus a copy of the Work Request or Project Description with the Installation Cultural Resource Manager (CRM). The CRM then reviews the Project Description and determines whether the project has the potential to~~

~~affect historic properties or whether it is exempt from Section 106-compliance. The CRM will then either record that the undertaking is exempt, or engage in consultation for Section 106 Compliance as required by 36 CFR-800.~~

~~Submission to NCPC is a requirement for Federal building projects located in the National Capital Region. These submittals are often linked with a prior requirement to submit projects affecting historic buildings and sites to the cognizant State Historic Preservation Office (SHPO) and the National Environmental Planning Act (NEPA). The coordination and official submittal of the Project to the relevant agencies will be coordinated through an appointed NCPC point of contact. The PL will refer the Contractor to this person at an early state. The point of contact will advise the Contractor on the specific requirements and prospective timetable for the Project review(s). There are three (3) levels of review, based upon the development and evolution of a Project.~~

~~a. Schematic: Concept Review.~~

~~b. Preliminary: Preliminary submissions must be made for all new construction or renovation projects after tentative design decisions have been made but well before detailed design work begins, typically at the 20 to 25 percent development state. Timely submissions of preliminary plans are vital to avoid costly revisions in later detailed design stages.~~

~~c. Final: Final submission must follow preliminary submissions, after design decisions have been made (including building and landscaping materials), typically at the 60 to 70 percent development stage. Note is up to the POC to determine, within a reasonable range of industry standards, what 20 to 25 percent and 60 to 70 percent represents. The A/E should plan to submit the project for each level of review. Contractor will be responsible for the preparation of all materials needed for the submission of the Project to NCPC and responsible for all subsequent changes necessary for the approval or final NCPC report to be issued on the Project. Contractor shall work directly through the assigned POC to any regulatory agency.~~

~~1.11.3.2 Contents of a Typical Submission Package~~

~~The Submission Package consists of the following:~~

~~a. Vicinity Map, Schematic, Site Plan, Landscape and Grading Plan, Floor Plans, Elevations, Sections, Roof Plan, Rendered Plans and Perspectives, and Storm Water Management Plan represented in:~~

- ~~1) Six sets of architectural drawings (half size).~~
- ~~2) Three sets of 8 1/2 by 11 inch (page size) color drawings.~~
- ~~3) Photographs of the existing site conditions annotated to identify and locate the contents.~~
- ~~4) Project Data Report (Project Narrative) in electronic editable medium.~~
- ~~5) Completed SHPO and NEPA documentation.~~

~~1.11.3.3 Schedule~~

~~For SHPO concurrence, the A/E shall anticipate a two to three month period for these reviews and up to six months for complex projects.~~

~~The A/E shall anticipate up to three months for each of the NCPC review periods and up to six months for a final report to be issued.~~

~~Additionally, the A/E shall anticipate the need to present larger projects at up to four staff level meetings. The assigned point of contact will have the lead role in coordinating all reviews/presentations.~~

~~Construction cannot begin prior to NCPC issuing approval or a final report.~~

1.11.3.1 Design Review Process

Procedures for Design Review Process:

NDW shall invite the SHPO to observe the Design Competition Presentations. NDW shall notify the SHPO of the date, time and location of the Design Competition Presentations as soon as they are decided. The SHPO shall submit written comments to NDW within 15 days of each presentation. NDW shall take into account and incorporate the SHPO's comments to the maximum extent possible.

NDW shall provide the SHPO, NPS, and City with a hard copy of the concept and design development submissions within seven days of receipt from the Navy-selected designer. NDW shall provide the SHPO, NPS, and City with anticipated dates of the submissions upon award of the design contract. NDW shall offer to host a site visit and review meeting with the SHPO, NPS, and City and the designer within 15 days of receipt of each submission. The SHPO, NPS, and City shall provide NDW with written comments within 30 days of receipt of each submission. NDW shall provide those comments to the Navy-selected designer and direct that they be taken into account and incorporated to the maximum extent possible.

Should changes to the massing, size, scale, height, or architectural features of the Center for Cyber Security Studies occur after the SHPO, NPS and City provide comments on the design development submissions, NDW shall provide the SHPO, NPS and City additional opportunity to review and comment on the changes.

1.11.4 Fall Protection Analysis

Eliminate fall hazards in the facility or if not feasible provide control measures to protect personnel conducting maintenance work after completion of the project. Identify fall hazards in the Basis of Design with the Design Development and Prefinal submittals. The analysis shall describe how fall hazards are considered, eliminated, prevented or controlled to prevent maintenance personnel from exposure to fall hazards while performing work at heights. Refer to RFP Part 2, Section 01 35 26.05 20, GOVERNMENT SAFETY REQUIREMENTS FOR DESIGN-BUILD for fall hazard protection requirements.

1.11.5 Ergonomic Design Analysis

Facilities, processes, and job tasks shall be designed to reduce or

eliminate work-related musculoskeletal (WMSD) injuries and risk factors in the workplace. Identify ergonomic design considerations in the basis of design with the Design Development and Prefinal submittals. The Basis of Design shall include a comprehensive ergonomic risk analysis of WMSD factors. Refer to RFP Part 2, Section 01 35 26.05 20, GOVERNMENT SAFETY REQUIREMENTS FOR DESIGN-BUILD for ergonomic protection requirements.

1.12 PROJECT RENDERING

Provide a full color photo-realistic architectural rendering of the primary facade or facades of the facility. Depict the final, approved facility design and accurately illustrate the proposed final constructed facility including but not limited to, massing, fenestration pattern, material selections, colors, textures, landscaping, paving, and to the extent directed - the surrounding context.

Renderings created using traditional casein painted techniques or computer generated renderings are acceptable. Develop computer generated renderings using a current rendering engine suitable to produce photo-realistic images. Renderings created solely in BIM or CADD authoring software are not acceptable.

Renderings shall include realistic advanced lighting characteristics (natural and/or synthetic) and true ambient lighting and shading characteristics. Provide images that are sharp in detail and resolution through proper anti-aliasing techniques. Material maps shall be comprised of advanced techniques and practices to ensure materials are an exact representation of the facility product/finish selections.

1.12.1 Preliminary Rendering Planning

Provide planning PDF drawings of the facility to exhibit the proposed rendering appearance. Submit not less than 3 alternative views for review and approval to determine the most advantageous view. The Preliminary rendering submittal shall display the following characteristics of the final rendering;

- a. Selection of primary facade(s)
- b. Point of view (aerial, eye-level, elevated, etc.)
- c. Close-up or wide angle
- d. Extent of surrounding context

Adjust view and resubmit if an alternative to the submitted views is required for the rendering planning approval. Submit rendering planning submittal during the Preliminary Design Submittal.

1.12.2 Prefinal Rendering

Submit three (3) hard copies of the prefinal rendering to indicate compliance with planning decisions, establish level of detail and rendering elements to be employed such as people, cars, vegetation/trees. Indicate proposed colors, textures, foreground and background. Use processes and printing equipment that will be used on the final rendering. Submit Prefinal rendering submittal for approval with the Prefinal Design Submittal.

1.12.3 Final Rendering

Provide the final rendering submission that complies with the following requirements:

- a. The rendering shall be a full vignette and fully developed. Approximate finished size shall be a minimum of 24 by 30 inches with a 16 by 20 inches minimum inside mat dimension. Provide reduced size rendering(s) with a minimum finished size of 10 by 12 inches and a minimum 8 by 10 inches inside mat dimension.
- b. Provide final original color rendering, two (2) full size , and two (2) reduced size high resolution reproductions of the original rendering, and two (2) sets of the digital master images on DVD media. Original and reproductions shall be mounted on acid free heavy illustration board and double-matted with complimentary colored, acid free mat boards. Frame rendering(s) with contemporary polished metal frames and single strength, non-glare glass. Print the Project name, location, Architect/Engineer firm's name on the matting. On the back of the renderings and reproductions, indicated the project name, the location, the contract number, and the date of reproduction.
- c. Match the exterior color scheme approved for the facility.
- d. Provide photo-realistic quality rendering elements such as people, cars, vegetation/trees, etc.
- e. Provide digitally reproductions of the rendering using a minimum 600 dpi resolution for print reproduction on 24 by 36 inch stock with no loss of fidelity, quality or detail from the master image.
- f. Provide each set of digital master images in both TIF and JPEG formats. Save JPEG images using the highest quality setting (minimum compression). Provide the following as a minimum;
 - (1) One set including the unit insignia(s) for the tenant activity, the service insignia (Navy, Marine Corps, Army, or Air Force), the name of the facility, name of installation, and the names of the contractor and design professional.
 - (2) One set including the image only, without any identifying information other than that which may be depicted as a part of the building signage within the rendering.
- g. Submit the final rendering for approval 30 days after the Final Design Submittal approval. Ship the rendering, the digital copies and the digital files in resilient packaging to ensure damage free delivery.

1.13 Facility Recognition Plaque

Provide a facility recognition plaque for this facility in accordance with UFC 1-300-09N, Design Procedures.

1.14 RECORD DOCUMENTS

1.14.1 Record Drawings

The as-built modifications shall be accomplished by electronic drafting methods on the Contractor-originated .DWG design drawings to create a

complete set of record drawings. In addition to the requirements of FAC 5252.236-9310, RECORD DRAWINGS, survey the horizontal and vertical location of all provided underground utilities to within 0.1 feet relative to the station datum. All pipe utilities shall be surveyed at each fitting and every 100 LF of run length. Electrical and communication ductbank, direct buried conduit, and direct buried conductor shall be surveyed every 100 LF and at each change of direction. Record locations and elevations on the Record Drawings.

- a. For each record drawing, provide CADD drawing identical to signed Contractor-originated.PDF drawings, that incorporates modifications to the as-built conditions. In addition, copy initials and dates from the Contracting Officer approved .PDF documents to the title block of the record CADD.DWG drawings. The RFP reference or definitive drawings are not required for inclusion in the record set of drawings.
- b. After all as-built conditions are recorded on the CADD.DWG files, produce a PDF file of each individual record drawing in conformance with UFC 1-300-09N. Electronic signatures are not required on record drawings.
- c. Provide a searchable electronic copy of the photo documentation used in the QC Daily Reports. Refer to Section 01 45 00.05 20, DESIGN AND CONSTRUCTION QUALITY CONTROL.

1.14.2 Source Documents

Provide the specifications, design analysis, reports, surveys, calculations, and any other contracted documents on the CD-ROM or DVD disk with the record drawings.

1.14.3 DD Form 1354

Prepare a Draft and Interim DD Form 1354, TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY, in accordance with UFC 1-300-08. All assets must be broken out by construction categories that are found in the DD Form 1391 and the "Category Codes for Military Real Property" from NAVFAC P-72. Use Navy specific Facility Catcodes from the NAVFAC P-72, which are available from the Contracting Officer. Coordinate the identification of appropriate asset construction categories with the Contracting Officer and the Real Property Accounting Officer.

- a. Draft DD Form 1354. DOR shall determine applicable real property assets broken out by construction categories and submit a "Draft DD Form 1354" for Government approval as a part of the Design Analysis included with the Prefinal Design submittal. "Draft DD Form 1354" must include all quantities and units of measure, but does not require cost breakdown. Download the current blank editable DD Form 1354 in ADOBE (PDF) from the following website:
<http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd1354.pdf>
- b. Interim DD Form 1354. Contractor shall coordinate with the DOR and update the Draft DD Form 1354 submission to include any additional assets, improvements, or alterations that occurred during construction. Use the Draft DD Form 1354 and the Section 01 20 00.05 20, PRICE AND PAYMENT PROCEDURES to identify costs. Submit Interim DD Form 1354 to the Government for approval 60 days prior to the Beneficial Occupancy Date (BOD). If modifications to the Interim DD Form 1354 are required by the Government, the corrected version must be submitted prior to the BOD.

PART 2 PRODUCTS

2.1 CONSOLIDATED RFP DOCUMENTS

Within four weeks after contract award, provide three electronic and minimum 5 hard copies of consolidated RFP documents incorporating the Contractor's Proposal and all RFP amendments and revisions that are contained in the contract award. Identify the changes to the RFP with the "Red-lining" or "Track Changes" feature of SpecsIntact for Specifications or MS Word for narrative documents to highlight the pre-award modifications to the contract. Identify the amendment source at each addition and deletion by annotation, such as footnote or reference in parenthesis.

2.2 DESIGN SUBMITTALS

Complete the Contractor-originated design submittals as defined by this contract, and coordinate with the approved design network analysis schedule.

Refer to Section 01 33 29.05 20, SUSTAINABILITY REQUIREMENTS FOR DESIGN-BUILD for sustainable design submittals.

2.2.1 Design Submittal Packages

The Government prefers to review for Quality Assurance (QA) as few submittal packages as possible. Site and Building Design Submittal Packages are required, however Critical Path Design Submittals are acceptable if they are substantiated as having an impact to the critical path in the Government approved Network Analysis Schedule. A Critical Path submittal shall include all design analyses, drawings, specifications and product data required to fully describe the project element for Government review.

Examples of project elements that may be submitted as Critical Path Design Submittal Packages are: Master Plan Design, Demolition Design, Foundation Design, Structural Design, Building Enclosure Design, Remaining Work Design, Furniture/Equipment Design, long lead items, or any other construction activity or project element that can be organized into a submittal package that can be reviewed and approved by the Government without being contingent upon subsequent design submittals.

2.2.1.1 Site Design

The Site Design typically includes the following components:

- a. Master Site Plan
- b. Demolition
- c. Site work including Environmental
- d. Geotechnical

2.2.1.2 Building Design

The Building Design typically includes the following components:

- a. Foundation

- b. Structural
- c. Building Enclosures
- d. Remaining Work
- e. Furniture/Equipment

2.2.2 Required Design Submittals

Provide the following Design Submittal packages. Provide comprehensive, multi-discipline design packages that include design documentation for project elements, fully developed to the design stage indicated, and in accordance with UFC 1-300-09N, except where specified otherwise.

a. Concept Design presented at the Concept Design Workshop: GOVERNMENT PROGRESS QA. 28 calendar day Government review time after final Concept Design Report submitted. Refer to Section 01 31 19.05 20 Post Award Meetings, section 1.3.5 Concept Design Workshop (CDW).

b. Design Development (50%-60% (in progress)): GOVERNMENT PROGRESS QA. 28 calendar day Government review time. (50%-60%) Contractor must allow changes to the plans up to & including, at minimum, the 50%-60% (2nd) submission, without additional cost to the Government. And the 50%- 60% (2nd) submission shall at minimum include civil, architectural floor plans, plumbing, electrical, communications, and fire protection plans and specs.

c. Prefinal (100%) Design: GOVERNMENT PROGRESS QA. 28 calendar day Government review time. Contractor must allow changes to the plans up to and including, at minimum, the 100% (2nd to 3rd) submission, without additional cost to the Government. And the 100% (2nd to 3rd) submission shall at minimum include civil, architectural floor plans, plumbing, electrical, communications, and fire protection plans and specs.

d. Final Design: Government QA. 28 calendar day Government review time for submittals requiring Government approval prior to construction.

2.2.3 Critical Path Design Submittals

Provide Critical Path Design Submittals that include design documents for the project elements involved. Include and provide full documentation that would normally have been provided in earlier submittal stages, such as Design Development Phase.

a. 100% (Prefinal) Design - GOVERNMENT PROGRESS QA. 28 calendar day Government review time. Contractor must allow changes to the plans up to & including, at minimum, the 100% (2nd to 3rd) submission, without additional cost to the Government. And the 100% (2nd to 3rd) submission shall at minimum include civil, architectural floor plans, plumbing, electrical, communications, and fire protection plans and specs.

2.2.4 Review Copies of Design Submittal Packages

- a. Provide bound copies of each design submittal package for review. Addresses for mailing will be furnished at the PAK meeting.

(1) Provide 17 hard copies to addresses provided.

- (2) Provide two electronic submittals to two separate email accounts.
- (3) Provide electronic submittals on two CD's to COTR.

b. Provide the same quantities of copies for resubmittals, as required for each design submittal.

2.2.5 Design Submittal Review Schedule

Use the time frames for Government submittal review identified in the RFP. For construction scheduling purposes add additional time to the identified minimum review time periods to allow for the following scheduling conditions:

- 1. Submittals received after noon will be logged in on the following business day.

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- 2. The following dates will NOT be included (by the Contractor) in the "calendar day" Government review times: ~~26 - 30 Nov 2015; 21 Dec 2015 to 4 Jan 2016~~ 23 - 28 Nov 2016; 19 Dec 2016 thru 3 Jan 2017 inclusive. It is permissible for the Contractor to make submissions available for Government review; however, these dates will be considered non-working days for Government personnel in reviewing design submittals and attending design related meetings.

- 3. Postpone delivery if Government personnel to receive the submittal are unavailable. Assure in advance of the submittal delivery it can be received.
- 4. Postpone delivery when heightened security restricts access to the Base. Coordinate heightened security requirements in advance with the CM.
- 5. Period of review for a resubmittal is the same as the initial submittal. Review time for resubmittals caused by non-conformance, do not result in a change in contract duration or cost.

2.2.6 Distribution of Approved Final Design Drawings and Specification to Government Representatives

Submit within 14 calendar days of receiving the Government Approved Final Design Documents, which includes any Critical Path Final Design Document Packages, electronic and hardcopy(s) of these final documents to Government representatives for use during the construction of the project. If Critical Path Submittal Packages are used, provide coversheets and index to identify each sheet and how this Critical Path Submittal Package fits into the overall project. Provide the number and type of copies of the final design documents to the following Government representative:

- a. Two electronic and two hard copy(s) to the Project Manager (name, address, and phone number)
- b. Two electronic and two hard copy(s) to the Design Manager.
- c. One electronic and one hard copy(s) to the Construction Manager.
- d. One electronic and one hard copy(s) to the Contracting Officer.

- e. Two electronic and two hard copy(s) to the Public Works Officer.

In addition to the electronic copies, provide 30 bound hard copies to Public Works, Washington Navy Yard, and Contracting Officer.

2.3 IDENTIFICATION OF DESIGN SUBMITTALS

Provide a title sheet to clearly identify each submittal, the completion status, and the date. The title sheet shall use the standard format indicated in the UFC 1-300-09N for title sheets. The title sheet shall be unique to a particular design submittal. Submit the project title sheet with design status and date for the design submittals.

2.3.1 Critical Path Submittal Title Sheet

Identify Critical Path submittals as such and include a title sheet indicating the type of critical path submittal, the level of completion of the individual drawings, and which drawings are approved for construction.

2.3.2 Construction Document Validation

All CAD design documents used to construct the facility must bear a visible and legible AutoCAD generated plotstamp in the lower right hand margin of each drawing. The plotstamp information on the jobsite construction documents must match the plotstamp information contained on the following development stages of the design documents:

- a. The Final Critical Path Submittal or the Final Design Submittal professionally signed by the DOR and submitted for Government approval.
- b. The Final Critical Path Submittal or the Final Design Submittal drawings that have approved by the Government. This development stage may be combined with "c." below, if issued at the same time.
- c. The Final Critical Path or Final Design drawings that have been included in the contract by modification.
- d. The Final Critical Path or Final Design drawings which include subsequent revisions to the design documents that have been included in the contract by modifications.

Issue new drawings for construction which bear the current plotstamp once a new development stage of the design documents has been accomplished. Design documents which do not bear a plotstamp that matches the corresponding plotstamp exhibited on the design documents described above, shall not be used for the construction of the project. The plotstamp must bear the date and time of the plot, at a minimum. Maintain a plotstamp record at the jobsite that lists the applicable plotstamp information for each drawing through each stage of development described above.

PART 3 EXECUTION

3.1 CONTRACTOR'S RESOLUTION OF COMMENTS

Provide written responses to all written comments by the Government. Review Comments will be provided to Contractor via the internet based software system ProjNet -DR Checks and ProjNet Filer. Contractor shall respond to all comments via the internet based software system ProjNet DR Checks and ProjNet Filer and resolve them to the extent possible prior to any design submittal

reviews. Contractor shall provide paper copies of all annotated review comments with each subsequent submittal. Resubmittal of an unacceptable design submittal shall be a complete package that includes all the required, specified components of that design submittal. When required by the Government, Contractor resubmittal of design package, due to nonconformance to the contract, is not a delay in the contract.

3.2 DESIGN CHANGE AND VARIATIONS

A design change is when the design is revised from what was reviewed by the Government during any phase of the design process prior to Government approval of the Final Design. A variation is any portion of the design that differs from the requirements of the solicitation, accepted proposal, or final design after Government approval of the Final Design. Design changes and variations require Government approval and only variations that are advantageous to the Government will be considered. Refer to Section 01 33 00.05 20, CONSTRUCTION SUBMITTAL PROCEDURES for further explanation and requirements of design change and variation.

The Contractor shall immediately notify the Government of all potential design changes and variations via a Request for Information (RFI) to the Contracting Officer. Design changes or variations that the Contractor asserts will require a contract modification to adjust the cost/price or schedule shall not be incorporated in the design during any phase of the design process without prior documented approval from the Contracting Officer. Contractors will not receive compensation for any unauthorized design changes or variations which have been included in the Government approved Final Design. Include the following information in the design change and variation RFIs:

- a. Indicate the RFP Parts, sections, and paragraphs affected by this design change or variation,
- b. The scope of work of the design change or variation,
- c. The reason for the proposed change,
- d. Explanations of how the variation is advantageous to the Government.
- d. Indicate which upcoming design submittal will be affected by the subject design change,
- e. Explanation of contract cost/price and schedule impacts or provide an affirmative statement indicating that the design change or variation will not have an impact on the contract cost/price or schedule.
- f. Coordination measures proposed to incorporate the design change or variation into the construction.
- g. Upon request by the Contracting Officer, submit a cost proposal prepared using the Uniformal Work Breakdown Structure for all design changes and variations that have cost or schedule impacts. Submit a proposal that provides cost breakdown of each Uniformal system or subsystem that is applicable to the design change or variation. Utilize the units of measure indicated in the Uniformal Structure at the NAVFAC DB RFP website, <http://www.wbdg.org/ndbm/uniformal.php>.

3.3 THE CONTRACT AND ORDER OF PRECEDENCE

3.3.1 Contract Components

The contract consists of the solicitation, the approved proposal, and the final design.

3.3.2 Order of Precedence

NFAS Clause 5252.236-9312. In the event of conflict or inconsistency between any of the below described portions of the conformed contract, precedence shall be given in the following order:

- a. Any portions of the proposal or final design that exceed the requirements of the solicitation.
 - (1) Any portion of the proposal that exceeds the final design.
 - (2) Any portion of the final design that exceeds the proposal.
 - (3) Where portions within either the proposal or the final design conflict, the portion that most exceeds the requirements of the solicitation has precedence.
- b. The requirements of the solicitation, in descending order of precedence:
 - (1) Standard Form 1442, Price Schedule, and Davis Bacon Wage Rates.
 - (2) Part 1 - Contract Clauses.
 - (3) Part 2 - General Requirements.
 - (4) Part 3 - Project Program Requirements.
 - (5) Part 6 - Attachments (excluding Concept Drawings).
 - (6) Part 5 - Prescriptive Specifications exclusive of performance specifications.
 - (7) Part 4 - Performance Specifications exclusive of prescriptive specifications.
 - (8) Part 6 - Attachments (Concept Drawings).

3.3.2.1 Government Review or Approval

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

-- End of Section --